

BARFORD SHERBOURNE & WASPERTON JOINT PARISH COUNCIL

Minutes of the Meeting of the Joint Parish Council held in Barford Memorial Hall on Mon 13 January 2025

Present:	Chairman: Cllr J V Murphy Cllr: J T Barrott, J D Billingham, R Clay, H Gadsden, J M Hawkesford G Jackson, Mrs S Jarratt, T Merrygold, P Phillips, Mrs R Newsome, B Ranner, M J Sheard,
Apologies:	Cllr: Mrs K E Thomson
In attendance:	Cllr J Matecki

Opening

117 The meeting opened at 7:30 pm.

Declarations of Disclosable Interests

118 None

Public Participation

119 1 member of the public attended the meeting.

Statement from Carmel and David Coleman presented by the Clerk to the Council

Minutes of JPC Meeting 11th November 24

120 The minutes were approved as a true record. There were no matters arising.

Minutes of JPC Planning Meeting 14th October 24 and 25th November 24

121 The minutes were approved as a true record. There were no matters arising.

Financial Report

122.1 Cash Book Balances as at 31st December 2024

- HSBC £91,237.50
- Santander £76,695.98

The JPC took note.

122.2 Receipts and Payments

Date	Payee	Category	Total
01 Nov 24	Santander Interest	Interest	67.76
01 Nov 24	Stripe	BSC	43.56
11 Nov 24	R Clay (City Plumbing)	KGF	-5.39
11 Nov 24	Peter's Barford PCC	Section 137 (wreath)	-19.99
11 Nov 24	Countryside Services	War Memorial Wasperton	-31.00
11 Nov 24	E-ON	KGF	-108.42
11 Nov 24	Cool Breeze Technology	Section 111 (it support and malware)	-99.00
17 Nov 24	Pyments of Campden Ltd	Barford Bus Shelter	-10,170.00
17 Nov 24	Cllr Roger Clay	KGF (TCL Tool Hire)	-5.00
17 Nov 24	Cllr Harry Gadsden	KGF (Petrol)	-7.41
17 Nov 24	Peter Pierson	KGF (BPS - Plumbing parts)	-15.97
17 Nov 24	WaterPlus	KGF	-166.74
17 Nov 24	BYCC	Allotments Water Supply	-97.44
20 Nov 24	Employee 3	Employment Expenses Salaries	-72.80
21 Nov 24	HSBC Charges	Bank Charges	-10.00
25 Nov 24	JPC Office	JPC Office	-75.00
28 Nov 24	Employee 1	Employment Expenses Salaries	-1,196.20
28 Nov 24	Employee 2	Employment Expenses Salaries	-209.29
29 Nov 24	Nest	Pension	-114.53

Date	Payee	Category	Total
01 Dec 24	Santander Interest	Interest	65.64
02 Dec 24	Stripe	BSC	31.22
13 Dec 24	WCC County Fund	Defibrillator Grant	1,500.00
15 Dec 24	DCK Payroll Solutions	Payroll Services	-36.00
15 Dec 24	Frank Mann Farmers	KGF	-1,392.95
15 Dec 24	DCK Payroll Solutions	Payroll Services	-57.00
19 Dec 24	Godfrey Payton	KGF	-938.00
19 Dec 24	SLCC	Annual Membership	-190.00
19 Dec 24	Employee 3	Employment Expenses Salaries	-93.60
21 Dec 24	HSBC Charges	Bank Charges	-8.00
27 Dec 24	Nest	Pension	-97.38
27 Dec 24	JPC Office	JPC Office	-75.00
27 Dec 24	Employee 1	Employment Expenses Salaries	-1,029.81

The JPC endorsed these transactions.

122.3 Management Accounts to 31st December 24 -See Appendix 1

The following adjustments to the Management Accounts FOO Budget were noted:

Bus Shelter Refurbishment £15,336 (adjusted from £15,000)

Footpath £25,764 (adjusted from £28340)

Training and Expenses £ 210 (adjusted from £200)

The net effect of this adjustment is an increase in the Discretionary Reserve of £ 2,230

The JPC endorsed these accounts

Barford Bus Shelter Restoration - Update

123 Cllr Sheard confirmed that all remedial works have now been completed.

Phone Mast

124 Report provided by Cllr Hawkesford –

I met with parishioner Phil Morris, who is involved in the telecommunications world and ICON in December.

