

BARFORD SHERBOURNE & WASPERTON JOINT PARISH COUNCIL

Minutes of the Meeting of the Joint Parish Council held in Barford Memorial Hall on Mon 14 July 2025

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

Opening

41 The meeting opened at 7:30 pm.

Declarations of Disclosable Interests

42 None

Public Question Time

43 2 members of the public attended the meeting.

Minutes of the JPC Meetings for approval

44 JPC Annual Meeting 9th June 25
JPC Planning Meeting 9th June 25

The JPC adopted the minutes as a true record

Financial Reports

45 Cash Book Balances as at 31st May 2025
HSBC £83,435.21
Santander £77,022.51

The JPC took note

Cllr Gadsden recommended that funds were transferred from the HSBC account to the Santander account to maximise the amount of accrued interest. JPC approved.
Clerk to transfer funds to the Santander account and closely monitor the HSBC account balance to ensure sufficient funds are available at all times.

45.1 Receipts and Payments

Date	Payee	Category	Amount
01 May 25	Bank Interest	Bank Interest	63.25
01 May 25	Stripe	BSC	150.78
08 May 25	Godfrey Payton	Rectory Paddock	-733.00
08 May 25	DCK Payroll Solutions Ltd	Payroll Services	-88.80
08 May 25	J T Window Cleaners	Bus Shelters	-60.00
08 May 25	Peter Pierson	Repair to Notice Board	-23.32
08 May 25	Water Plus	Water Supply KGF	-39.30
08 May 25	Craftmaster Locksmiths	Repair to KGF mortice lock	-100.00
09 May 25	Mike Sheard	Repair to KGF notice board	-28.88
14 May 25	Octopus Energy	KGF	-41.78

20 May 25	Frank Mann Farmers	Mowing & Tennis Courts	-1,220.45
20 May 25	DCK Payroll Solutions Ltd	Payroll Services	-37.80
20 May 25	J V Murphy	Janitorial Supplies KGF Exp	-126.49
20 May 25	J V Murphy	Weedkiller OSM	-80.40
20 May 25	NASLG	Allotments	-136.50
21 May 25	HSBC Charges	Bank Charges	-13.00
24 May 25	Employee 3	Employment Exp Salary	-84.20
24 May 25	J V Murphy	Stationery (laminating pockets)	-59.94
25 May 25	Find Signage Ltd	OSM (Bylaw Signs)	-567.12
25 May 25	WALC	Training	-42.00
27 May 25	VAT Refund	VAT Refund 2024	9,286.33
27 May 25	JPC Office	JPC Office	-75.00
28 May 25	Employee 1	Employment Exp Salary	-1,368.41
28 May 25	Gallagher Insurance	Hiscox Insc Policy	-4,012.08
30 May 25	Nest	Pension	-97.38
31 May 25	Barford Memorial Hall	Grants	-1,519.00
31 May 25	Wasperton Village Hall	Grants	-1,519.00
31 May 25	St Peters Barford	Newsletter	-3,254.40
31 May 25	J T Window Cleaners	Bus Shelters	-60.00

The JPC endorsed these transactions

45.2 Management Accounts to May 25

MAY MANAGEMENT ACCOUNTS 2025/26					
	Bdgt 24-25	Bdgt 25-26	Comment	YTD	FOO
RECEIPTS					
Allotments Rents	1,663	1,812	Reflects a 6.7% increase in rents	545	1,812
Bank Interest	700	700		129	700
BSC	2,000	1,320		190	1,320
Precept	66,963	71,500		35750	71,500
VAT (prior year)	14,000	9,500		9286	9,286
WCC Grant Defibrillator/BCC Donation					
Wayleave	5	5			5
TOTAL RECEIPTS	85,331	84837		45901	84623
PAYMENTS					
Allotments Hire of Land	680	694	5-year review. Increase to £680 from Sep 24		694
Allotments Maintenance/Insc	100	110		137	250
Allotments Water Supply	250	255			255
Allotments Pest Control	250	240			240
Audit Fees	925	1,000	External Auditor +5%. Internal Auditor +£200		1,000
Bank Charges	105	120		21	60
BSC	120	120	Website charges		120
SF (KGF)	0	0	Designated Fund to be held at £40k		0
Bus Shelters Maintenance	620	650		120	650
Bus Shelter Refurbishment	0	0			0
Chairman's Allowance	620	650	Indexed (2024 & 2025)	620	1,251
Election costs	2,500	2,500	Incremental rise to £10k Designated Fund by 2027		2,500

