

Salford Priors Parish Council

**Minutes of an Ordinary Meeting of the Parish Council held
At the Memorial Hall, Salford Priors on Wednesday 10th December 2025**

Present: Councillors: K James (Chairman), R Green, M Howarth, L Maude, J McLean & A Richardson. District Councillor Jones

Donna Bowles, Clerk to the Parish Council

Also in attendance: 0 members of the public.

1.	<p>Apologies considered for absence: Cllrs Meakins & Price - accepted Non Attendance – Cllr Stanley Cllr James warmly welcomed the newly elected District Councillor Ashley Jones, wishing him every success for his term of office.</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) 0 members of public were present. b) No under 18s were present.</p> <p>The Chairman closed the open forum and reconvened the meeting at 19:04</p>
4.	<p>Acceptance of Minutes: The Minutes of the Ordinary Parish Council Meeting held on Wednesday 19th November 2025 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: Planning Matters Considered :</p> <p>a) 25/02810/LDE – Proposed- existing use of land as domestic curtilage associated with dwellinghouse at Rough Hill, Low Road, Church Lench, WR11 4UH. This is an application for a certificate of lawful development and not a formal planning application. Following discussion Cllr James to consolidate comments by Members for Clerk to post on Stratford District Council’s planning portal.</p> <p>b) 25/03006/S106 – Approval of Public Open Space Completion Certificate in accordance with Schedule 2, Clause 5 of Section 106 Agreement dated 4 September 2018, and Supplemental Agreement dated 19 August 2021 relating to 18/01498/OUT and 19/01507/VAR at land off School Rd, Salford Priors. Following discussion Cllr James to consolidate comments by Members for Clerk to post on Stratford District Council’s planning portal.</p> <p>Planning Matters Considered via email:</p> <p>c) 25/02501/FUL Proposed - replacement agricultural building (original building destroyed by fire) at Moat Farm, Abbots Salford, Evesham, WR11 8UT. Following consultation via email Clerk responded with “The Parish Council fully supports the application for a sensitively designed replacement agricultural building at Moat Farm. This former building was a long-standing part of the farmyard and contributed positively to the rural character and to key views from Salford Hall (a nearby heritage asset).</p> <p>Replacing the buildings in a way that reflects the former massing, scale and material palette — while ensuring the replacement is legible as a modern reconstruction and economically viable — is the best outcome for the conservation area, the setting of Salford Hall and the wider local area.</p>

The Parish Council's support is based on the planning and heritage policy context set out below and on the site-specific justification that replacement development will conserve and enhance the historic environment in this location if it follows the recommended approach as set out in the heritage statement.

1. **Historic context and harm/benefit balance**

- The former agricultural buildings formed part of the historic farmyard associated with Salford Hall and contributed to a long-established rural view and to the character of the Abbots Salford Conservation Area. The fire has removed that historic fabric; the harm from their loss already exists. A sensitive replacement that restores the massing and reinforces the farmyard character will therefore *reduce* the adverse effect on the setting of Salford Hall and the conservation area. This approach is consistent with the principle in the NPPF of conserving and enhancing the historic environment and taking account of setting when assessing proposals that affect heritage assets.
- Stratford's Core Strategy (Policy CS.8) requires that the Council have regard to the desirability of preserving the historic asset and its setting and that applicants assess the significance of heritage assets. Policy CS.9 requires proposals to reflect local distinctiveness and use appropriate materials. The replacement scheme as described (replicating general mass/scale, careful choice of materials, avoiding unnecessary 'like-for-like' pastiche) aligns with these policies.

2. **Neighbourhood Plan conformity**

- The Salford Seven (Salford Priors) Neighbourhood Development Plan is part of the development plan for the parish and includes objectives to protect the environment, local character and locally important built assets. The principle of replacing a destroyed farm building in a way that conserves character, supports rural economic use and protects views conforms with the neighbourhood plan's aims and with the NDP's). The Parish Council therefore considers the proposal to be in general conformity with the neighbourhood plan.

3. **Design approach — legibility and viability**

- The Parish Council welcomes the applicant's recognition that an exact 'like-for-like' reconstruction is not necessarily appropriate if it would mask the building's origins or make the scheme economically unviable. The preferred approach (replicating the general mass, footprint and rooflines; using traditional local materials where practicable; but allowing obvious modern construction details where necessary so the building remains legible as post-fire replacement) strikes the right balance between heritage conservation and economic viability.

This approach also follows national guidance that encourages proportionate, evidence-based solutions and design that is sensitive to context.

