

BARFORD SHERBOURNE AND WASPERTON JOINT PARISH COUNCIL

Minutes of the meeting of the Joint Parish Council held at Wasperton Village Hall on Tuesday 15th November 2005

Present: Cllr J V Murphy (Chairman)
Cllr Mrs M A Hayward, Cllr K S Hope, Cllr R G Mulgrue, Cllr S G Starkey, Cllr W Worrall, Cllr Mrs A Gordon, Cllr G P Grima, Cllr Mrs J A Jackson, Cllr Dr M J Metcalfe, Cllr G F Smith, Cllr J T Wright, Cllr Mrs Sawdon

Apologies: Cllr M P Byerley, Cllr R Clay, Cllr L Caborn,

Opening

- 182 The meeting opened at 7:30 pm
- 183 No members of the public were present.
- 184 Apologies for absence were noted.

Declarations of Personal and Prejudicial Interests

- 185 None was declared

Matters for the Constabulary

- 186 The CBO was unable to attend for family reasons. Her written report was read to members.

In response to continued unease over the service level provided by the police, Cllr Mrs Sawdon offered to explore the matter further with Peter Cutts, particularly with reference to the passage of information.

Minutes of the Meeting of Council 18th October 2005

- 187 The minutes were accepted as a true record.

Matters Arising

- 188 Minute 176. Cllr Hope gave an update on the Barford Store & Post Office
- 189 Minute 177.2. The Chairman confirmed he had engaged a jobbing contractor.

Minutes of the Meeting of the Planning Committee 10th October 2005

- 190 The minutes were accepted as a true record. There were no matters arising.

Minutes of the Meeting of the Planning Committee 1st November 2005

- 191 The minutes were accepted as a true record.

Matters Arising

- 192 Minute 95. In discussing this application it had come to light that the dwelling had a 2m high timber fence adjacent to the road which, based on a precedent in another part of Sherbourne, required planning permission and this had not been sought. The Clerk was instructed to bring this to the attention of WDC. WDC's response acknowledged the facts of the case but stated that because the infringement was older than four years, it was beyond the power of the Planning Authority to remedy. Not satisfied with this, members further instructed the Clerk to seek the opinion of the Highways Department.

Reports from Representatives Appointed to Serve on Other Bodies

- 193 Cllr Starkey reported on a Police Reform Consultation he had attended on behalf of the JPC.
- 194 Cllr Mrs Jackson and Cllr Mrs Sawdon had attended a presentation on the M40 Junction 15/A46 project.
- 195 Cllr Murphy and the Clerk had attended the WALC AGM.

Cash Balances as at 1st November 2005

- 196 Members took note of the following cash balances:

	Reconciled	Cash Book
HSBC	£11,342.63	£9,991.27
Alliance & Leicester	£20,109.51	£20,218.37
Total	£31,452.14	£30,209.64

Receipts and Payments

- 197 Members endorsed the following:

Date	Cheque	Payee	Category	HSBC		Alliance & Leicester	
				Debit	Credit	Debit	Credit
19 Oct 05		HSBC	09 Interest		0.26		
21 Oct 05		Central Networks	09 Wayleave		3.77		
21 Oct 05	101503	PCC St Peter's Church Barford	01 General repairs and maintenance	52.48			
24 Oct 05	101504	Clement Keys	08 Audit Fees	141.00			
24 Oct 05	101505	Warwickshire Trg Partnership	08 Training and Seminar Expenses	25.00			
26 Oct 05		WDC	09 Concurrent services		572.27		
26 Oct 05	101506	R J Smith	03 Hire of land	37.50			
26 Oct 05	101507	D M Hadley	03 Hire of land	37.50			
31 Oct 05	101508	J F Johnson	08 Travel	13.60			
31 Oct 05	101509	J F Johnson	08 Postage	24.75			
31 Oct 05	SO	Inland Revenue	08 Employment Expenses	304.77			
31 Oct 05	SO	J F Johnson	08 Employment Expenses	633.24			
31 Oct 05	SO	J F Johnson	08 Office Accommodation	42.95			

Management Accounts as at 1st November 2005

- 198 Members took note of the management accounts at Annex A to these minutes

Annual Return 2004-5

- 199 Members took note of the completion of the audit.
- 200 An unqualified opinion has been given. The matters arising were a request by the auditors for:
- An audit trail for the closure of the Halifax savings account
 - A copy of the asset register
 - The Chairman's contact details
- 201 The closure was advertised on the notice boards in the three villages and a copy of the notice sent to the auditors.

