

BARFORD, SHERBOURNE AND WASPERTON JOINT PARISH COUNCIL
Minutes of the meeting of the Council held on Monday 14 October 2002 at Sherbourne Village Hall at 7.30pm.

Present: Cllr J V Murphy (Chairman)

Cllrs R Clay, Mrs A Gordon, G P Grima, Mrs M Hayward, K S Hope, D H Hunt,
Mrs J Jackson, G G Morris, R G Mulgrue, M Peters, A Roberts, W Worrall, J T Wright.

In attendnace: PC R French.

86. Apologies for absence

Apologies for absence were received from Cllrs R G Butler (WDC), M P Byerley,
Mrs J Compton (WCC), Mrs M B Haywood (WCC), R Tamlin (WDC).

87. Declarations of Personal and Prejudicial Interests

No interests were declared.

It was resolved that agenda item No. 15 Applications for Grant 2002/2003 be deferred to enable advice on declarations of interest to be obtained from Warwick District Council's Monitoring Officer.

88. Representations by Members of the Public.

No representations were received.

89. Matters for the Constabulary

PC French reported that there were no matters to bring to the attention of Members.

90. Minutes

The minutes of the following meetings were confirmed.

Council	16 September 2002
Planning Committee	16 September 2002

91. Reports from representatives appointed to serve on other bodies

No reports were submitted.

92. Traffic Calming – Barford

The Chairman reported on a site meeting held with a senior representative of Warwickshire County Council Traffic Group to discuss the Councils concerns regarding the traffic calming measures installed in Church Street and High Street, Barford. In addition to Members of the Council three residents were present at the meeting.

The County Councils representative had agreed that they were not effective in reducing the speed of traffic, the humps were noisy and workmanship poor. He had undertaken to report back with proposals to rectify the deficiencies but had indicated that it could be up to six months before work was undertaken.

It was resolved to note the report.

93. Airport Plans

It was agreed to defer consideration of a response to the governments consultation paper seeking views on the development of airports in the UK pending reports from meetings of

Warwick District Council, Warwickshire County Council and the public meeting in Leamington Spa arranged by the BBC .

94. Multi-sports surface etc at Barford Playing Field

It was reported that the tarmac multi sports surface and adjoining path had now been constructed.

Following receipt from the structural engineer of construction details for the shelter and concrete base instructions had been given to the contractor to construct the base for the agreed sum of £650.00. The Councils Financial Regulations would normally require three quotations to be obtained for works in excess of £500 however since the contractor was already on site it was considered desirable to complete this work without further disruption and before weather conditions made site access difficult. In view of this the Consultative Committee had agreed the action taken.

Tenders would now be invited for the supply and erection of the shelter. It was suggested that authority to accept the most suitable tender be delegated to the Consultative Committee. Construction of the shelter would see completion of the scheme.

One of the conditions of the District Councils grant towards the scheme was that the Council gave publicity to the grant assistance received from it. Members were asked how this should be undertaken. It was noted that Warwickshire County Council had also undertaken to provide grant assistance.

It was resolved

- a) To note the report and approve the Consultative Committees action to approve construction of the shelter base in the sum of £650.00.
- b) To delegate to the Consultative Committee acceptance of the most suitable tender for the supply and installation of the shelter.
- c) That following completion of the project the Chairman of Warwick District Council currently Cllr B S Gill be invited to formally open the new facility and an invitation to attend the opening also be extended to a representative(s) of Warwickshire County Council.

95. Trees – Barford Playing Field

It was reported that some of the trees growing adjacent to the new multi-sports surface had low growing branches that could present a potential hazard to users as well as making mowing under them difficult. The oak tree near to the entrance of the playing field also had low growing branches that prevented use of a tractor- mounted mower underneath it. It was therefore desirable that pruning work was undertaken as soon as possible.

Warwick District Council's Arboricultural Officer had been consulted and had made recommendations as to the work required. Consent to undertake the work had been received from Warwick District Council's Planning Department.

Quotations would be obtained for the work. It was anticipated that the cost would be reimbursed by Warwick District Council under the Concurrent Services Scheme.

Provision in the sum of £300 had been made in the current year budget for Open Spaces and Recreation Grounds in respect of repair and maintenance costs. At the present time

this provision was unspent. An amount of £130 was also provided for mower and strimmer maintenance. This provision would not be spent since a contractor had been engaged to undertake mowing of the playing field and village green. It was suggested that this provision be transferred to the repairs and maintenance budget making a revised budget of £430.

It was also suggested that authority to accept the most suitable quotation be delegated to the Chairman and Clerk subject to the cost being able to be met from the revised budget provision and a report submitted to the next meeting of the Council.