Employment Expenses	22,905	20,000	2% increase assumed	2816	20,000
Footpath					
Grants:BYCC	0	0			0
Grants:BYCC	0	0			0
Grants: Churchyard Maintenance	1,761	1,791	Indexed		1,791
Grants: Community Centres	4,481	4,558	Indexed	3038	4,558
Grants: BYCC	0	0			0
Insurance Premium	4,000	4,200	Estimate	4012	4,012
KGF/	5,000	7,500		761	7,500
KGF Mowing Charges	6,919	5,000	Rolling contract reviewed 5% increase	938	5,000
Newsletter	2,881	3,250	Agreement to track CPI	3254	3,254
Noticeboards Repair/Replace		3,000		52	3,000
Office Accommodation	960	900	Indexed	150	900
Open Spaces Maintenance/		5,250	OSM Designated Fund provides BYCC £40k grant	648	5,250
Mowing Charges	5,000	2,500		210	2,500
Payroll Administration		600		127	600
Pest Control (OSM)	300	350			350
Postage	80	100	Predominantly for sending allotment contracts		100
Printing and Stationery/office	20	200		60	200
Public Access Defibrillator					
Public Clock		275			0
Rectory Paddock	500	734	Fixed annual charge	733	733
Section 137	25	30	Remembrance wreath		30
Subsidiary Powers LGA72 s111 Total	0	1,000	Fire Proof Cabinet for Clerk		1,000
Subs: SLCC	188	228			228
Subs: WALC	710	790		761	790
Tech Gov		3,000			3,000
Training and Seminar Expenses	200	500		42	500
Travel Expenses	80	100			100
Venue hire	0	50		40	50
War Memorial Wasperton	124	130			130
Youth Advisory Board		1,000			1,000
TOTAL PAYMENTS	62,304	73375		18539	73596
Difference:	23,028	11462		27362	11027

EXECUTIVE SUMMARY MAY 25		
Opening balance 2024-25	133,099	
Excess of Income over Expenditure 2025-26	11,027	
Closing balance 2025-26	144,126	
Designated Funds		
Barford Leisure Improvement Scheme:		
Barford Sports Club	10,090	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	7,500	JPC policy to maintain this reserve (2.5K increase 24/25)
Key Man Insurance	17,300	75% of employment costs and office accommodation
Neighbourhood Watch	100	Current Balance
Total Designated Funds	84,257	
SUMMARY 2024-25		
Closing balance	144,126	
Designated Funds	(84,257)	
Discretionary Reserve	59,869	

The JPC approved the Management Accounts to May 25

Policies for Review

46 Harassment and Bullying Policy

One minor amendment to paragraph 7

We recognise that we have a duty to implement this policy and all employees and councillors are expected to comply with it. We will also endeavour to review this policy at ~~regular~~ annual intervals in order to monitor its effectiveness.

JPC reviewed and adopted

46.1 CCTV – KGF Policy

JPC reviewed and adopted

46.2 Freedom of Information Policy

In the existing Policy there are three references to the 'Trust'. This word has been replaced with 'Council'

JPC reviewed and adopted

Fixed Asset Register

- 47 Detailed within the Fixed Asset Register are several entries relating to stage payments for KGF. Each entry has been depreciated from the date of payment. Cllr Sheard recommended that best practice would have been to record the asset as a whole once the project had been completed and depreciate from that date.
- It was also suggested that a more detailed description of each entry within the register's 'long list' would be helpful.
- Cllrs Sheard and Clay to review the Register and present a revised version at the September meeting.
- Cllr Merrygold raised the issue of funding the replacement of assets when their useful life expired. It was felt that the sinking fund, which currently stands at £40k, and had been frozen at the time of the 'spending crisis' should again be increased on an annual basis. Clerk to accommodate a £5k increase in next year's budget.

JPC Email/Website – Supply and Maintenance of .gov.uk domain – update

- 48 The domain name was approved on 3rd June and Parish Online have now set up the new website and e-mail system, although it is not currently 'live'. The Clerk is arranging for a meeting with the existing website supplier to discuss transferring the content to the new .gov.uk domain website.
- Update to be presented at September meeting.