The driver for a new tower is the signal black hole around J15 of the M40 – Barford is an extra bonus but not an area where a new tower would be erected easily due to the small numbers involved.

Icon would build the tower and hope to get as many providers as possible to use it.

The ideal site for coverage for both areas would be to the north of Fisherman's car park however, the landowner did not like this option as it would take up too much land for the monies being offered and I personally believe we may have a planning issue from Nimby issues due to the size.

David Smith-Ryland mentioned a site opposite the motorway depot that used to have a phone mast on previously. ICON thought this a far easier option to go with and is making the application accordingly.

The advantage to this is that it is close to the M40 for the hole in service at this location. The fact that it has had this use before and the concrete pad is still in place should mean an easier route through the planning system and I would urge the planning committee to look at the wider picture with respect to village needs.

The downside is that in 1.5km is the mini roundabout. People living within this arc should get a good signal but it will reduce from this point the further south you go.

JMH 13 January 2025

Cllr Hawkesford to keep the JPC informed of progress.

JPC Social Media Engagement Trial

125 Trial finishes end of January – held over until February meeting

JPC Email/Website

- 126 The Clerk provided feedback having attended on-line session provided by the Parish Council Domains Helper Service Team advising of the benefits of moving to a .gov.uk domain which fall into three main categories:
- Credibility – The .gov.uk domain name is only available to UK public sector organisations and is strictly controlled, therefore communications are immediately recognised as legitimate.
- Administration: More efficient control over e-mail accounts. Managing joiners and leavers can be done centrally.
- Cyber Security: .gov.uk domains must meet strict security criteria, including Cyber Essentials which ensure they are well protected. With central government there are teams whose job it is to scan .gov.uk domains for threats and vulnerabilities ensuring that we are less exposed to data breaches, phishing attacks, and loss of trust and reputation.
- The following three companies have been recommended by Parish Councils who have used their services to move to a .gov.uk domain. They also appear on the central government approved supplier list:

Parish Online
Cloud Next
Free Thought

For audit purposes, and as best practice, the Clerk will obtain three quotes to be reviewed at the February meeting.

S106 Funding Offer – JPC Footpath

- 127 Cllr Sheard confirmed that the JPC footpath had been successfully completed in December. There will be a need to do some seeding in Spring with Cllrs volunteering to undertake this task.
- The JPC thanked Cllr Sheard for all of his hard work in managing this project.

Defibrillator at BYCC

- 128 The Chairman confirmed that the WCC Councillors' Grant of £1500 had been received. With Football Dad's pledging £500 towards the cost and potential funding from Barford Relief in Need we are now in a position to move forward with the project.
- JVM to update at February meeting.

Bank Mandate

- 129 Resigned Clerk, James Johnson to be formally removed from all existing bank mandates.
- JPC Approved

Village Notice Boards

- 130 A survey will be undertaken in each village to establish the required renovation/replacement work for existing notice boards and the need for provision of new notice boards. The following Cllrs will provide their input by May 25 JPC meeting.
- Cllr Murphy - Barford
Cllr Merrygold - Sherbourne
Cllr Billingham – Wasperton

SWLP – Preferred Options Approved for Consultation

- 131 The JPC agreed to form a working party to put together the response to the Preferred Option version of the South Warwickshire Local Plan (2050) for the combined areas of Warwick and Stratford on Avon District Councils for the next 25 years.
- All Cllrs will be part of the working party, with first meeting to take place on Wednesday 29th January at 7.45pm.
- The deadline for the response is 7th March 2025

Barford Church Clock

- 132 The JPC was approached by St Peter's Barford PCC to request funding of up to £250 for the maintenance of Barford Church Clock for the year 24/25. A vote was held resulting in the predominant decision not to fund the maintenance of the clock for this year.
The PCC have been advised of the decision.

