

Salford Priors Parish Council

**Minutes of an Ordinary Meeting of the Parish Council held
At the Memorial Hall, Salford Priors on Wednesday 18th February 2026**

Present: Councillors: K James (Chairman), R Green, M Howarth, L Maude, J McLean, J Meakins, D Price, A Richardson, District Councillor Jones
Donna Bowles, Clerk to the Parish Council

Also in attendance: 10 members of the public.

1.	<p>Apologies considered for absence: Cllr Lauren Stanley has not attended any meetings since 3 July. In accordance with Section 85 of the Local Government Act 1972, a councillor who fails to attend any meetings of the Council for a period of six consecutive months, and where no approved reason for absence has been granted by the Council, automatically ceases to be a member of the authority. Cllr Stanley is therefore disqualified from office. The Clerk will notify Electoral Services, Stratford District Council accordingly.</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) 10 members of public were present:</p> <ul style="list-style-type: none"> - A representative of The Vineyard Pub advised that the owners have been in contact with Stratford District Council following the pub's closure last year. An application is now being submitted for a residential permit to allow a change of use to residential. - A request was made regarding the Parish Council's opinion on the proposed housing behind Cedar Close. Cllr James responded that, as no formal planning application has yet been submitted, the matter has not been considered by the Parish Council. He added that Rivaland, the property developer, has sent out a consultation to all residents in Salford Priors, which he encouraged residents to complete. - A query was raised regarding potential future planning applications - Cllr James advised that certain sites have been identified in the emerging South Warwickshire Local Plan, proposed by developers and Warwickshire County Council. This information has been publicly available for the past two years on the SWLP website. The Chairman urged all councillors and residents to view the SWLP portal and familiarise themselves with the prospective call for site proposals. He reminded members that the Parish Council had previously made formal representations on the draft SWLP. <p>No under 18s were present.</p> <p>b) County Councillor Cliff Brown was not in attendance but had provided a report –</p> <ul style="list-style-type: none"> - The Council continues to deliver a wide range of initiatives focused on public engagement, health and wellbeing, youth participation, infrastructure investment, and community enrichment. Residents are encouraged to participate in consultations, take advantage of available services, and remain engaged with local opportunities. - Following recent heavy rainfall and further rain forecast, Warwickshire County Council is actively monitoring conditions to mitigate impacts on residents, businesses and visitors across Warwickshire. Since April 2025, 53,131 gullies have been cleaned, with approximately 10,000 more scheduled by the end of March. Members noted Cllr Brown's report. <p>c) District Councillor Jones' Report –</p>

