

Salford Priors Parish Council

Minutes of an Ordinary Meeting of the Parish Council held At the Memorial Hall, Salford Priors on Wednesday 18th January 2023.

Present: Councillors: L Maude, K James, D Penn (19:25), D Price & J Meakins (19:05). District Councillor Fleming
Donna Bowles, Clerk to the Parish Council

Also in attendance: 4 members of the public.

1.	<p>Apologies accepted for absence: Cllr A Green & Cllr R Green In the absence of the Chairman the Vice-Chairman Kim James to Chair the meeting.</p>
2.	<p>To consider applications for the 2 vacancies of Co-Opted Councillor Three applications were received however one applicant did not conform to the residency rights of having been in the parish for 12 months and therefore the application was not able to be accepted. Members agreed to co-opt Lauren Stanley and Jan McLean. Lauren Stanley signed the acceptance of office and then joined the meeting. Jan McLean was not able to be present and will sign the acceptance of office shortly.</p>
3.	<p>Register of Interests: Members were reminded of the need to keep their register of interests up to date. Members were reminded that they must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for themselves, their family, a friend, or close associate. Declaration of Interests: Members were asked to disclose any interests in items on the Agenda and their nature. Councillors with a disclosable pecuniary interest are required to leave the room for the relevant agenda item. None declared. Pecuniary Interests: Members were asked to declare any disclosable pecuniary interests in items on the Agenda and their nature: None declared. Other Disclosable Interests: Cllrs James & Stanley declared an interest in Item 13c – quotations regarding fencing quote at Tothall Lane.</p>
4.	<p>Open Forum: The Chairman moved that the meeting be adjourned for the Public Open Forum and this was agreed.</p> <p>a) Have your say. Comments were made regarding:</p> <ul style="list-style-type: none"> - the recent sudden closure of School Rd and the issues of the diversion routes. Question was raised regarding whether Severn Trent would be carrying out any repairs. Cllr James stated the Parish Council acted immediately with Warwickshire County Council. Warwickshire County Council were also unaware the road had been closed however Street Works had given the closure rights and had indicated the diversion route. The diversion route was requested to be altered – no HGVs should have been diverted down Ban Brook Rd, nor New Inn Lane. The re-instatement of the verges is to be discussed under agenda item 13a. - Christmas Tree switch on event. A resident volunteered herself as an Events Manager. To be discussed under agenda item 12a. - blocked drains. A resident had reported these with no response. Clerk to investigate. <p>b) No under 18s were present.</p> <p>c) County Councillor Daren Pemberton's Report – not in attendance, no apologies received, nor a report provided.</p> <p>d) District Councillor Fleming's Report – The 1-2-3 system is proving to be a success both financially and ecologically. The green waste system is also working well.</p> <p>The Chairman closed the open forum and reconvened the meeting at 19:25</p>
5.	<p>Acceptance of Minutes: The Minutes of the Ordinary Parish Council Meeting held on 14th December 2022 at the Memorial Hall, Salford Priors were agreed by the Council to be a true record of the meeting and signed by the Chairman.</p>
6.	<p>Planning Matters: Planning Matters To Consider:</p> <p>a) 22/03708/FUL - Construction of a first-floor rear extension and internal alterations at 52 Dunnington Road, Dunnington, Salford Priors, Warwickshire B49 5NY. After consideration Members agreed for Clerk</p>