Precepts

- 133 It was proposed that the precept for 2025-26 be set at £71,500. This means that the Band D Council Tax for 25/26 will be calculated at £73.42 (proposed precept £71,500 divided by tax base £973.95).
The 2024/25 Band D Council Tax was £69.87, therefore a change of 5.08% equating to a weekly increase of £0.07 for a band D property, this is the lowest increase since 2021-22
The national average band D equivalent for 2023-24 was £85.89 (source NALC), The JPC for 2025-26 is lower at £73.42.
JPC Approved

Budgets 2025-26

- 134 2025/26 Budget & 2025/26 Executive Summary - See Appendix 2
JPC Approved

AOB

- 135 There being no further business the meeting closed at 21.30pm

Date of Next Meeting

- 135 Mon 10th February 2025

	Budget 2024-25	YTD	FOO
RECEIPTS			
Allotments Rents	1,663	189	1,663
Bank Interest	700	533	700
BSC	2,000	941	1,200
Precept	66,963	66,964	66,964
VAT (prior year)	14,000	7,130	7,130
WCC Grant Defibrillator		1,500	1,500
Wayleave	5	5	5
TOTAL RECEIPTS	85,331	77,262	79162
PAYMENTS			
Allotments Hire of Land	680	344	680
Allotments Maintenance	100		100
Allotments Water Supply	250	255	255
Allotments Pest Control	250		250
Audit Fees	925	778	925
Bank Charges	105	77	105
BSC	120	259	120
Bus Shelters Maintenance	620	295	620
Bus Shelter Refurbishment	0	15,336	15,336
Chairman's Allowance	620		620
Election costs	2,500		2500
Employment Expenses	22,905	20,579	24,000
Footpath			25,764
Grants:BYCC	0	20,000	20,000
Grants:BYCC	0	40,000	40,000
Grants: Churchyard Maintenance	1,761	1,761	1,761
Grants: Community Centres	4,481	4,482	4,482
Insurance Premium	4,000	3,932	3,932
KGF	5,000	3,158	7,500
Mowing Charges	6,919	5,488	6,919
Newsletter	2,881	3,200	3,200
Office Accommodation	960	700	960
Open Spaces Maintenance	5,000	1,569	5,000
Pest Control (OSM)	300	150	300
Postage	80	90	80
Printing and Stationery	20	110	20
Public Clock Maintenance (PCA 1957, ss2&6)			250
Rectory Paddock	500	938	938
Section 137	25	20	25
Subsidiary Powers LGA72 s111 Total	0	1,339	1450
Subs: SLCC	188	190	190
Subs: WALC	710	736	736
Training and Seminar Expenses	200	210	210
Travel Expenses	80		80
Venue hire	0	23	23
War Memorial Wasperton	124	124	124
TOTAL PAYMENTS	62,304	126,143	169,455
Difference:	23,028	-48,881	-90,292

Oct – Dec 24 Management Accounts Executive Summary

Opening balance 2024-25	216,642	
Excess of Income over Expenditure 2024-25	(90,292)	
Closing balance 2024-25	126,350	
Designated Funds		
Barford Leisure Improvement Scheme:		
Barford Sports Club	9,588	Self funding
King George's Field	8,597	Includes residue of third-party start-up funding
Sinking Fund	40,000	Funded from Precept; for long-term capital needs
Barford Telephone Kiosk	200	Barford Heritage Group bond for future costs
Barford War Memorial	470	Raised by public subscription
Contested Election Costs	3,750	JPC policy to maintain this reserve
Key Man Insurance	17,899	75% of employment costs and office accommodation
Neighbourhood Watch	100	Current Balance
Open Spaces Maintenance		Includes Funding Offer W/17/0440
Provision for new mower		No longer required
Public Access Defibrillator	1,500	WCC Grant (further funds from football dads and BRINC)
Total Designated Funds	82,104	
SUMMARY 2024-25		
Closing balance	126,350	
Designated Funds	(82,104)	
Discretionary Reserve	44,246	