	<ul style="list-style-type: none"> - He attended Salford Priors Parish Council meeting on 9 Feb regarding a potential Rivaland development. Residents' main concerns included HGV use on the proposed access road and general development impacts. - He completed training in planning appeals, housing allocations and finance. - He attended Employment Committee following formal appointment. - He will attend a warm hub session in February and hold further resident surgeries across the ward in coming months. <p>Members noted Cllr Jones' report.</p> <p>The Chairman closed the open forum and reconvened the meeting at 19:15</p>
4.	<p>Acceptance of Minutes: The Minutes of the Ordinary Parish Council Meeting held on Wednesday 21st January 2026 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) 26/00378/TREE - Proposed : T1 - beech - Crown thin by a maximum of 25%. Prune overhanging secondary branches to clear adjacent garage by up to 2metres. Remove deadwood at The Gables, Station Road, Salford Priors, Evesham WR11 8UX. Following consideration Clerk to respond "No objection"</p> <p>b) 26/00125/REM - Proposed : Reserved matters (appearance, landscaping, layout and scale) for Plot 4 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. Following consideration Clerk to respond "No objection" Considered via email:</p> <p>c) 25/03125/REM - Proposed : Reserved matters (appearance, landscaping, layout and scale) for Plot 3 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. Following consideration via email Clerk responded with "No objection"</p> <p>Decisions:</p> <p>d) 25/01858/FUL Proposed - Two storey rear, single storey rear, side and front extensions. Loft conversion and associated works. Drop kerb at 20 School Road, Salford Priors, Evesham, WR11 8XD. Planning Permission Granted with Conditions.</p> <p>Planning Enforcement:</p> <p>e) Bomford Way Section 106 Non- compliance of offering Public Open Space to the Parish Council – The Principal Planning Officer has had a generally positive meeting concluded with agreement on a way forward: replanting failed trees and hedges, and submitting an "as-built" plan for areas needing clarification and compensatory planting—particularly around the flats lacking private space. Items like washing lines in the POS will be addressed by fencing and relocating trees. Vistry now need to submit a plan to be approved.</p> <p>f) Priors Crescent – Clerk has advised the Principal Planning Officer that there is no evidence of spring bulbs and the flooding issue on the Crescent is ongoing.</p> <p>South Warwickshire Local Plan (SWLP): No further updates.</p> <p>Changes to the National Planning Policy Framework (NPPF) Consultation: Cllr Howarth provided a synopsis of the NPPF.</p> <p>The National Planning Policy Framework (NPPF) outlines the UK government's planning policy for England, guiding local councils in preparing local plans and making development decisions. It covers housing, business, transport, and the natural environment, ensuring alignment with the Government's national priorities.</p> <p>Key updates which may affect the Parish include: proposals within settlements should generally be approved unless adverse effects substantially outweigh the benefits (revised from significantly and demonstrably outweigh), while development outside settlements is restricted to specified types including agricultural, rural businesses, brownfield reuse, infill, gypsy/traveller sites.</p> <p>The most significant being development intended to meet an evidenced unmet need such as a failure to demonstrate a five year housing land supply.</p> <p>Consultation proposes a medium site designation (up to 49 houses/2.5 ha) with simplified policy requirements, including the option to pay offsite affordable housing contributions in lieu of providing onsite affordable housing.</p>

	<p>Heritage and natural environment policies are proposed to be strengthened, giving substantial weight to impacts on heritage assets and protected landscapes, revised from previous “great weight.”</p> <p>The Parish Council thanked Cllr Howarth and resolved for Cllr Howarth to provide a response to the consultation.</p> <p>g) Members noted the report from the Public Information Evening, held on 9th February, regarding proposed housing development at land to the rear of Cedar Close, School Road. This information has been provided via social media, e-mails and the Parish Council website.</p>
6.	<p>Clerk’s Progress Report:</p> <p>a) A further update has been requested from Warwickshire County Council Highways regarding the overgrown hedging along School Road ahead of the bird nesting season.</p> <p>b) Dropped kerb accident, School Road – Although some work appears to have been carried out, the details are unclear. The Development Team Senior Engineer for Section 38/278/184 Minor Works at Warwickshire County Council has been contacted for an update.</p> <p>c) The Clerk has issued a purchase order for the repair of the light outside Memorial Hall. Following an extended inquiry, both Orbit Housing Ltd and Warwickshire County Council stated they have no responsibility for the light near the washing line area in Perkins Close. It was agreed that the Clerk would arrange for an independent electrical engineer to investigate.</p> <p>d) The annual service, maintenance and priority call-out contract for TOPs with APM Fire & Security has been renewed for a further year.</p> <p>e) The Parish Office flooring has been completed.</p> <p>Chairman’s Monthly Update:</p> <p>a) Dunnington School – Opening of the Oversley Room by the Lord Lieutenant of Warwickshire</p> <p>b) 2026 marks 150th anniversary of Dunnington School</p> <p>c) A46 (T) meeting with National Highways (27th January 2026) – Update</p> <ul style="list-style-type: none"> - Island Tree Planting Scheme 6 x Rowan Trees under planted with shrubs around the centre leaving a verge for hazard signing. - Timeline March - Concrete barriers to be removed and new parapet to be installed - Timeline March - New warning signs to be installed warning of pedestrians in the road. (But no defined crossing to meet current standards it would be cost prohibited) - Re-establishment of the existing screening boards. <p>d) Letter to Dr Manuela Perteghella, MP on Local Government Reorganisation.</p> <p>e) Letter to Dr Manuela Perteghella, MP seeking support in ensuring the All Party Parliamentary Group for Swimming consider the impact on rural communities on the long term sustainability of local swimming pools and that national action is required to protect these vital facilities.</p>
7.	<p>Highways & Maintenance Officer:</p> <p>a) A works order has been issued for clearance works on AL4.</p> <p>b) Cllr Meakins reported a moss problem on the footway along Evesham Road. He will send photos to the Clerk, who will then coordinate with the Highways & Maintenance Officer to have it cleared or treated.</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 – Clerk has met with Mike McDonnell, Highways Engineer to discuss the long outstanding works at the junction of School/Evesham Rd and prospective kerbing works at Cedar Close. Proposals have been submitted to the Clerk and quotes are awaited. No works will be commenced until the CC Highways Contractors begin in April. 2) Public Open Space - The Clerk has met with National Grid regarding the installation of power to the edge of Priors Crescent. Progress on this project is currently on hold pending approval from Warwickshire County Council Highways. The Clerk has followed up on this matter on two occasions, copying in County Councillor Cliff Brown. 3) NDP – <ul style="list-style-type: none"> - As a quote is still awaited it was resolved to defer considering the appointment of a consultancy to advise on the review of the Salford Seven NDP until the March meeting. - Cllr James proposed the use of Neighbourhood Community Infrastructure Levy (CIL) funds to commission a concept design and feasibility brief for a new community sports hall and community