Youth Advisory Board

- 49 The Risk Assessment document has been drafted and has been sent to be reviewed by a colleague of Cllr Ranner who is experienced in this field.
- Cllr Ranner has contacted Stratford Youth Hub who are happy to meet with the JPC and are looking to schedule for early September.

JPC Social Media – Editorial Policy

- 50 Cllr Ranner confirmed that development of this policy was still in progress. Social media posts reminding residents of the consultation period for the revised planning documents for the proposed Barford Quarry had been prepared and was ready to be launched two weeks prior to the start of the consultation period. The posts run throughout the consultation period.

Parking – Youth and Community Centre

- 51 Parking issues have arisen due to the number of visitors attending events held at the Barford Youth and Community Centre.
- It was suggested that the church could be approached to see if the land to the side of the building, which is owned by the diocese, could be used as a dedicated car park.

The chairman reminded the JPC that Planning had originally objected to vehicular access to the BYCC due to various hazards making access dangerous.
It was noted that whilst Planning had objected to vehicular access, this is countered by the congestion caused by an excessive number of vehicles parking on the roads.
A number of suggestions were raised, however it was decided that the first step should be to bring the concerns of the residents to the notice of the BYCC to get their feedback.

Barford Public Toilets

- 52 Measures to curb future incidents of vandalism were discussed.
A budget of £300 was proposed and agreed by the JPC
The Chairman recommended the replacement of blue towels with a hand dryer at a cost of +/- £100 plus fitting – JPC Agreed
Cllr Clay to arrange for a quote to fit a change over switch which will allow the toilets to remain open for the periods permitted under Bylaws and also after dusk to accommodate activities that are played under flood-lit conditions.

Future of Neighbourhood Planning Support Services

- 53 Barford Sherbourne and Wasperton Joint Parish Council acknowledges that:
Neighbourhood planning empowers local communities to shape the development and growth of their areas through the creation of Neighbourhood Plans.
The preparation of Neighbourhood Plans requires significant time, expertise, and financial resources, often placing a burden on parish councils.
Neighbourhood Plans contribute to more democratic, locally-informed planning decisions and support the delivery of sustainable development aligned with community needs and aspirations.
Therefore it is resolved to –
Call upon His Majesty's Government to provide increased and sustained funding to support the development, review, and implementation of Neighbourhood Plans.
Request that the Government ensures funding is accessible to all communities, to promote inclusivity and fairness in the planning process.
Write to the local MP and Secretary of State for Housing Communities and Local Government to communicate this resolution and advocate for enhanced support for neighbourhood planning.
The Chairman to draft the communication based on NALC template.

To Receive Report of Parish Councillors

- 54 Referring to a previous debate, Cllr Phillips advised that WDC had finally confirmed that Flat Rabbit Road was a colloquialism and the correct name was Barford Road.

Cllr Phillips reported that WDC was working on the interim plan to identify Local Government Reorganisation proposals for WDC. The submission date for the plan is November 25.

Cllr Matecki mentioned that Pooley Country Park in North Warwickshire was providing interactive entertainment for children, a refurbished play area and indoor soft play for under 5's. Admission is free.

Cllr Matecki advised that Warwickshire County Council have set up a website for reporting nuisance bikes in your area – www.warwickshire.gov.uk/dobemin
To report speeding motorists – www.warksspwpconcerns.gov.uk

Cllr Sheard asked if there had been an update following the police investigation into the vandalism of the KGF toilets – No further details, Cllr Sheard to chase update.

Cllr Clay reported concerns about the signage for the mini roundabout following reports of several near misses. The signs contain different information depending on which road you approach the mini roundabout. Cllr Matecki to report back to council department responsible.

Cllr Barrott remarked that the tourist (brown) signs for the Glebe Hotel needed to be changed as the establishment no longer existed. The signs were funded by the Glebe Hotel, however as the hotel has now gone, Cllr Matecki will investigate who should now take responsibility.

Cllr Barrott reported that a number of residents were concerned that the construction company working on the Glebe Hotel site were undertaking works and demolition without permission. It is believed that the enforcement team had been informed. As the development plans have now changed, work has been stopped and the developers must apply for new planning permission as it appears that the current intentions vary significantly from the approved plans.

Closure

55 There being no further business, the meeting closed at 8.50pm

Date of Next Meeting

56 Monday 8th September 2025