Authorized Signatory for JPC Accounts

- 202 The decision to appoint Cllr R G Mulgrue as an authorized signatory for the JPC's current and savings accounts requires motions to renew the mandates.
- That for the HSBC Bank at Annex B to these minutes.
 - And for Alliance & Leicester at Annex C to these minutes.

Barford Playing Fields

- 203 The JPC's own periodic health and safety inspections and a report from RoSPA showed that the safety surfacing in the pits beneath the swings and slide requires replenishment.
- 204 The Clerk had identified CPA Horticulture as the best value for money supplier.
- 205 It was agreed to spend £1,582.16 (including VAT) on the purchase of this material.

Byelaws

- 206 The recently approved byelaws for the playing fields and open spaces should be displayed to the public.
- 207 The Clerk had identified Multimount Ltd as the best value for money supplier for such signs.
- 208 It was agreed to purchase three signs at a total cost of £297.82 (including VAT) delivered to site.
- 209 It was further agreed to delegate to the Chairman and Clerk authority to spend such reasonable sums as were necessary for installation.

Notice Boards

- 210 A notice board in Sherbourne is rotting and should be replaced.
- 211 Wasperton is in need of more notice board space. The Clerk had identified a reputable manufacturer of notice boards offering good value for money.
- 212 It was agreed to obtain a manufacturer's brochure for each of the villages and that the final choice of notice board should be made known to the clerk so that he could place orders.

Cooption of Parish Councillor

- 213 Following a mail shot to every house in Sherbourne, two valid candidates had offered themselves for selection.
- 214 On a secret ballot, Mr Edward G Scrannage was coopted as a Councillor for Sherbourne.
- 215 The Clerk was instructed to write to the unsuccessful candidate to express the JPC's gratitude for taking part in this process.

Any Other Business

- 216 Copies of the "Draft Statement of Community Involvement" were passed to Sherbourne and Wasperton Councillors for independent response.
- 217 Cllr Worrall requested that the agenda for the next meeting should have an item: "Remembrance Day Wreaths".

- 218 Cllr Dr Metcalfe expressed concern over the lack of safe cycle paths out of Wasperton. He agreed to submit a paper to the next meeting on this subject.
- 219 Cllr Smith reiterated the general concern about the lack of police response and asked for sight of the service level agreement Warwickshire Police had for supporting rural communities.
- 220 Cllr Mrs Gordon deplored both the number of fly posters on roads about Sherbourne and the WCC's apparent poor response to earlier requests from the JPC for action.
- 221 There being no further business the meeting was closed at 9:30 pm

Date of Next Meeting

- 222 The next ordinary meeting of Council is on Tuesday 17th January 2006 at 7:30 pm in Barford Memorial Hall

**ANNEX A
TO BS&W JPC
MINUTES OF
15 NOV 05**

MANAGEMENT ACCOUNTS AS AT 1 NOV 05

	Budget	YTD	FOO	Budget v FOO
1 Recreation Grounds and Open Spaces				
General repairs and maintenance	-1,000	-220	-1,000	0
Mowing charges	-1,200	-1,300	-1,500	-300
Barford Village Green upgrade climbing frames	-1,645	-1,645	-1,645	0
Skateboard ramps noise reduction	-1,250	-424	-424	826
Income:				
WDC grant upgrade climbing frames	1,645	1,665	1,665	20
Barford playing field lettings	150	150	150	0
	<u>-3,300</u>	<u>-1,775</u>	<u>-2,754</u>	<u>546</u>
2 Bus Shelters				
Repairs and maintenance	-400	-315	-600	-200
	<u>-400</u>	<u>-315</u>	<u>-600</u>	<u>-200</u>
3 Allotments				
Hire of land	-150	-75	-150	0
Income:				
Allotment rents	60	0	60	0
	<u>-90</u>	<u>-75</u>	<u>-90</u>	<u>0</u>
4 Churchyard Maintenance				
Grants	-1,000	0	-1,000	0
	<u>-1,000</u>	<u>0</u>	<u>-1,000</u>	<u>0</u>
5 Village Halls				
Grants	-2,460	0	-2,460	0
	<u>-2,460</u>	<u>0</u>	<u>-2,460</u>	<u>0</u>
6 Tree and Bulb Planting				
General expenses	-100	0	0	100
	<u>-100</u>	<u>0</u>	<u>0</u>	<u>100</u>
7 Roadside Seats				
Repairs and maintenance	-100	0	0	100
	<u>-100</u>	<u>0</u>	<u>0</u>	<u>100</u>