	<p>building, to replace The Other Place Salford (TOPs), which is no longer fit for purpose. The proposal aligns with the Salford Seven Neighbourhood Development Plan, in particular Policy SP21: New and Improved Community Buildings. Cllr Price seconded. Unanimous approval.</p> <p>4) Playing Field - Clerk has issued the purchase order for the replacement of the fencing around the toddler area with works due to commence 13th April.</p> <p>5) Garden Allotments – A half garden allotment plot became available and was offered to two people on the waiting list. After receiving no response, the Clerk advertised the plot, which has now been taken.</p> <p>6) PROW - Clerk has issued a works order to clear the brambles and hedge along part of AL4.</p> <p>b) Communications</p> <ul style="list-style-type: none"> - Cllr Richardson suggested a meeting with the Working Group to consider the next edition of the Parish Connect. - Cllr Richardson has supplied information regarding a refurbished portable Wi-Fi hotspot to the Clerk. As the cost falls within the Clerk’s delegated authority, it was agreed that she should proceed with the purchase. <p>c) Project Delivery Group – a meeting arranged with Ragley did not take place, due to a mix up of calendar. This has now been rearranged for Friday 27th February. To date there has been no engagement with any of the Solicitors regarding the legal agreements. The Greenway overview from Birketts LLP will be deferred to the March meeting.</p>
9.	<p>Community:</p> <p>a) Asset Reporting Using QR Codes – Cllr Richardson presented a proof-of-concept for asset reporting using QR codes, including estimated printing costs of £20–40. He proposed printing up to 24 labels for public assets on durable, waterproof vinyl/plastic. Cllr Richardson also noted that IT support would be required but has identified a company who can provide the service free of charge, provided monthly reporting remains under 500 entries. The proposal was seconded by Cllr McClean. Unanimous approval. Cllr Richardson to move this forward.</p> <p>b) Bee Squared project - supporting local biodiversity and pollinator-friendly initiatives. This scheme encourages pollinator-friendly initiatives by creating 1m² wildflower areas in gardens, which attract bees and butterflies. This is a nationally run initiative. Cllr James proposed to provide wildflower seeds to both schools in the parish, along with the Warm Hub/Cinema Club/Gardening Club. Cllr Meakins seconded. Unanimous approval. Clerk to order 1 kilo of wildflower mix at a cost of £160 and plastic envelopes for distribution.</p> <p>c) Information – some of the noticeboards need repair/replacement. Clerk will provide detailed information at the March meeting.</p>
10.	<p>English Devolution White Paper: Cllr James read out the Local Government Reorganisation consultation to which everyone responded and Clerk completed online.</p>
11.	<p>Matters Raised by Councillors:</p> <p>a) Cllr Richardson has provided some dates regarding a possible House of Commons visit.</p> <p>b) Cllr Meakins requested whether the traffic calming will be extended along Evesham Rd. This to be placed on the March agenda.</p>
12.	<p>Correspondence Considered: None</p>
13.	<p>Correspondence Noted:</p> <p>a) WALC Weekly Updates – Circulated</p> <p>b) NALC Updates – Circulated</p> <p>c) Alcester South SNT Police Reports - Circulated</p>
14.	<p>Regulatory Document Review:</p> <p>a) Risk Management Policy - agreed with a review in 1 year or earlier if legislative changes occur</p> <p>b) Transparency Policy - agreed with a review in 1 year or earlier if legislative changes occur</p> <p>c) Asset Register – this was agreed as correct and approved.</p> <p>d) Staff Appraisal – the Staffing Committee has been unable to meet to date. A meeting will be scheduled to review the Staff Appraisal policy and consider future requirements. Although the meeting will be public, members of the public will be asked to leave after the introduction due to the sensitive nature of the discussion.</p>
15.	<p>Finance:</p>