4. **Economic viability:**

- The Parish Council accepts that preserving the general character of the farmstead must be balanced against the economic viability of the replacement. The Council asks the LPA to allow pragmatic modern construction solutions where they demonstrably secure viability and the overall conservation benefit (subject to the above controls). This is consistent with the applicant's submitted justification and with national guidance on proportionate responses to heritage assets.

Conclusion

- For the reasons set out above — the existing loss of fabric, the clear potential for a replacement to reduce harm to the setting of Salford Hall and to restore the character of the Abbots Salford Conservation Area, and the proposal's ability to conform with the NPPF, Stratford-on-Avon Core Strategy (CS.8 / CS.9) and the Salford Priors Neighbourhood Plan — therefore the Parish Council fully supports application 25/02501/FUL, subject to conditions.

Decisions:

- d) **25/02115/LBC** Proposed window and door alterations and installation of gas meter box at The Barns, Station Road, Salford Priors, Evesham WR11 8UX. **CONSENT GRANTED WITH CONDITIONS**
- e) **25/02298/FUL** Removal of old conservatory and replacing to new brick and block constructed extension to form new sunroom for all year round use at 6 Cleeve View, Evesham Road, Salford Priors, Evesham WR11 8UW. **PERMISSION WITH CONDITIONS**

	<p>f) 25/02509/TREE -G1, Group of semi-mature ash & beech - Prune back to suitable secondary branches to ensure up to 2m clearance from dwelling. All pruning cuts to be made at branch junctions, leaving sufficient live growth to maintain or enhance crown for at The Barns, Station Road, Salford Priors, Evesham, WR11 8UX. NO OBJECTION.</p> <p>g) 25/02657/HHPA - Proposed single storey rear extension at 29 Dunnington, Alcester, B49 5NT. PRIOR APPROVAL NOT REQUIRED</p> <p>h) 25/02370/TREE -T1 silver birch Fell, -T2 silver birch – Fell, -T3 sugar maple - Remove deadwood and mistletoe, -T4 Acacia - Remove deadwood, -T5 alder (by lamp) - Fell (dead), -T6 poplar - the car park) at Salford Hall Hotel, Abbots Salford, Evesham, WR11 8UT. NO OBJECTION</p> <p>i) 25/00865/REM - Reserved matters (appearance, landscaping, layout and scale) for Plot 1 only pursuant to outline application 24/00614/VARY for 16no. self-build and custom housebuilding plots at Land West Of Evesham Road, Salford Priors , WR11 8UR. APPROVAL</p>												
6.	<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 McClean, seconded by Cllr Green and agreed by all Councillors. It was agreed that Cllrs Howarth & 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) Members considered a request from St Matthew’s Church for financial support to replace the heating system and to carry out repairs to the roof and guttering. Quotes for the heating replacement are approximately £27,000, and the church has secured a £15,000 NetZero Fund grant, leaving a £12,000 shortfall. Roof repairs are expected to cost £8,000. Cllr James reminded Members that £3,000 had previously been granted towards roof repair work. He noted that recent changes in legislation now permit Local Authorities to fund improvements to churches. Cllr James proposed that the Parish Council allocate £12,000 from CIL funds to support the heating replacement. Cllr Green seconded the proposal, and it was unanimously approved. Clerk to advise the Churchwarden and arrange for the transfer once bank account details confirmed.</p> <p>c) Members considered the quote of £1,213 from the Memorial Hall for a premium quality PVC replacement office door. Although this is the landlord’s responsibility, it was resolved to contribute 50% of the cost to expedite the process. It was noted that the flooring installation has had to be delayed and the office has been unusable for several weeks.</p> <p>d) The Clerk reported that two bleed kits had recently been donated and placed in two defibrillator cabinets. As this is not recommended, it was proposed that one kit be relocated to The Bell Inn and the other to Salford Hall Hotel. Cllr James further proposed the purchase of an additional bleed kit to be placed in the Post Office & Shop. The Clerk will contact each establishment to confirm whether they are willing to hold a kit.</p> <p>e) Members noted the bank account balances:</p> <table border="1" data-bbox="204 1330 987 1594"> <tr> <td>Lloyds Deposit Account</td> <td>77,191.42</td> </tr> <tr> <td>Lloyds Current Account</td> <td>4,545.47</td> </tr> <tr> <td>Lloyds CIL Account</td> <td>197,993.36</td> </tr> <tr> <td>Lloyds Warm Hub Acc</td> <td>3,677.13</td> </tr> <tr> <td>Lloyds Leisure Trails Acc</td> <td>270,168.41</td> </tr> <tr> <td>Total Fund Balance</td> <td>553,575.79</td> </tr> </table>	Lloyds Deposit Account	77,191.42	Lloyds Current Account	4,545.47	Lloyds CIL Account	197,993.36	Lloyds Warm Hub Acc	3,677.13	Lloyds Leisure Trails Acc	270,168.41	Total Fund Balance	553,575.79
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7.	<p>General Reserves: Cllr James proposed to set a minimum general revenue reserve for 26/27 of £55,000, seconded by Cllr Howarth. Unanimous approval by all present.</p>												
8.	<p>2025/2026 Budget: Members reviewed the budget in detail, examining each line item thoroughly. While certain budget areas are expected to slightly exceed projections, others are anticipated to come in under, resulting in an overall surplus of approximately £4,000.</p>												
9.	<p>Budget Proposal 2026/2027</p> <p>a) The Chairman, Cllr Kim James, provided an overview of the recent Public Consultation Meeting regarding future Parish Council budget expenditure. Councillors present were Cllrs Kim James (Chairman), Rosemary Green, and Jan McLean, along with 9 members of the public. The following items were discussed (not in any preferential order):</p> <ul style="list-style-type: none"> - Village Archive Life Story Event – Proposed support of £350, to be funded through a grant application. 												

