

BARFORD, SHERBOURNE AND WASPERTON JOINT PARISH COUNCIL
Minutes of the meeting of the Council held on Monday, 8 September at Barford Memorial Hall at 7.30pm.

Present: Cllr J V Murphy

Cllrs M P Byerley, Mrs S Dean, Mrs A Gordon, G P Grima, Mrs M Hayward,
D H Hunt, Mrs J Jackson, R G Mulgrue, S G Starkey, W Worrall.

In attendance: Cllrs R G Butler (WDC), Mrs C Sawdon (WDC), PC R French.

81. Apologies for Absence

Apologies for absence were received from Cllrs R Clay, Mrs J Compton (WCC),
Mrs M B Haywod (WCC), K S Hope, G G Morris, J T Wright.

82. Declarations of Personal and Prejudicial Interests

The following interests were declared:

Cllr J V Murphy

- agenda item no. 9 Restoration of Barford War Memorial – Personal - wife member of Barford PCC.
- agenda item no. 13.3 – Consideration of Chairmans Allowance – Personal and prejudicial - Chairman of the Council.

Cllr Mrs M Hayward – agenda item no.9 Restoration of Barford War Memorial – Personal – Member of Barford PCC.

Cllr M Byerley – agenda item no. 11 Warwick District Council housing Options Appraisal – Personal - living in Warwick District Council owned property.

83. Representations by Members of the Public

No representations were received.

84. Matters for the Constabulary

Cllr W Worrall reported that he and Cllr R Clay had met with a representative from Hopkins Builders Ltd to discuss the Councils concern regarding the unauthorised use of the shed on their land by young people. Hopkins representative had indicated that he would arrange for the shed to be removed.

Cllr J V Murphy advised that the recently erected signs regarding use of Barford Playing Field had been torn down. PC French suggested that the Council consider the adoption of Byelaws. It was agreed that Warwick District Council should be asked for advice on adopting these.

Concern was expressed regarding a car regularly parked in Watery Lane, Sherbourne and another in Vicarage Lane that was possibly abandoned. PC French indicated that he would investigate these.

Cllr R G Mulgrue asked PC French if it would be beneficial if a Special Constable was available to cover the Councils area when he was unavailable. PC French indicated that the Force welcomed the assistance provided by Special Constables and undertook to report back to a future meeting

85. Access to River Avon – Avonside Cottage and Waters Edge, High Street, Barford

The Chairman read a reply received from Warwickshire County Council in response to the JPC's enquiry regarding progress made on this matter. The reply advised that the County Council had a large number of cases on file and they intended to deal with the application as part of the review of the Definitive Map of public footpaths, bridleways and byways. They indicated that it would be some years before cases in the Barford area would be considered.

Resolved: that the County Council be requested to provide a better indication of the timescale for consideration of this matter.

86. Sherbourne Bus Shelter

It was reported that following the request made at a previous meeting for the cleaning of Sherbourne Bus Shelter WDC Rapid Response Team had now undertaken this. Unfortunately they were unable to deal with removal of the graffiti and advised that the Council would need to make other arrangements.

Sherbourne Members reported that although the shelter had been cleaned the hedge and ditch in the vicinity of the bus shelter still contained a lot of litter and the area required more frequent attention to keep it clean.

Resolved that the report be noted and Warwick District Council be requested to ensure that the area receives regular attention to remove litter.

87. Minutes

The minutes of the following meetings were confirmed:

Council	21 st July 2003
	12 th August 2003
Planning Committee	15 th July 2003
	12 th August 2003

88. Reports from representatives appointed to serve on other bodies

No reports were submitted.

89. Barford Playing Field – Multi-Sports surface etc

The Chairman reported that following a complaint made by a resident to Warwick District Council regarding noise caused by use of the skateboard ramps he had attended a meeting with one of their Environmental Health Officers to discuss ways of overcoming the noise problems. At his request Mr R Braithwaite a resident with specialist knowledge had accompanied him at the meeting.

