

# BARFORD SHERBOURNE AND WASPERTON JOINT PARISH COUNCIL

Minutes of the annual meeting of the Joint Parish Council held at Barford Memorial Hall on Tuesday 17<sup>th</sup> May 2005

- Present:** Cllr J V Murphy (Chairman)  
Cllr R Clay(1), Cllr Mrs A Gordon, Cllr G P Grima, Cllr Mrs M A Hayward, Cllr Mrs J A Jackson, Cllr Dr M J Metcalfe, Cllr G G Morris, Cllr R G Mulgrue, Cllr S G Starkey, Cllr W Worrall, Cllr J T Wright, Cllr R G Butler, Cllr L Caborn (2)
- Apologies:** Cllr M P Byerley, Cllr K S Hope  
(1) Departed after Agenda Item 15 "Chairman's Allowance"  
(2) Arrived for Agenda Item 24 "Any Other Business"

## **Election of Chairman of the Council for 2005-6**

- 1 RESOLVED: That Cllr J V Murphy be and is hereby appointed Chairman of the Joint Parish Council for 2005-6.

## **Election of Vice-Chairman of the Council for 2005-6**

- 2 RESOLVED: That Cllr J T Wright be and is hereby appointed Vice-Chairman of the Joint Parish Council for 2005-6.

## **Declarations of Personal and Prejudicial Interests**

- 3 Cllr Murphy declared a personal interest in Agenda Item 15 "Chairman's Allowance 2005-6".

## **Appointment of Councillor**

- 4 Members took note of the resignation of Cllr Mrs S Dean.
- 5 The requisite procedures for the election of her replacement having been observed, Warwick District Council confirmed that no candidates had been forthcoming.
- 6 RESOLVED: That Mr Geoff Smith be and is hereby coopted as a member of the JPC.

## **Representations by Members of the Public**

- 7 No members of the public were present.

## **Matters for the Constabulary**

- 8 Members noted with dismay the absence, once again, of the CBO and required that this matter be brought to the attention of Warwick Police..

## **Minutes of the Meeting of Council 14<sup>th</sup> March 2005**

- 9 The minutes were accepted as a true record.

## **Matters Arising**

- 10 Minute 313.4 The letter was read to the meeting.

## **Minutes of the Planning Committee Meeting 25<sup>th</sup> April 2005**

- 11 Subject to clarification on declarations of personal and prejudicial interest, the minutes were approved as a true record. There were no matters arising.

## **Reports from Representatives Appointed to Serve on Other Bodies**

- 12 Cllr Wright reported that he has attended a meeting of the WDC Planning Committee to voice continued opposition to the planning application for Llwyn, Wasperton
- 13 Cllr Clay reported that he has attended a meeting of the WDC Planning Committee to voice continued opposition to the planning application for 10-12 Bridge Street, Barford.
- 14 Cllr Butler spoke to remind members that the road surface dressing programme was underway and that his efforts in arbitrating between WDC and WCC on the matter of lighting associated with traffic calming in Barford had born fruit.

## **Appointment of Planning Committee for 2005-6**

- 15 RESOLVED: That the Planning Committee for 2005-6 should comprise:
- |                  |                     |
|------------------|---------------------|
| Cllr Murphy      | Chairman ex-officio |
| Cllr Byerley     | Barford             |
| Cllr Clay        | Barford             |
| Cllr Mulgrue     | Barford             |
| Cllr Starkey     | Barford             |
| Cllr Mrs Gordon  | Sherbourne          |
| Cllr Grima       | Sherbourne          |
| Cllr Wright      | Wasperton           |
| Cllr Dr Metcalfe | Wasperton           |

## **Appointment of Disciplinary Panel for 2005-6**

- 16 RESOLVED: That the Disciplinary Panel for 2005-6 should comprise:
- |                  |            |
|------------------|------------|
| Cllr Murphy      | Ex-officio |
| Cllr Mrs Jackson |            |
| Cllr Dr Metcalfe |            |
| Cllr Mulgrue     |            |

## **Appointment of Disciplinary Appeals Panel for 2005-6**

- 17 RESOLVED: That Disciplinary Appeals Panel for 2005-6 should comprise:
- |                  |            |
|------------------|------------|
| Cllr Wright      | Ex-officio |
| Cllr Mrs Hayward |            |
| Cllr Morris      |            |
| Cllr Smith       |            |
| Cllr Starkey     |            |

## **Appointment of Representatives to Serve on Other Bodies for 2005-6**

- 18 RESOLVED: That representatives to serve on other bodies for 2005-6 should be:
- |      |  |                                      |
|------|--|--------------------------------------|
| 18.1 | Barford Memorial Hall Management Committee | Cllr Hope                            |
| 18.2 | Warwick District Council Planning Forum    | Cllr Clay and others as required     |
| 18.3 | Warwickshire Association of Local Councils | Cllr Mrs Gordon and Cllr Mrs Jackson |
| 18.4 | Warwickshire Police Consultative Committee | Cllr Worrall                         |

## **Annual Parish Meetings**

- 19 Members received a briefing on the annual parish meetings of Barford and Wasperton. That for Sherbourne was incomplete; the meeting had been adjourned.
- 20 The Clerk sought guidance on releasing the minutes of these meeting into the public domain. It was agreed that with effect from the 2006 meetings permission would be sought from each meeting to release the minutes as drafts as soon after the meeting as possible.