	<ul style="list-style-type: none"> - British Sign Language Course – Request for a donation of up to £25 per participant. Cllr James proposed that participants contribute £10 each towards the cost. Cllr Maude proposed a budget of £500, seconded by Cllr James, and approved unanimously. This to be placed in the Chairman’s General Fund. - Additional Litter Bin request for the B4088, south of Dunnington crossroads in the layby. Proposed by Cllr Maude, seconded by Cllr James, and approved unanimously. - Additional Benches – Noted that several benches already exist around the parish; no immediate action proposed. - Refurbishment of Princess Diana Memorial Area – To be added to the Project Register. - Improving Communications – Current communication methods include the parish website, email updates for subscribers, social media, and noticeboards. - Potential Drone Landing Site for Medical/Delivery Hub – To be added to the Project Register. - Christmas Decorations on Streetlight Columns – To be added to the Project Register. - Banners on Streetlight Columns – To be added to the Project Register. - Replacement of Remaining Tablets – Estimated cost £2,000. - Youth Initiatives – £1,000, already included on the Project Register. - Additional Streetlights x 2 – St Matthews & Perkins Close, estimated cost £18,000, to be added to the Project Register. <p>b) The Chairman invited the Council to consider the forecast expenditure for 2026/2027. Members reviewed the projected expenditure and, following discussion, agreed a total projected spend of £90,600. Taking into account the estimated £4,000 surplus from 2025/26, Cllr James proposed that “Salford Priors Parish Council set a precept of £88,000 on Stratford-on-Avon District Council for the municipal year 2026/2027”. This proposal was seconded by Cllr Richardson and approved unanimously. Clerk to submit paperwork to Stratford District Council.</p>																								
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10.	<p>Date of Next Meeting: Council confirmed the date of the next Ordinary Parish Council Meeting on Wednesday 21st January 2026 at 7.00pm in the Memorial Hall, Salford Priors.</p>																								
11.	<p>Closure of Meeting: The Chairman closed the meeting at 21.20 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	Rosemary Green	Food Hygiene Training	24.00	4.00	20.00
BACS	Jan McClean	Warm Hub Expenses	124.40		124.40

BACS	Limebridge Rural Services	Christmas/Amenity	4306.20	717.70	3588.50
BACS	Water Plus Ltd	Allotment Water	9.59	1.60	7.99
BACS	Limebridge Rural Services	Planter Contract	240.00	40.00	200.00
BACS	Rosemary Green	Warm Hub Expenses	31.50		31.50
BACS	Steve Baker Services	Various	199.50		199.50
BACS	Limebridge Rural Services	Replace Trees POS	396.00	66.00	330.00
DC	Amazon	Microphones	59.97	9.99	49.98
DD	NEST	Clerk's Pension	****		****
DD	EDF	TOPs Electricity	108.00		108.00
DD	Lloyds	Service Charge	8.50	0.00	8.50
DD	O2	Line Rental Charge	27.55	4.59	22.96
DD	Yu Energy	Streetlight Energy	141.27	6.73	134.54