	<p>to respond “The Parish Council note that the applicant has made some changes to the proposed first floor extension to address reasons for refusal of Application 20/00611/FUL, however by reason of its proposed scale, mass and bulk the new application does not address or overcome the main objection that the proposed first floor extension would be out of keeping and out of character with the existing host dwelling, the attached neighbouring dwelling and the wider street scene.</p> <p>It is therefore contrary to policies SP3 and SP4 of the Salford Seven Neighbourhood Development Plan.</p> <p>The Parish Council would also like to make corrections to the applicants Design & Access Statement. Dunnington is a hamlet not a civil parish Dunnington is in the civil parish of Salford Priors. There is no defined built-up boundary in Dunnington.”</p> <p>b) 22/03672/TREE – T2 and T3 - oak - Remove small branches and crown thin by approx 5% to clear street light, T4 - silver birch - Reduce to previous pruning points at Periwinkle Cottages, Jack Thomson Croft, Salford Priors, WR11 8XL. After consideration Members agreed for Clerk to respond with “The Parish Council supports this application providing these works are carried out by a professional tree surgeon.”</p> <p>Planning Amendment</p> <p>c) 22/03105/FUL Proposed: Rear extension replacing existing extension and rear dormer window at Beech Cottage, Dunnington Road, Dunnington, Salford Priors Warwickshire. Following consideration Clerk to respond with “Further to the receipt of Drawing 22:14:01 the Parish Council formally withdraw their objection to the proposed first floor, subject to the planning case officer being completely satisfied with the amended proposal that there would be no significant overlooking of the neighbouring property of Lytham Cottage which would result in a loss of privacy and interference with the use and enjoyment of their land and outdoor living space.”</p> <p>Planning Applications received after the agenda by the clerk:</p> <p>d) 22/02053/OUT – AMENDED APPLICATION Proposed : Outline application for the erection of a detached self-build dwelling including elongation of existing private drive and other associated works with all matters reserved except access and layout at : Four Acres, Evesham Road, Salford Priors, Warwickshire WR11 8UU. Members noted this amendment.</p> <p>Decisions:</p> <p>e) 22/0309/FUL - Proposed replacement of existing 'Vine Cottage' two storey dwelling with outbuildings with a new detached dwelling at Vine Cottage, 28 Dunnington, Alcester. Planning Permission Refused.</p> <p>f) 22/03105/FUL - Rear extension replacing existing extension and rear dormer window at Beech Cottage, Dunnington Road, Dunnington, Salford Priors. Planning Permission Granted Subject to Conditions</p> <p>The Parish Council’s Planning Committee Terms of Reference were approved.</p>
7.	<p>Clerk’s Progress Report:</p> <p>a) On chasing Angus Soft Fruits Ltd regarding the gap in the hedgeline (one of the planning conditions for the polytunnels) it has been confirmed these will now be replaced by the end of January due to a mix up on ordering.</p> <p>b) Railings outside Dunnington School have been damaged. Reported to Highways who will arrange a repair.</p> <p>c) Lighting and bollards at Dunnington crossroads have been reported as not working, along with directional signs being incorrect. Balfour Beatty have investigated these and identified various issues with some of the illuminated posts needing to be replaced with new equipment, along with replacing one of the bollards. Clerk to monitor.</p> <p>d) Traffic calming – Warwickshire County Council is still awaiting completion of a legal agreement between the developer and the Council to enable the speed cushion works to be programmed.</p> <p>e) Bus shelter, School Rd – Warwickshire County Council advise the legal agreement is still not in place which is required before the developer can work on the existing highway. This is currently in the hands of Solicitors.</p> <p>f) Enforcement has been chased regarding the necessary landscaping works that should have been undertaken on the CALA site. Awaiting response. Clerk to contact District Councillor Fleming.</p> <p>g) New noticeboard has now been installed on Priors Crescent with the prior agreement of CALA Homes.</p> <p>h) A new Savings Account has been opened to keep the Warm Hub monies separate.</p>
8.	<p>Playing Field:</p> <p>Members noted all regeneration playing field works have now taken place.</p>
9.	<p>Highways:</p> <p>a) A new dog bin has been installed on B4088 link road to Dunnington, with two bins being replaced.</p> <p>b) To consider future tasks to be issued to the Lengthsman – none at present</p>