The Environmental Health Officer advised that sound readings taken in the complainant's property confirmed that noise levels were in excess of those considered acceptable. Several options for reducing the noise level had been discussed. The Chairman stated that the equipment suppliers had offered to change the ramps for their recently introduced insulated versions subject to the Council paying the additional cost involved. He was also investigating the other options that had been discussed and would be discussing the proposals with Warwick District Council Leisure Amenities Department. A report setting out remedial proposals would then be submitted to a future meeting.

Resolved:

- a) That the report be noted.
- b) That the cost of changing the equipment for the insulated version be ascertained.

90. Restoration of Barford War Memorial

It was reported that instructions to proceed had been given to the contractors and the architects. The main contractor – Fern Construction - had indicated that they intended to commence work on 15 September 2003 and had given an assurance that it would be completed in time for Remembrance Sunday in November.

The architects had confirmed that their fee for supervising the work would be £500 plus VAT as previously agreed.

Resolved: that the report be noted.

91. Number of Councillors

Cllr Mrs Sawdon reported that Warwick District Council had advised that the number of Councillors was determined by the JPC when it was set up. There was no prescribed ratio of councillors to electors. It was open to the Council to recommend changes to the Returning Officer with a request for approval and the preparation of a revised Order.

Resolved: that consideration of this matter be deferred to enable information to be obtained from Warwick District Council and the Warwickshire Association of Local Councils on the ratio of Councillors representing other grouped parish councils.

92. Warwick District Council – Housing Options Appraisal

Cllr R Mulgrue reported that the Working Party appointed to consider this matter had met and their report had been circulated for information and approval.

93. Village Specific `Bus Timetable

Cllr R Mulgrue reported that the Warwick SMARTI fund offer of £518 towards the production of the timetable had been accepted. Production of the leaflet would now be undertaken and assistance would be required with delivery to each household. Assistance would also be required with surveying bus schedules.

Resolved: that the report be noted.

94. New Regulations on Members Allowances

It was reported that guidance on the new regulations had been received from NALC and a copy provided to all Members for information.

Whilst the new Regulations came into force on 1 May 2003 existing arrangements could continue until 31 December 2003.

Resolved: that consideration of the new Regulations be deferred until the October meeting of the Council to enable Members to examine the information provided by NALC.

95. Barford Traffic Calming

It was reported that the Working Party had again met with representatives of Warwickshire County Council to discuss the Councils and residents continuing concern on the ineffective installations.

The Chairman read a letter received from the County Council in which they proposed reversing the chicane in High Street to improve safety. They also proposed to alter the profile of the humps and coat them with black tarmac to reduce noise.

Mr P Hunt a resident of Church Street urged the Council to request the County Council to remove all the installations which he felt was the feeling of residents at the Barford Annual Parish Meeting held in April 2003.

Resolved: that WCC be informed that their latest proposals remained unsatisfactory to the Council and those residents present at the meeting. Furthermore it was requested that examples of exactly the tables proposed be quoted in order that they could be

inspected before any approval for the same could be given. Further support was voiced for fiberoptic signing on High Street and flashing school crossing lights.

96. Allotments – Wasperton Lane

Cllr Byerley who had undertaken to review the terms for use of the allotments circulated a draft tenancy agreement for Members approval. He was also endeavoring to identify the individual number and size of the various plots.

Cllr Byerley also referred to the overgrown condition of the vacant allotments and indicated that he might be able to arrange for them to be cleared without cost to the Council.

The Clerk reminded Members that the Council only had a 364 day tenancy of the land and this should be made clear to intending allotment holders.

Resolved:

- a) that consideration of a tenancy agreement be deferred pending further information on the allotments available for letting;
- b) that in the event that clearing of the overgrown area is not undertaken without charge quotations for the work are obtained and submitted to a future meeting for consideration.

97. Use of allotment path by horses

It was reported that Warwickshire County Council had been contacted to clarify the position regarding the use of paths by horses.

The Councils reply advised that whilst a landowner could agree to riders using public footpaths and byways responsibility for repair of any damage caused and removal of manure was then their responsibility.

Resolved:

- a) that the County Councils reply be noted;
- b) that the contents of the County Councils reply be conveyed to the landowners concerned.

