

BARFORD SHERBOURNE & WASPERTON JOINT PARISH COUNCIL

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

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

Opening

85 The meeting opened at 7:30 pm.

Declarations of Disclosable Interests

86 None

Public Question Time

87 2 members of the public attended the meeting.

Minutes of the JPC Meetings for approval

88 JPC Meeting 8th September 25
JPC Planning Meeting 8th September 25

The JPC adopted the minutes as a true record

Financial Reports

89 Cash Book Balances as at 30th September 2025
HSBC £ 60,752.00
Santander £117,286.78

The JPC took note

90 Receipts and Payments

1st Sep 25	BS	Bank Interest	1	Santander Bank Interest	69.96
1st Sep 25	RV06	David Winstone	1	Receipt for memorial bench	1,439.40
1st Sep 25	BS	Stripe	1	BSC	175.64
05 Sep 25	RV05	WCC Fund	1	Councillors Grant (Noticeboards)	1,450.00
06 Sep 25	PV073	DCK Payroll Sol Ltd	2	Payroll Services	-60.00
06 Sep 25	PV072	Countryside Services	2	War Memorial Wasperton	-31.00
06 Sep 25	PV071	Frank Mann Farmers	2	Mowing	-751.63
06 Sep 25	PV067	J V Murphy	2	KGF Supplies	-57.57
06 Sep 25	PV066	M Sheard	2	BMH Noticeboard	-18.94
06 Sep 25	PV075	Employee 3	2	Employment Expenses Salary	-117.80
09 Sep 25	PV070	Octopus Energy	2	KGF	-22.02
15 Sep 25	SO	D M Hadley	2	Allotments Ground Rent	-172.00
15 Sep 25	SO	R J Smith	2	Allotments Ground Rent	-172.00
23 Sep 25	PV077	ROSPA Play Safety	2	OSM	-264.00
23 Sep 25	PV076	WALC	2	Clerk Training	-42.00
23 Sep 25	PV078	BYCC	2	Hire of BYCC	-16.00
25 Sep 25	BS	JPC Office	2	JPC Office	-75.00
26 Sep 25	RV07	Precept (50%)	1	Precept (50%)	35,750.00
26 Sep 25	BS	Employee 1	2	Employment Exp Salary	-1,229.39
30 Sep 25	BS	Nest	2	Pension	-100.49

The JPC endorsed these transactions

90.1 Management Accounts to Sep 25

SEPTEMBER 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	550	1,812
Bank Interest	700	700		393	700
BSC	2,000	1,320		1188	1,320
Precept	66,963	71,500		71500	71,500
VAT (prior year)	14,000	9,500		9286	9,286
WCC Grant Notice Board				3645	3645
Wayleave	5	5			5
Memorial Bench				1439	1,439
TOTAL RECEIPTS	85,331	84837		86563	89707
PAYMENTS					
Allotments Hire of Land	680	694	5-year review. Increase to £680 from Sep 24	344	694
Allotments Maintenance/Insce	100	110		137	250
Allotments Water Supply	250	255		215	500
Allotments Pest Control	250	240		170	240
Audit Fees	925	1,000	External Auditor +5%. Internal Auditor +£200	400	1,000
Bank Charges	105	120		45	60
BSC	120	120	Website charges		120
SF (KGF)	0	0	Designated Fund to be held at £40k		0
Bus Shelters Maintenance	620	650		300	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	9458	20,000
Grants: Churchyard Maintenance	1,761	1,791	Indexed	1791	1,791
Grants: Community Centres	4,481	4,558	Indexed	4557	4,557
Insurance Premium	4,000	4,200	Estimate	4012	4,012
KGF/	5,000	7,500		1756	7,500
KGF Mowing Charges	6,919	5,000	Rolling contract reviewed 5% increase	2899	5,000
Newsletter	2,881	3,250	Agreement to track CPI	3254	3,254
Noticeboards Repair/Replace		3,000		3623	4,300
Office Accommodation	960	900	Indexed	450	900
Open Spaces Maintenance/		5,250	OSM Design Fund provides BYCC £40k grant	2712	5,250
Mowing Charges	5,000	2,500		1330	2,500
Payroll Administration		600		300	600
Pest Control (OSM)	300	350			350
Postage	80	100	Predominantly for sending allotment contracts		100
Printing and Stationery/office	20	200		60	200
Rectory Paddock	500	734	Fixed annual charge	733	733
Section 137	25	30	Remembrance wreath	2500	2,530
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	761
Tech Gov		3,000		408	3,000
Training and Seminar Expenses	200	500		126	500
Travel Expenses	80	100		32	100
Venue hire	0	50		40	50
War Memorial Wasperton	124	130		62	130
Youth Advisory Board		1,000		16	1,000
TOTAL PAYMENTS	62,304	73100		43094	77611
Difference:	23,028	11737		43469	12096