8 Other Expenses				
Advertising and Publicity	-300	-86	-86	214
Audit fees	-380	-201	-201	179
Bank Charges	-20	0	0	20
Books and publications	-100	0	0	100
Chairman's allowance	-340	-340	-340	0
Election expenses	-940	0	0	940
Employment expenses	-8,400	-6,566	-11,256	-2,856
Hire of meeting venues	-140	0	0	140
Insurances	-750	-850	-850	-100
Litter bins WDC charges	-100	0	0	100
Noticeboard repairs and maintenance	-200	0	-100	100
Office accommodation	-520	-301	-520	0
Postage	-520	-186	-350	170
Printing and stationery	-590	-605	-1,000	-410
Subscriptions:				
Association of Local Council Clerks	-100	0	-100	0
Association of Local Councils	-310	-329	-329	-19
Training and seminar expenses	-500	-150	-300	200
Travel	-410	-330	-410	0
Contingency	-1,000	0	0	1,000
	<u>-15,620</u>	<u>-9,945</u>	<u>-15,842</u>	<u>-222</u>
9 Other Income				
Concurrent services contributions WDC	1,670	1,946	1,946	276
Interest	150	194	450	300
Precept	17,268	17,267	17,268	0
VAT prior year	1,000	1,122	1,122	122
Wayleave	4	4	4	0
	<u>20,091</u>	<u>20,533</u>	<u>20,790</u>	<u>699</u>
10 Section 137				
Section 137 grants*	-2,500	0	0	2,500
	<u>-2,500</u>	<u>0</u>	<u>0</u>	<u>2,500</u>
11 Barford Parish Plan				
Income	750	500	500	-250
Expenditure	-3,470	-1,192	-3,176	294
	<u>-2,720</u>	<u>-692</u>	<u>-2,676</u>	<u>44</u>
TOTALS	<u>-8,199</u>	<u>7,732</u>	<u>-4,632</u>	<u>3,567</u>

RESOLUTION TO AMEND BANK MANDATE WITH HSBC BANK

- (i) That a bank account or accounts be continued with HSBC Bank plc (the 'Bank') and the bank is authorized to:
 - a) pay all cheques and other instructions for payment or accept instructions to stop such payments signed on behalf of the Joint Parish Council by any two of the listed signatories and the Clerk/RFO (the 'signatory') whether any account of the Joint Parish Council is in debit or credit;
 - b) deliver any item held on behalf of the Joint Parish Council by the Bank in safe keeping against the written receipt of the signatory; and
 - c) accept the signatory as fully empowered to act on behalf of the Joint Parish Council in any other transactions with the Bank (including closing any account(s)).
- (ii) That any debt incurred to the Bank under this mandate shall, in the absence of written agreement by the Bank to the contrary, be repayable on demand.
- (iii) That the Clerk/RFO from time to time is authorized to supply the Bank as and when necessary with lists of persons who are authorized to sign, give receipts and act on behalf of the Joint Parish Council and that the Bank may rely upon such lists.
- (iv) That these resolutions remain in force until cancelled by notice in writing to the Bank, signed by the Chair Person or Clerk/RFO from time to time acting or claiming to act on behalf of the Joint Parish Council and the Bank shall be entitled to act on such notice whether the resolutions have been validly cancelled or not.

**RESOLUTION TO AMEND BANK MANDATE WITH ALLIANCE AND LEICESTER
COMMERCIAL BANK**

The list of authorized signatories to the account shall be amended by the inclusion of the name of Robert G Mulgrue and the removal of that of Graham G Morris such that the complete list now comprises:

- John V Murphy
- John T Wright
- Robert G Mulgrue
- James F Johnson