98. Public Transport Interchange Strategy

Cllr R G Mulgrue reported that the Working Party (Cllrs Clay, K Hope and R Mulgrue) set up to consider the strategy and its linking with other strategies had met and submitted a response on behalf of the Council.

A copy of the response had been circulated to all Members. In particular the Working Party had considered it was important that bus and rail services should be more integrated.

Resolved that the response be noted and approved.

99. ODPM Consultation Paper - Providing Indemnities to relevant authority officers and Members

It was resolved that the ODPM be advised that whilst the Council is in general agreement with the proposal it does not agree that the indemnity should cover an Officer or Member who has broken the Code of Conduct

100. Quality Parish and Town Council Scheme
It was reported that additional copies of the scheme had been requested but these had not yet been received.

Resolved: that consideration of the Scheme be deferred until the additional copies are available.

101. Response to Complaint on Warwickshire County Council Committee Report and Management of Composting Site Application
Members considered the reply received from Warwickshire County Council in reply to the Councils complaint regarding the County Councils handling of the application to construct a composting site near Sherbourne.

The County Councils reply acknowledged that the points made in the Councils complaint were well founded and as a result they intended to improve their arrangements on matters where consultation with other bodies/persons was required.

Resolved: that the County Councils reply be noted.

102. Application by Glebe Hotel under the Marriage (Approved Premises) Regulations
Liz Boileau on behalf of the REGISTRATION SERVICE had contacted the Chairman following receipt of an objection from a resident to the granting of a licence under the above Regulations. She had inspected the facility at the Glebe and based on previous experience did not consider that granting approval would materially change the patronage of the Glebe such as to increase the parking requirements which was the main reason for the resident's objection. She advised that the final decision was the responsibility of the County Solicitor. She undertook to keep the Council informed of progress of the application.

Members stated that they did not agree with the view expressed by Ms Boileau. It was considered that the granting of a licence would increase the patronage of the hotel and increase the number of occasions on which parking problems caused inconvenience and danger to other road users in the vicinity of the hotel.

Resolved: that the Councils objection to the granting of a licence be conveyed to the Registration Service and the County Solicitor.

103. Bank Balances
As at 31 August 2003
- | | |
|----------------------------------|-----------|
| Bank Account | £ 3578.57 |
| Building Society Deposit Account | 30658.67 |

Receipts banked in the last period	
War Memorial donations and buy a brick	4172.05
SMARTI grant re bus timetables	518.00

104. Payment of Accounts
a) The cheque signatories' action in making payment of the following accounts was approved:
- | | |
|--|--------|
| | £ |
| D Hartwell fees August | 166.66 |
| P Walters salary August | 182.19 |
| Walters Management Services – office expenses August | 74.96 |
- b) Payment of the following accounts was approved:
- | | |
|--------------------------|--------|
| D Hartwell fee September | 166.66 |
|--------------------------|--------|

MFM Services mowing July		159.00
Miss D M Hadley	50% allotment rent	37.50
Mrs R J Smith	50% allotment rent	37.50

105. JPC Representative on Governors of Barford School.

At the July 2003 meeting of the Council it was reported that Mrs Helen Clays term of office as the JPC representative on Barford School Governors would cease on 30 November 2003

The School Governors had now asked the Council to extend Mrs Clay's appointment for a period of one year.

It was reported that new Regulations that came into effect on 1 September 2003 had removed the right of the Council to appoint Representative School Governors. The Council was therefore unable to accede to the request.

Resolved: that the Governors be informed that the new Regulations do not enable them to extend Mrs Clay's appointment.

106. Warwickshire County Council – Electoral Boundary Review

It was reported that since the agenda had been prepared a letter had been received from The Boundary Committee advising that they had considered the proposals for the review of Warwickshire County Council Electoral Divisions.

The Boundary Committee advised that they did not accept Warwickshire County Councils proposal to include the JPC's three parishes in Warwick South, a predominantly urban ward. The Boundary Committee proposed a two member Bishops Tachbrook Division consisting of the whole of Bishops Tachbrook Ward along with the majority of Budbrooke Ward (excluding Hatton which would join Leek Wootton)

The Committee invited comments on their proposals by 20 October 2003. It was noted that this date coincided with the date of the next meeting of the Council.