It was resolved:

- a) That the current year budget provision in the sum of £130 for mower and strimmer maintenance be transferred to the Open Spaces and Recreation Grounds budget for repairs and maintenance.
- b) To delegate authority to the Chairman and Clerk to accept the most suitable quotation for pruning trees on Barford Playing Field subject to the cost being able to be met from the revised budget provision and a report submitted to the next meeting of the Council.

96. Warwickshire County Council – Annual Emergency Planning Briefing
Cllrs Mrs A Gordon and J V Murphy reported on their attendance at the Annual Emergency Planning Briefing for Parish Councils held on Tuesday 24 September 2002.

The emergency Planning Team had urged that Emergency Plans were regularly updated. They also advised that additional sandbags for flood defence could be provided on request.

It was resolved that Emergency planning be placed on the agenda for discussion at the next meeting.

97. Application for Public Entertainments Licence – Marquee at Sherbourne Park
It was resolved that no objections be raised to an application made to Warwick District for a public entertainments licence to allow music and dancing in a marquee at Sherbourne Park on Saturday 30 November 2002 for the Annual Warwickshire Hunt Ball.

98. Proposed Composting Facility, Longbridge Farm, Sherbourne
A letter received from TJ Composting Services Ltd was considered in which they advised that following completion of an archaeological dig on the site they intended to re-submit their application for a composting facility at Longbridge Farm.

In view of the concern expressed by the Council at their original application they stated that they would like to discuss their proposal with Members in order to reassure them about the scale and nature of their operation. They also said that they were 'open to the idea of a meeting allowing those local residents who had comments or concerns to express themselves'. The company also offered to make arrangements for Members to see an existing composting operation at the Lount Composting Facility at Ashby de la Zouch in Leicestershire.

It was resolved that this matter be passed to the Planning Committee for consideration and decision thereon.

99. A429 Crossing at Sherbourne

It was reported that a request had been received from a resident of Sherbourne for the Council to make representations to Warwickshire County Council for installation of a pedestrian crossing on the A429 at or near the Sherbourne turn.

The resident drew attention to the difficulty of crossing the road at this point particularly by senior citizens, children, cyclists and the disabled. Bus passengers also had to cross the road to and from the stop.

Resolved that representations to overcome the difficulty be made to WCC, Sustrans and the Bus Operator.

100. Warwickshire Crimestoppers

A request from Warwickshire Crimestoppers asking if the Council would again consider making a donation towards their costs was considered.

It was resolved to:

- a) accept Warwickshire Crimestoppers offer for a representative to attend a future meeting to provide further information on their work
- b) defer a decision on the request for a grant pending provision of the additional information referred to in (a).

101. Freedom of Information Act

It was reported that the Freedom of Information Act 2000 applies to all bodies and office holders identified as 'public authorities' for the purpose of the Act. Parish Councils are one of the bodies to whom the Act applies.

Section 19 of the Act requires every public authority to adopt and maintain a publication scheme approved by the Information Commissioner.

Section 20 of the Act provides that the Commissioner may from time to time approve model publication schemes for public authorities falling within a particular class. Where a public authority adopts an appropriate model scheme no further approval is required.

The National Association of Local Councils (NALC) had advised that it would be publishing further guidance very soon. The guidance would give practical steps that parish councils need to take to comply with the obligations of the Act. It would also include a Model Scheme of Publication tailored to the work of parish councils.

The implementation timetable required public authorities covered by the Act to have a scheme approved by the Commissioner and in place by 28 February 2003. To meet this deadline authorities were required to submit their scheme to the Commissioner by 31 December 2002.

In view of NALC's notification that they are publishing guidance it is suggested that consideration of this matter be deferred until this available.

It was resolved to note the requirements of the Act and to defer consideration until the guidance from NALC. Was provided.

102. Accounts and Audit Regulations 2003 – Consultation

It was noted that the Office of the Deputy Prime Minister (ODPM) had issued a consultation paper on proposed Accounts and Audit Regulations 2003. The paper stated that the Secretary of State was minded to amend the Accounts and Audit Regulations 1996 relating to the accounting arrangements of local authorities.

The ODPM proposed that the regulations would be effective from 1 April 2003.

Comments were requested by 2 December 2002 although NALC had requested they be informed of member Councils comments by 25 November 2002 to enable a response to be prepared on behalf of the National Association.

The main proposals affecting parish and town councils were:

- ‘Budgeted income’ is to be replaced by ‘gross income or expenditure’ for the year whichever is higher.
- Dates for approval and publication of accounts are accelerated by three months (June and September in place of September and December) over a period of three years from 2004 to 2006.
- Public inspection rights of Accounts extended from 15 working days to 12 months.
- A requirement to review at least once a year internal control systems and make a statement on the adequacy of internal control.

The Clerk and Responsible Financial Officer advised that he did not anticipate any major difficulties with the amended proposals.

It was resolved that NALC and ODPM be advised that the Council has no objections to the amended proposals.