## Warwickshire and West Midlands Association of Local Councils (WALC)

- 21 RESOLVED: That that membership of WALC should be renewed for 2005-6 at a cost of £329.00.

### Chairman's Allowance 2005-6

- 22 Cllr Murphy absented himself from the meeting for the whole of this agenda item.
- 23 RESOLVED: That a Chairman's Allowance of £340.12 be paid for the year 2005-6.

### Insurances

- 24 RESOLVED: That the insurance portfolio with Allianz Cornhill be renewed from 1<sup>st</sup> June 2005 for a premium of £850.00
- 25 It was agreed that there should be market testing before renewal in 2006.

### Office Accommodation Allowance

- 26 RESOLVED: That an office accommodation allowance of £515.34 be paid for 2005-6.

### Inland Revenue Return 2004-5

- 27 The Clerk reported that the year-end return had been submitted and accepted. The rebate of £250.00 for voluntary submission on line would be credited to the JPC at the end of the current tax-year.
- 28 Form P60 has been sent to each employee in the period.

### Management Accounts as at 31<sup>st</sup> March 2005

- 29 Members took note of the management accounts as at 31<sup>st</sup> March 2005.
- 30 The Clerk stated that, with members' agreement, he proposed to produce management accounts on a quarterly basis to ensure that they were fully conversant with performance against budget (as required by Financial Regulations).

### Audit of Accounts as at 31<sup>st</sup> March 2005

- 31 Members received a preview of the audit process.
- 32 RESOLVED: That Ms Louise Best be appointed Internal Auditor for the JPC's accounts 2004-5 at a fee of £60.00.

### Payment of Accounts

- 33 Members endorsed payment of the following:

Cheque	Payee	Category	Sum
101444	Prontaprint	08 Printing and stationery	59.64
101445	S&D Window Cleaners	02 Repairs and maintenance	45.00
101446	J F Johnson	08 Staff costs	456.99
101447	Inland Revenue	08 Staff costs	188.69
101448	J F Johnson	08 Postage	42.97
101449	J F Johnson	08 Travel	34.39
101450	J F Johnson	08 Office Accommodation	41.67
101451	WALC	08 Association of Local Councils	329.00
101452	MFM Services	01 Mowing charges	265.00
101453	FLP	01 Barford Village Green climbing frames	1645.00
101454	Prontaprint	08 Printing and stationery	13.98
101455	S&D Window Cleaners	02 Repairs and maintenance	60.00

101456	Allianz Cornhill	08 Insurances	850.39
101457	Warwick Network Ltd	11 Barford Parish Plan: expenditure	1,109.37
101458	Viking Direct	08 Printing and stationery	73.81
101459	J F Johnson	08 Postage	23.03
101460	J F Johnson	08 Travel	52.22

### Cash Balances as at 2<sup>nd</sup> May 2005

34 As at 2<sup>nd</sup> May 2005 cash balances stood at :

Bank	Reconciled	Cash Book
HSBC	£24,930.73*	£30,516.42

\* to 19 Apr 05

### Clerk's Contract of Employment

35 The Chairman reported that the working party convened to draft a new contract of employment for the Clerk had negotiated the terms, based on a model contract agreed between the National Association of Local Councils and the Society of Local Council Clerks.

36 The salary is set at Spinal Column Point 27.

37 The Clerk had agreed to forfeit any claim for a pension or gratuity on termination of the contract with his current salary increased by a further point in lieu.

38 Members approved the execution of this contract.

### Any Other Business

39 The Chairman reported:

39.1 Bylaws: He would pass the file to the Clerk for further action.

39.2 Recreation Facilities:

- There was need to upgrade two ramps on the skateboard area.
- The basketball net should be replaced.
- Fencing around the play area had been damaged but had been replaced.
- The gates should be outward-opening with finger traps removed.
- The pipes are dangerous and should be removed if not protected.

39.2 Barford Shop: He understood that an offer for the tenancy of the shop had been rejected and that Barford Residents' Association was seeking alternative premises. Concern was expressed over the diversity of the efforts to find a solution but without overall coordination. It was agreed therefore to form a "Contact Group" through which the JPC's efforts would be channelled, its members to be Cllrs Mulgrue, Worrall and Hope.

39.3 Barford Parish Plan (BPP): It is planned to stage a public exhibition of BPP's achievements in the Barford Memorial Hall on 18<sup>th</sup> and 19<sup>th</sup> June.

40 Cllr Dr Metcalfe reported obstructed footpaths in Wasperton and his intention to have them inspected by WCC.

41 Cllr Mrs Gordon added to the above by stating that the footpath to Norton Lindsey was padlocked.

### Date of Next Meeting

42 The next meeting of Council is on Tuesday 21<sup>st</sup> June 2005 at 7:30 pm in Sherbourne Village Hall.