Resolved:

- a) that the consideration of the Boundary Committees proposals be deferred to the October meeting of the Council subject to them confirming that they would accept any comments made by the Council and submitted to them immediately following the meeting.
- b) That in the event that the Boundary Committee are not willing to extend the response date a Special Meeting of the Council be arranged to consider the proposals.

107. Appointment of Clerk and Responsible Financial Officer

The Appointment Working Party reported that Mr Terry Offiler had accepted the appointment of Clerk and Responsible Financial Officer and would be in post from 1 October 2003.

Mr Offiler had been appointed at a commencing salary of £3124.00 per annum this being 7/37 hours of spinal column point 21 of the National Salary Scales for Local Council Clerks LC1. The terms and conditions of employment are those recommended by the National Association of Local Councils.

Mr Offiler has undertaken to provide his own office facilities including computer and as a contribution to these expenses a payment of £500.00 per annum (paid as a

monthly amount) has been agreed. The cost of telephone calls, stationery, printing charges and travelling expenses will be separately reimbursed.

Resolved: The appointment of Mr Offiler be confirmed.

108. Cheque Signatories

108.1 It was reported that following the appointment of Mr Terry Offiler as Clerk and Responsible Financial Officer to replace Mrs Pat Walters it was necessary to amend the signatories to the Councils Bank and Building Society Accounts.

108.2 It was resolved that with effect from 1 October 2003:
A Bank Account be continued with HSBC plc (the 'Bank') and the Bank is authorised to:

- a) pay all cheques and other instructions for payment signed on behalf of the Council by any two of the following Councillors – Cllr David H Hunt, Cllr Graham G Morris Cllr John V Murphy – and the signature of the Clerk and Responsible Financial Officer – Mr Terry Offiler (the signatories) whether any account of the Council is in debit or credit;
- b) deliver any item held on behalf of the Council by the Bank in safekeeping against the written receipt of the signatories; and
- c) accept the signatories as fully empowered to act on behalf of the Council in any other transactions with the Bank.

That any debt incurred by the Bank under this mandate shall in the absence of written agreement by the Bank to the contrary be repayable on demand.

That the Clerk and Responsible Financial Officer is authorised to supply the Bank as and when necessary with lists of persons who are authorised to sign give receipts and act on behalf of the Council and that the Bank may rely upon such lists.

That these resolutions remain in force until cancelled by notice in writing to the Bank signed by the Chairman or Clerk and Responsible Financial Officer claiming to act on behalf of the Council and the Bank shall be entitled to act on such notices whether the resolutions have been validly cancelled or not.

108.3 It was resolved that:

An account be continued with the Halifax Building Society and the Society is authorised with effect from 1 October 2003 to accept instructions from any two of the following signatories named below for all purposes connected with the account:

Cllr David H Hunt, Cllr Graham G Morris Cllr John V Murphy

Plus in addition the signature of Mr Terry Offiler the Councils Clerk and Responsible Financial Officer.

109. Play Area – Barford Playing Field

The Chairman reported that it had been necessary to order a further load of bark chippings to top up the bark safety surface under the play equipment.

Resolved: that the action taken be confirmed.

110. Additional Bus Shelter- Wellesbourne Road, Barford
It was reported that Warwickshire County Council would shortly install the last of the additional bus shelters they had agreed to provide in Wellesbourne Road, Barford near the Granville Arms after consultation with nearby residents.

111. Sherbourne Fruit Farm – Parking of Commercial Vehicles
Concern was expressed that a number of commercial vehicles were regularly parked at Sherbourne Fruit Farm adjacent to the A46 road. Members queried whether Planning permission was required.

Resolved: that the attention of Warwick District Council be drawn to the use of the Farm for the parking of commercial vehicles.

112. Barford Memorial Hall – New Toilet Extension
Cllr Worrall reported that Cllr K Hope Chairman of the Hall Management Committee extended an invitation to all Members to attend the Official opening of the toilet extensions to the Hall which would be held on Saturday 27 September 2003 at 12.00 noon.