

Salford Priors Parish Council

**Minutes of an Ordinary Meeting of the Parish Council held
At the Baptist Church Hall, Dunnington on Tuesday 12th November 2024.**

Present: Councillors: K James (Chairman), R Green, L Maude, J McLean, J Meakins, D Price & L Stanley.

District Councillor Stanley

Donna Bowles, Clerk to the Parish Council

Also in attendance: 2 members of the public.

1.	<p>Apologies considered for absence: All present. A 1 minute's silence was observed in remembrance of Armistice Day.</p>
2.	<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.</p> <p>Declare the existence of any Disclosable Pecuniary Interest (DPI), Other Registerable Interest (ORI) or Non-Registerable Interest (NRI) for any agenda item</p> <p>Declaration of Interests: DPI – None declared, ORI – None declared, NRI – None declared</p> <p>Members were also reminded of the need to declare predetermination on any matter.</p>
3.	<p>Open Forum: The Chairman moved that the meeting be adjourned for the Public Open Forum and this was agreed.</p> <p>a) 2 members of public were present:</p> <ul style="list-style-type: none"> - Thanks were expressed for the Christmas tree due to be erected at Dunnington, with the switch on ceremony scheduled for Sunday December 1st at 3 pm. Donations of toys are being sought for the Birmingham City Mission toy appeal. - The main road from Dunnington to Alcester has suffered severe subsidence on the blind bend in the vicinity of the junction with Ennister Lane (W3W ///smudges.riskiest.skater). This issue has been reported multiple times, and signs have been placed by Warwickshire County Council, Highways. The Clerk will contact Warwickshire County Council, Highways, again to request an estimated date for repairs. Cllr James to provide Clerk with exact location. <p>b) No under 18s were present.</p> <p>c) County Councillor Daren Pemberton's Report – not in attendance, no apologies or report received. The Chairman reminded Parish Councillors that County & District Councillors are not obliged to attend Parish Council meetings.</p> <p>d) District Councillor Stanley provided a written report on matters relating to the District Council which was received via email and circulated to Members.</p> <p>The Chairman closed the open forum and reconvened the meeting at 19:10</p>
4.	<p>Acceptance of Minutes: The Minutes of the Ordinary Parish Council Meeting held on Wednesday 16th October 2024 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>
5.	<p>Planning Matters: Applications Considered:</p> <p>a) 24/02532/FUL The Brambles Cock Bevington - Proposed two-storey extension to existing barn to create ancillary accommodation. Following consideration by Members, Cllr James to provide comments based on members comments.</p> <p>Decisions:</p> <p>b) 24/01685/FUL - Single storey rear extension (retrospective) at Mistelle, Evesham Road, Salford Priors, Evesham WR11 8UU. Planning Permission Approved Subject to Conditions.</p> <p>Enforcement Matters:</p> <p>a) Dunnington Heath Farm Ragley Shoot - Planning Enforcement, Stratford Upon Avon District Council has reported that they are still waiting for an application to be submitted regarding the chalets on land at Dunnington Heath. It is hoped that details regarding the birds will be consulted by the Environmental Health &</p>