	<p>Future tasks:</p> <p>c) Severn Trent pumping station on entry to village requires works to tidy up surrounds. Cllr Price to take photos for Clerk to pursue.</p>
10.	<p>Garden Allotments: Nothing to report</p>
11.	<p>Rights of Way:</p> <ul style="list-style-type: none"> - Kissing gate repairs at AL10 - Stile repair at AL12 - Kissing gates have been received. Installation awaited.
12.	<p>Working Groups:</p> <p>a) Christmas Tree Switch On – queries were raised regarding the lack of a Switch On Event for 2022; whilst the Parish Council had advertised for volunteers there was no response. Cllr James proposed a meeting is held to seek the level of interest for a Switch On Event. Cllr Meakins seconded. Clerk to call a meeting.</p> <p>b) Infrastructure & Built Environment:</p> <ul style="list-style-type: none"> - Highways – Members noted the safety audit and response has been issued to Warwickshire County Council for review and comment. This has been chased. Warwickshire Police supported the audit. Cllr James proposed that all queries raised are put to the County Councillor, copying in the Leader of the Council. Unanimous approval. - Public Open Space (POS) – Members considered and approved the consultation of byelaws for website/noticeboard/social media publication. Clerk to place these on the website. A challenge from a resident on Priors Crescent has been raised as to why byelaws are being considered. The below is an example of some of the reasons for putting byelaws in place: <ul style="list-style-type: none"> 1) to prevent unauthorised access by vehicles or people camping overnight, 2) to prevent any golfers in the community using the space for practice 3) unauthorised access to the green by horses. 4) to prevent model aircraft being flown. <p>These byelaws are to protect the residents of Priors Crescent, School Rd and the Parish Council's interest. This will be a 12-month consultation.</p> - NDP – this now forms part of the Planning Committee - Playing Field – no further update <p>Leisure Trails –</p> <ul style="list-style-type: none"> - Members noted the report from Cllr A Green - the recommendation is to look at the possibility of upgrading PROW AL17 to a bridleway and the section between the underpass and Broom creating a new bridleway on the existing railway line using the Highways Act 1980 Section 30. This route will be by far the easiest and quickest way to move this project forward, however the Parish Council will have to take the risk that Warwickshire County Council could, for whatever reason, refuse to accept this route onto the Definitive Map when substantial funds have been committed to its creation. Cllr Maude agreed with this recommendation. It was resolved to accept the recommendation. Cllr A Green, along with Clerk, to move this forward. - Allotments – nothing to report - PROW – nothing to report - It was resolved to accept the quote for a flagpole and flag at the Memorial Hall. Clerk to issue a Purchase Order. - Traffic Calming – there is obviously a concern that there will be major disruptions when the traffic calming works take place (date not yet known). It was resolved for the Planning Committee to take this forward, working with the Clerk and reporting back to full Council. <p>c) Warm Hub – Members noted the initial report from Cllr James. This has proven to be a very successful project. In addition to normal refreshments of coffee, tea, toast, crumpets, teacakes, biscuits a Winter Warmer Menu of winter vegetable soup, bacon rolls, sausage & mash along with a full Christmas Lunch was offered. The Winter Warmer menu for the next period will consist of bacon rolls, jacket potatoes, pancakes, faggots & peas, and fish & chips.</p>
13.	<p>Community:</p> <p>a) Following works by Severn Trent Water and the damage caused by the diversion routes, a quote has been received to repair the verges of between £350 & £400. It was resolved for the amenity contractor to repair the grass verges and for Clerk to contact Angus Fruits to see if they are prepared to pay for these works, putting right damaged caused by vehicles attending their site.</p> <p>b) It was resolved for the Planning Committee to look into the South Warwickshire Local Plan: Issues and Options Consultation and report back to full Council.</p>