103. Race Relations (Amendment) Act 2000

At the meeting of the Council held on 17 June 2002 it was reported that as a result of the new legislation local councils were under a general duty to promote race equality and in exercise of their functions must have regard to the need to:

- Eliminate unlawful discrimination
- Promote equality of opportunity; and
- Promote good relations between people of different racial groups.

NALC had advised that local councils need to be able to demonstrate that they had due regard to the matters listed above. They did not have to produce a Race Equality Scheme.

Certain local authorities had specific duties under the Act but for others (including this Council) NALC had provided a suggested form of resolution. This resolution was adopted by the Council as follows:

Resolved:

- a) ‘Barford, Sherbourne and Wasperton Joint Parish Council acknowledges the general duty placed upon it by the Race Relations (Amendment) Act 2000. The Council will continue with its functions and policies to have due regard to the need to eliminate

discrimination, promote equality of opportunity and promote racial equality between people of different racial groups’.

b) That further consideration is given to the matter when the guide for local Councils is received.

The Commission had now produced the guide referred to in part (b) of the adopted resolution. The draft code stated that an authority might find it useful to draw up a clear statement of which of its functions are relevant to the duty.

Members considered that in view of the small number of functions undertaken by the Council the interim resolution set out at (a) appeared to adequately demonstrate the Councils acknowledgement of the duty placed on it by the Act.

It was resolved that the Chairman and Clerk review the interim resolution set out at (a) and report to the next meeting of the Council

104. Audit of Accounts 2001/2002

It was reported that the Councils appointed Auditors – Clement Keys – had completed their audit of the Councils accounts for the year ended 31 March 2002. There were no matters of concern for the attention of Members.

A copy of the completed Annual Return had been circulated with the agenda papers for Members information. Boxes 1 and 7 of Section 1 had been amended as Reserves had been omitted in error.

Clement Keys had submitted their fee account in the sum of £141.00 (£120 plus £21 VAT) this being the rate agreed by the Audit Commission.

It was resolved:

- a) To note completion of the audit of the accounts for the year ended 31 March 2002.
- b) Payment of Clement Keys fee account in the sum of £141.00 be approved for payment.

105. Standards Board – West Midlands Roadshow

An invitation had been received from the Standards Board for a representative(s) to attend its West Midlands Roadshow which would take place on Thursday 7 November 2002 between 5.30pm and 8.45pm at the Royal Pump Rooms, Leamington Spa.

The Board stated that the roadshow aimed to share with parish and town councillors its experiences in the first year of operation and provide an opportunity for Members to discuss how the Code was working on the ground.

Places were limited to the first 20 bookings received from Councillors in this area. In view of this the Clerk reported that he had requested places for Cllrs Mrs A Gordon and JV Murphy who were Parish representatives on Warwick District Council’s Standards Committee

Resolved that the Clerks action be approved

106. Planning Applications Nos W20011196 and W20011517 by Oldhams Transport and Wilcon Homes in respect of proposed residential development at Oldhams Transport Depot, Wellesbourne Road, Barford

It was reported that Warwick District Council had advised that the above planning applications were considered favourably by its Planning committee and referred to the Secretary of State as a departure from the development plan. The Secretary of State had directed that the applications be 'Called In' for his determination instead of being dealt with by Warwick District Council.

The applications would now be the subject of a Public Inquiry. The date had not yet been confirmed but was likely to be March or April 2003. The Council's responses to Warwick District Council in relation to the applications would be disclosed to the Inquiry. The council could if it wished submit representations to the Inquiry.

Resolved:

- a) To note the report
- b) The matter be placed on the agenda for the next meeting of the Council to consider if representations should be submitted to the Public Inquiry.

107. Bank Balances

The following were noted:

	£
As at 7 October 2002	
Bank Account	15615.10
Building Society Deposit Account	27147.46
3.10.02 Balance of precept received from Warwick DC	7450.00
Grant on account received from Warwick DC re Multi-sports surface etc.	8000.00

108. Payment of Accounts

The cheque signatories action in making payment of the following accounts was approved:

	£
Halifax BS – Transfer to Building Society Account.	1600.00
Miss D M Hadley - 50% Rent of Allotments	37.50
Mrs R J Smith - 50% Rent of Allotments	37.50
MFM Services – Mowing Barford Playing Field and Village Green - August	200.00
D H Hartwell – August salary & expenses £312.16, reimbursement of printing & stationery charges – KallKwik £23.05, Staples £4.55	339.76
Butterworth Tolley – 6 th Edition Local Council Administration	37.60
Warwickshire Association of Local Councils – Copy of public notice re Completion of Audit	0.89
MFM Services – Mowing Barford Playing Field and Village Green - September	150.00
Centre 1172 (KallKwik) – Printing charges	29.96
Sadlers Studio – Reimbursement cost of printing drawings for shelter	105.75