EXECUTIVE SUMMARY SEP 25		
Opening balance 2024-25	133,099	
Excess of Income over Expenditure 2025-26	12,096	
Closing balance 2025-26	145,195	
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
Memorial Bench	1,439	
Total Designated Funds	85,696	
SUMMARY 2024-25		
Closing balance	145,195	
Designated Funds	(85,696)	
Discretionary Reserve	59,499	

The JPC approved the Management Accounts to September 25

- 91 External Auditors Report Year End March 25
JPC took note
- 92 Policies for Review
The Civility and Respect Pledge was reviewed by JPC.
The policy was adopted by the JPC
The Chair advised that Councillors' Statements of Assurance would be an agenda item at the next JPC meeting.
- 93 JPC Email/Website – Supply and Maintenance of .gov.uk domain – update
The majority of councillors have now made the transition to the new domain, however there a few issues that need to be resolved.
 - o Transfer of contacts from existing mail provider to Zoho
 - o Corruption of documents sent as attachments
 - o Inability to open attachments
 - o Unable to open URL links within documents
Clerk to contact ParishOnline for resolutions.
Meanwhile, population of the new website was in process and would go live as soon as possible.
- 94 Youth Advisory Board – Update
Cllrs Ranner, Jarratt and Hawkesford hosted the first meeting of BSW Youth Forum, on 2nd October, at BYCC. Attendance was lower than expected (with only 3 participants) however the meeting clashed with the Explorer Scouts which may have affected numbers.
Despite low numbers the open question session resulted in some positive and useful feedback – in particular, the need for a social group for 12 to 18 year olds within the villages, particularly to mix pupils from the disparate schools across our area..
Future meetings will be held on the last Monday of the month, at the BYCC and will last for 1

hour.

The initial target for attendance will be 6 members by December 2025.

The agenda for the November meeting will be the proposal of a Christmas theme film night to be held in December, with the members organising and running the activity under supervision.

Cllr Ranner will bring the funding request for the event to the November JPC meeting for prior approval.

Cllr Clay commented that it was great to see the seed planted for a Youth Forum, and thanked all councillors involved for persevering with the project.

95 Barford Public Toilets

Cllr Clay will provide a final quote at the next meeting, to fit a change over/override switch to allow the toilets to remain open for approved later users.

With the benefit of confirmation of cost, a decision will be made at the November JPC meeting to decide if the project goes ahead or not.

96 Barford Community Portal – Village Directory

The working party, co-ordinated by Cllr Sheard, has commenced updating the Barford Community Portal.

It is quite a substantial task as the information for all three villages is considerably out of date. Once completed, the information will be updated on the new JPC website.

A further update will be presented at the November JPC meeting.

97 Items not on this agenda

97.1 The Chair made the following comments:

ROSPA

The report had been received and detailed a few minor issues that would be addressed forthwith.

Future Leaders

NALC have organised the following event on 25th February at 12pm until 1.15pm

Future Leaders: Attracting young talent to parish and town councils

This event will offer expert guidance from a national stakeholder specialising in youth engagement and connecting with the younger population.

WALC AGM

Reminder to all councillors that the WALC AGM would take place on 12th November between 6 & 7pm via zoom.

Local Area Energy Plan

The Warwickshire County Council's Local Area Energy Plan (LAEP) is in development.

Town and parish councils are encouraged to respond to the Local Area Energy Plan 2025 Survey. WCC is happy to receive multiple responses.

Our input will help:

Identify local energy needs and infrastructure gaps

Influence future investment and funding decisions

Ensure rural and smaller communities are not overlooked

Shape a plan that is fair, practical, and cost-effective for all.

This is a rare opportunity to directly influence how Warwickshire plans for a greener, more resilient future – and to ensure your community's voice is heard at the heart of that process.

Councillors Grant Fund

The Councillors Grant Fund is still available, however funds are diminishing with only £590 remaining.

97.2 Cllr Clay recently attended a Planning event and reminded the committee of the importance of referring to the Neighbourhood Plan and Village Design Statement when making planning decisions. Clerk to circulate both documents to all councillors.

- 97.3 Cllr Phillips brought to the attention of the JPC that Frampton Town Planning were holding a virtual consultation to view proposals for developing land at Park Farm, Warwick for up to 750 new homes (both private and affordable), a primary school, community hall, convenience store and public open space.

The consultation material will be viewable online (framptons-planning.com) from midday on Monday 6th October 2025 until midday on 20th October 2025. Councillors were reminded that comments and not objections should be submitted by 20th October

98 Closure

There being no further business, the meeting closed at 8.40pm

Date of Next Meeting

99 Monday 10th November 2025