	c) Cllrs James & Stanley left the meeting. Two quotes had been received to replace the fence at the junction of School Rd/Tothall Lane. Clerk had contacted various fencing companies however received no response. It was resolved to accept the quote from Limebridge. Clerk to arrange the purchase order with the monies coming out of the CIL budget. Cllrs James & Stanley returned to the meeting.								
14.	Matters raised by Councillors: The following matters were raised by Council Members: Cllr James reported that TOPs roof is leaking.								
15.	Correspondence Considered: Members considered the email requesting 'No HGV Access' signs. Clerk has written to County Councillor Daren Pemberton requesting he fund the signs out of the Divisional budget with no response. Warwickshire County Council state they have no funds to implement these signs. The Parish Council can fund the signs out of the CIL budget. Initial costings of approx £300 plus posts and installation were provided. Cllr James proposed no HGV signs with the lorry icon and posts with handyman installing. Cllr Meakins seconded. All agreed.								
16.	Policy Reviews: a) Health & Safety - approved b) Complaints Procedure - approved c) It was resolved to accept the draft Safeguarding Policy d) It was resolved to accept the Dignity and Respect Policy								
17.	Correspondence Noted: None								
18.	<p>Finance:</p> <p>a) The council gave consideration and approval of the payments listed in Appendix A. It was proposed to accept these by Cllr Meakins, seconded by Cllr Price and agreed by all Councillors. It was agreed that Cllrs K James & Maude would sign the payments sheet confirming the payments in Appendix A have been approved by full Council and there is provision within the budget, financial regulations and relevant policies have been followed.</p> <p>b) To consider that existing bank signatories can continue as on-line banking authorisers until a new bank mandate (if necessary) has been actioned by Lloyds Bank following the May elections. Clerk to investigate the legality of this with WALC.</p> <p>c) Members noted the receipt of a CIL payment in the sum of £2,363.93 from Stratford District Council relating to Heath Cottage, Dunnington</p> <p>d) Members noted the precept request has been completed and forwarded to Stratford District Council.</p> <p>e) Members noted the bank account balances.</p> <table border="1" data-bbox="252 1301 1093 1480"> <tr> <td>Lloyds Deposit Account</td> <td>80,114.28</td> </tr> <tr> <td>Lloyds Current Account</td> <td>7,582.99</td> </tr> <tr> <td>Lloyds CIL Account</td> <td>357,355.37</td> </tr> <tr> <td>Total Fund Balance</td> <td>445,052.64</td> </tr> </table> <p>f) Members considered and approved the third quarterly bank reconciliation, account balances and income and expenditure budgets.</p> <p>g) Members noted a £1,000 cost of living grant has been awarded to the Warm Hub.</p>	Lloyds Deposit Account	80,114.28	Lloyds Current Account	7,582.99	Lloyds CIL Account	357,355.37	Total Fund Balance	445,052.64
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19.	Date of Next Meeting: Council confirmed the date of the Ordinary Parish Council Meeting at 7.00pm on Wednesday 22 nd February 2022 at the Memorial Hall Salford Priors. Following dates also confirmed: 15 th March, 19 th April, 17 th May (ACM & Ord Parish Council meeting), 21 st June, 19 th July, 20 th Sep, 18 th Oct, 15 th Nov, 13 th Dec. Annual Parish Meeting date set for Wednesday 12 th April, 7pm.								
20.	Closure of Meeting: The Chairman closed the meeting at 20.50 hrs								

Chairman: _____ Date: _____

APPENDIX A: FINANCE

APPENDIX A

PAYMENT	PAYEE	DETAILS	TOTAL	VAT	NET
586	K Hartiss	Xmas lights	25.00		25.00
BACS	HMRC	Clerk & PC NIC	46.92	0.00	46.92
BACS	Mrs D Bowles	Salary & Expenses	967.32		967.32
BACS	DTA	Safety Audit Fees	1348.80	224.80	1124.00
BACS	Limebridge	Playing Field Works	540.00	90.00	450.00
BACS	Limebridge	Hedge & Shrub Maintenance	309.00	51.50	257.50
BACS	Broom Joinery	Noticeboard	2121.60	353.60	1768.00
BACS	Booker	Warm Hub Food	4.27	0.71	3.56
BACS	TOPs	Craft & Chat Grp	55.00	0.00	55.00
BACS	Blinds2Go	TOPs	190.30	31.72	158.58
BACS	Rajani Superstore	Warm Hub Xmas	30.95	5.16	25.79
BACS	Mr K James	Warm Hub expenses	12.40		12.40
BACS	Mr K James	Warm Hub expenses	118.12	19.69	98.43
BACS	Mrs R Green	Warm Hub expenses	15.62		15.62
BACS	WALC	Training - Clerk	36.00	6.00	30.00
BACS	GTL Services	Dog bin works	120.66		120.66
BACS	GTL Services	PROW works	74.60		74.60
BACS	GTL Services	PROW works	259.57		259.57
BACS	Water Plus	Allotments	8.10	1.35	6.75
BACS	Water Plus	Allotments	7.85	1.31	6.54
DD	O2	Line Rental Charge	20.10	3.35	16.75
DD	Lloyds Bank	Charges to 9.12.22	8.70		8.70
DD	EDF Energy	TOPs	55.00		55.00
DD	Yu Energy	Streetlight Energy	76.44	3.64	72.80
DD	Yu Energy	Streetlight Energy	19.13	0.91	18.22
Total			6446.45	793.74	5652.71