	Budget 2024-25	YTD (Dec 24)	FOO	Budget 2025-26	Comment
RECEIPTS					
Allotments Rents	1,663	189	1,663	1,812	Reflects a 1.7% increase in rents + NAS fee £3.00
Bank Interest	700	533	700	700	No increase due to fall in interest rates
BLIS:BSC	2,000	941	1,200	1,320	Est 10% increase on 2024/25
Precept	66,963	66,964	66,964	71,500	
VAT (prior year)	14,000	7,130	7,130	9,500	
Wayleave	5	5	5	5	No Change
WCC Grant - Defibrillator		1,500	1,500		
TOTAL RECEIPTS	85,331	77,262	79,162	84,837	
PAYMENTS					
Allotments Hire of Land	680	344	680	694	5-year review. Increase to £694 from Sep 24 (=24%)
Allotments Maintenance	100		100	110	
Allotments Water Supply	250	255	255	255	No Change
Allotments Pest Control	250		250	240	Mole Contract
Audit Fees	925	778	925	1,000	10% increase applied to 2024 costs
Bank Charges	105	77	105	120	Cautionary increase
BSC/KGF	120	259	120	120	Website charges - no increase past 3 years
Bus Shelters Maintenance	620	295	620	650	5% cautionary increase
Bus Shelter Refurbishment	0	15,164	15,336	0	
Chairman's Allowance	620		620	650	5% increase
Election costs	2,500	0	2,500	2,500	Incremental rise to £10k Designated Fund by 2027
Employment Expenses	22,905	20,579	24,000	20,000	(James no longer on payroll)
Footpath			25,764	0	
Grants BYCC	0	20,000	20,000	0	
Grants BYCC	0	40,000	40,000	0	
Grants: Churchyard Maintenance	1,761	1,761	1,761	1,791	Indexed (1.7% Sept 24)
Grants: Community Centres	4,481	4,482	4,482	4,558	Indexed (1.7% Sept 24)
Insurance Premium	4,000	3,932	3,932	4,200	Similar increase to last year
KGF	5,000	3,158	7,500	7,500	Estimate?
Mowing Charges	6,919	5,488	6,919	7,500	Contract reviewed
Newsletter	2,881	3,200	3,200	3,250	Agreement to track CPI
Notice Boards (Repair/Replace)				3,000	
Office Accommodation	960	700	960	900	
Open Spaces Maintenance	5,000	1,569	5,000	5,250	Misc costs
Pest Control (OSM)	300	150	300	350	
Postage	80	90	80	100	Predominantly for sending allotment contracts
Printing and Stationery & Office	20	110	20	200	Discretionary increase
Public Clock (PCA 1957, ss2&6)			250	275	Discretionary increase
Rectory Paddock	500	938	938	734	Fixed annual charge (arrears incl 24/25)
Section 137	25	20	25	30	Remembrance wreath
Subsidiary Powers LGA72 s111		1,339	1,450	1,600	Payroll Services £600, fire proof cabinet £1k (job adverts incl in 24/25)
Subs: SLCC	188	190	190	228	
Subs: WALC	710	736	736	790	
Tech (.Gov)				3,000	
Training and Seminar Expenses	200	210	210	500	
Travel Expenses	80		80	100	
Venue Hire		23	23	50	
War Memorial Wasperton	124	124	124	130	
Youth Advisory Board				1,000	
TOTAL PAYMENTS	62,304	125,971	169,455	73,375	
Difference:	23,028	-48,709	-90,293	11,462	

2025/26 Budget - Executive Summary		
Opening Balance 2024-25	216,642	
Excess of Income over Expenditure 2024-25	-90,293	
Closing balance 2024-25	126,349	
	Opening balance 2024-25	
Designated Funds		
Barford Leisure Improvement Scheme:		
Barford Sports Club	9,055	Self funding
King George's Field	8,597	Includes residue of third-party start-up funding
Sinking Fund	40,000	Funded from Precept; for long-term capital needs
Barford Telephone Kiosk	200	Barford Heritage Group bond for future costs
Barford War Memorial	470	Raised by public subscription
Contested Election Costs	3,750	JPC policy to build this reserve to £10k
Key Man Insurance	16,050	75% of employment costs and office accommodation
Neighbourhood Watch	100	Current Balance
Public Access Defibrillator(s)	1,500	WCC Grant
Total Designated Funds	79,722	
SUMMARY 2024/25		
Opening Balance 2024/25	216,642	
Excess of Income/Expenditure 23/24	-92,523	
Closing balance 2024/25	124,119	
Designated Funds	-82,104	
Discretionary Reserve	42,015	
SUMMARY 2025/26		
Opening Balance 2025/26	126349	
Excess of Income/Expenditure	11462	
Closing balance 2025/26	137811	
Designated Funds	-79722	
Discretionary Reserve	58089	
Precept 2025-26	71,500	
Tax Base 2025-26	973.85	
Band D	73.42	National average for Band D for 2024/25 was £85.89
	3.55	Annual Increase Band D