- a) The council gave consideration and approval of the payments listed in Appendix A. It was proposed to accept these by Cllr Green seconded by Cllr McClean and agreed by all Councillors. It was agreed that Cllrs Richardson & Howarth 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.
- b) Members noted the payments made between meetings which totalled £14,653.83. These were authorised by the Chairman. Approved.
- c) It was resolved that Cllrs McClean & Price to formally sign the payments sheet from January.
- d) It was resolved for Cllr Price to formally sign the third quarterly documentation.
- e) Members noted the new limit for S137 is £11.60 per elector, up from £11.10 in 2025/26. The increase reflects the percentage rise in the retail price index between September 2024 and September 2025, in accordance with Schedule 12B of the Local Government Act 1972.
- f) Members noted the interim internal audit is taking place on 19th February.
- g) Members noted the bank account balances:

Lloyds Deposit Account	69,766.41
Lloyds Current Account	2,414.87
Lloyds CIL Account	187,605.22
Lloyds Warm Hub Acc	3,416.74
Lloyds Leisure Trails Acc	270,168.41
Total Fund Balance	533,371.65

16. **Date of Next Meeting:**
Council confirmed the date of the next Ordinary Parish Council Meeting on Wednesday 18th March 2026 at 7.00pm in the Memorial Hall, Salford Priors.
17. **Closure of Meeting:** The Chairman closed the meeting at 20.40 hrs

Chairman: _____ Date: _____

APPENDIX A: FINANCE

PAYMENT	PAYEE	DETAILS	TOTAL	VAT	NET
BACS	HMRC	Clerk & PC NIC	284.06	0.00	284.06
BACS	Mrs D Bowles	Salary & Expenses	1352.92		1352.92
BACS	Limebridge Rural Services	Hedge & Shrub Misc Works	312.00	52.00	260.00
BACS	Kim James	Warm Hub Expenses	221.54		221.54
BACS	Jan McClean	Warm Hub Expenses	24.66		24.66
BACS	Water Plus Ltd	Allotments Water Supply	9.91	1.65	8.26
BACS	Mrs R Green	Warm Hub Expenses	21.55		21.55
DD	NEST	Clerk's Pension	214.40		214.40

DD	EDF	TOPs Electricity	216.02		216.02
DD	EDF	Defib Abbots Salford	21.57	1.03	20.54
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	185.89	8.85	177.04

PAYMENTS MADE BETWEEN MEETINGS

PAYMENT	PAYEE	DETAILS	TOTAL	VAT	NET
BACS	Denise Andreo	Allotment Deposit Refund	25.00	0.00	25.00
BACS	Sovereign Play	30% deposit supply	7085.28	1180.88	5904.40
BACS	Sovereign Play	40% interim balance deposit	9447.04	1574.51	7872.53
BACS	Adam Keen	Parish Office Floor	504.00	0.00	504.00
DC	Urbanix	Replacement playing field parts	40.09	0.00	40.09
DC	BHGS Ltd	Flowers	49.95	0.00	49.95
DC	Amazon	AA Batteries	8.99	1.50	7.49
DC	SDC	Bin Emptying	197.42	0.00	197.42
DC	BHGS Ltd	Flowers	52.95	0.00	52.95
Total			17410.72	2756.89	14653.83