	<p>Ecology Team during the application process. Formal action will be taken if no response is received. Clerk has advised Stratford District Council that bird flu is prominent in the area.</p> <p>b) 1 Bomford Way Salford Priors - Unauthorised Vehicle Crossing of Footpath – No Dropped Kerb Installed possible conflict with the junction of Station Road identified by County Council Highways Officers</p> <p>c) Bomford Way – Non-compliance with Section 106 Agreement relating to Public Open Space - Ongoing investigation.</p> <p>d) Priors Crescent – Non-compliance with planning conditions and Section 106 Agreement – Ongoing investigation</p>
6.	<p>Clerk’s Progress Report:</p> <p>a) TOPs roof update – the roof has been patch repaired but continues to leak. It was resolved to send a letter to Aqua Roofing of Evesham following the meeting giving notice of possible legal action if a satisfactory response has not been received within 14 days. Clerk to contact the Parish Council’s insurance company to enquire whether they can provide legal assistance.</p> <p>b) B4088 overgrown hedge at Irons Cross, Warwickshire County Council will be attended to on Warwickshire County Council’s ‘flail cut programme’ which takes place from October onwards.</p> <p>c) Fly Tipping 02/11/24 New Road Dunnington – Action taken to remove a large amount of tree roots, branches and blue engineering bricks from carriageway.</p> <p>d) Hedge at School Road inspected with County Highway Officers, further works have been carried out by residents.</p> <p>e) Broken BT manhole cover on footpath School Road/Banbrook Road junction trip hazard has been reported to Open Reach.</p> <p>f) A report has been received about overgrown brambles on a footway at Priors Grange. Clerk has reported this to Orbit Housing who will arrange for this to be cleared during the next contractor visit.</p> <p>g) At the WALC Annual Conference last week, Cllr James spoke with Ed Ruane, the Stakeholder Engagement Manager, about the ongoing issues with Dunnington’s pumping station. Mr Ruane requested additional details, and the Clerk has provided a summary of the situation, which has persisted since 2013. Cllr James has sent this summary along with a letter urging Severn Trent Water to prioritise a sustainable, permanent solution for the sewage system at Dunnington. Environmental Health at Stratford District Council were also copied in.</p> <p>h) Following a letter sent to Dr Manuela Perteghella MP regarding the lack of Secondary Education School Places, a follow up email has been sent today as no response has been received to the initial letter.</p>
7.	<p>Highways & Maintenance Officer:</p> <p>a) All works given at the last meeting are in the process of being completed; the bench has been removed at the bottom of Ban Brook Rd for sanding and re-varnishing.</p> <p>b) An Abbot’s Salford resident has contacted District Cllr Stanley regarding weeds on the carriageway/footway which she has reported to Streetscene, Stratford District Council, who carry out road cleaning works on behalf of Warwickshire County Council. Clerk to contact resident requesting details of the exact issue and location. Once this has been received, Clerk will contact Warwickshire County Council, Highways.</p>
8.	<p>Working Groups Update:</p> <p>a) Infrastructure & Built Environment: Members noted the report:</p> <ol style="list-style-type: none"> 1) Highways: <ul style="list-style-type: none"> - Cllr James and the Clerk, along with Graham Stanley, Team Leader of the Minor Works Team, and Mike McDonnell, Senior Engineer of the Minor Works Team at Warwickshire County Council, inspected School Rd and Station Rd following the completion of the line painting works. They advised that the Highways Department has received positive feedback from residents expressing their appreciation for the improvements. - They confirmed that the Stage 3 safety audit is still pending for School Rd, and that the speed cushions meet the required width and height. However, concerns were raised regarding the dropped kerb crossings, which will be referred to the Highways Management Engineer. - The adoption of Bomford Way was discussed during the meeting. While this process is progressing slowly, it was noted that a resident has created an unauthorised vehicle crossing at the entrance to their front garden. The crossing consists of cold tarmac placed against the kerb within 5 meters of the junction with Station Road (B438) in Salford Priors. This issue has now been reported to Planning Enforcement and may impact the adoption of the roads in Bomford Way. - The kerbing works at the entrance to School Rd, near Corner Cottage, work is expected to be within the Warwickshire County Council Highways Department financial maintenance year. Graham Stanley is looking into the possibility of replacing the block setts with kerbstones.

	<p>Warwickshire County Council will cover the cost of these works.</p> <ul style="list-style-type: none"> - The speed cushions at Priors Crescent were also inspected; some of these do not meet the regulations which will need to be reset before adoption of the road can take place. - Clerk has also requested the site of the old layby bus stop in School Rd be repaired; the Parish Council has CIL monies available to help address this, potentially by having the area grassed over with wildflower seeds added to extend the verge. A response is awaited. - The Clerk has sought approval to install a new litter/dog waste bin at the bus stop near Willow Park. It was resolved for the Clerk to proceed with the purchase once permission is granted. <p>2) Public Open Space – Mr. Bill Mann, Senior/Civils Contracts Manager CALA Homes has provided the following updates:</p> <ul style="list-style-type: none"> - Tree replanting is scheduled to begin week commencing 11th November. - Installation of additional bollards and gate posts/ironmongery near the new bus stop was planned for 6th November but has not yet occurred. - Phase 1 of the wildflower seeding is expected to start on 15th November, pending confirmation from the specialist contractor. - Bill will conduct an audit on 17th November, provide an update, and arrange an on-site meeting to discuss future plans. - No new updates on the Deed of Variation; Mr Mann has followed this matter up within Cala Homes. <p>3) NDP - Members noted a tender has been issued regarding the appointment of planning consultants. Closing date 30th November.</p> <p>4) Playing Field –</p> <ul style="list-style-type: none"> - Swing maintenance works – it was resolved to accept the quote from Wicksteed for £971.54. - Cost of trampoline repair – it was resolved to place an order for the edging tiles from Kompan at a cost of £1362.74 with the installation works taking place by PlayMaintainRepair. This would involve 2 engineers @ £550 +vat which would include a weed membrane and layer of gravel to prevent the weed growth in future. Clerk advised that the initial supply and installation costs of the trampoline in 2018 were £6840. <p>5) Allotments – no update</p> <p>6) PROW - Mr Green, PROW Officer has nothing to report on the Public Rights of Way within the Parish</p> <p>7) Bomford Way – Clerk confirmed with Vistry Ltd that the Parish Council wish to adopt the Public Open Space advising that Vistry Ltd would need to contact Stratford District Council regarding the commuted sum. Vistry responded by requesting the Parish Council obtain 3 quotes from contractors for the works. However, the Parish Council clarified that this matter is under the jurisdiction of Vistry and Stratford District Council, as signatories to the Section 106 Agreement therefore, the Parish Council should not be involved in agreeing the commuted sum for ongoing maintenance of the POS.</p> <p>b) Communications – nothing to report</p> <p>c) Project Delivery Group – nothing further to report. Clerk is awaiting confirmation from Birketts following the Consultant’s holiday. A meeting is due to take place between two of the landowners to determine the boundaries of the land. Once the boundaries are agreed the move then is to get agreement in principle for Parish Council to install boundary fencing across their respective land.</p>
9.	<p>Community:</p> <p>a) Cllr James proposed that the quotes provided regarding all costs for the installation of a defibrillator at Rushford be accepted. Cllr Green seconded, with unanimous approval.</p> <p>b) The Clerk has followed up multiple times to obtain a date for when the new lighting on School Rd will be switched on and will follow up again. Additionally, some members reported that the new streetlight at Ridsdale Close is not working. Clerk followed this up after the meeting and confirmed it is operational.</p>
10.	<p>Matters Raised by Councillors:</p> <p>No matters raised.</p>
11.	<p>Correspondence Considered:</p> <p>The Enabling Remote Attendance and Proxy Voting at Local Authority Meetings Consultation was completed online during the meeting to ensure everyone’s response was recorded. Council were in general agreement with the change of legislation to enable remote attendance subject to strict protocols but were opposed to proxy voting.</p>
12.	<p>Correspondence Noted:</p> <p>a) WALC Weekly Updates – Circulated</p> <p>b) NALC Updates – Circulated</p>
13.	<p>Regulatory Document:</p> <p>The Environment & Biodiversity Policy was reviewed and accepted. Review date to be November 2026.</p>

14.	<p>Finance:</p> <p>a) Members noted the new National Joint Council pay scales and backdated pay award to 1st April 2024 for the Clerk.</p> <p>b) The council gave consideration and approval of the payments listed in Appendix A. It was proposed to accept these by Cllr Maude seconded by Cllr Stanley and agreed by all Councillors. It was agreed that Cllrs Green & McClean 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>c) Members noted the bank account balances as at 31st October 2024:</p> <table border="1" style="margin-left: 40px;"> <tr> <td>Lloyds Deposit Account</td> <td style="text-align: right;">89,098.71</td> </tr> <tr> <td>Lloyds Current Account</td> <td style="text-align: right;">3,799.61</td> </tr> <tr> <td>Lloyds CIL Account</td> <td style="text-align: right;">244,832.58</td> </tr> <tr> <td>Lloyds Warm Hub Acc</td> <td style="text-align: right;">2,515.61</td> </tr> <tr> <td>Total Fund Balance</td> <td style="text-align: right;">340,246.51</td> </tr> </table> <p>d) 2025/2026 Budget Consultation Meeting a public consultation meeting has been organised for Wednesday 15th November at the Memorial Hall Salford Priors. Residents have been invited to this informal meeting to express their views on Parish Council expenditure and proposed projects.</p> <p>e) Finance Audit Group – A meeting has been arranged for Thursday 28th November at 2:00pm</p>	Lloyds Deposit Account	89,098.71	Lloyds Current Account	3,799.61	Lloyds CIL Account	244,832.58	Lloyds Warm Hub Acc	2,515.61	Total Fund Balance	340,246.51
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15.	<p>Date of Next Meeting:</p> <p>Council confirmed the date of the next Ordinary Parish Council Meeting Wednesday 11th December 2024 at 7.00pm in the Memorial Hall, Salford Priors to consider the 2026/2025 Precept and any planning applications only. There will be no open public forum at this meeting.</p>										
16.	<p>Closure of Meeting: The Chairman closed the meeting at 20.30 hrs.</p>										

Chairman: _____ Date: _____

APPENDIX A: FINANCE

PAYMENT	PAYEE	DETAILS	TOTAL	VAT	NET
BACS	HMRC	Clerk & PC NIC	****	0.00	****
BACS	Mrs D Bowles	Salary & Expenses	****		****
BACS	NALC	LCAS Registration Fee	60.00	10.00	50.00
BACS	Limebridge Rural Services	Amenity Contract	1791.60	298.60	1493.00
BACS	Warwickshire CC	Light repair Ridsdale Cl	1580.17	263.36	1316.81
BACS	Mrs R Green	Warm Hub Expenses	30.89		30.89
BACS	Parish Online	Website Service	462.00	77.00	385.00
BACS	Jan McClean	Warm Hub Expenses	107.70		107.70
BACS	Water Plus	Allotments	9.32	1.55	7.77
DC	Amazon	Can Opener	20.94	3.49	17.45
DC	Festive Lights	Christmas expenditure	157.20	26.20	131.00

DD	NEST	Clerk's Pension	****		****
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DD	EDF Energy	TOPs Energy	108.00		108.00
DD	EDF Energy	Defib - Abbots Salford	28.55	1.36	27.19
DD	Lloyds	Service Charge	7.00	0.00	7.00
DD	O2	Line Rental Charge	25.63	4.27	21.36
DD	Yu Energy	Streetlight Energy	91.35	4.35	87.00
DD	Yu Energy	Streetlight Energy	18.41	0.88	17.53

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