

# BARFORD SHERBOURNE AND WASPERTON JOINT PARISH COUNCIL

Minutes of the meeting of the Joint Parish Council held at Sherbourne Village Hall on Monday 12<sup>th</sup> June 2006

- Present:** Cllr J V Murphy (Chairman)  
Cllr R Clay, Cllr Mrs M A Hayward, Cllr R G Mulgrue, Cllr S G Starkey, Cllr W Worrall, Cllr Mrs A Gordon, Cllr Mrs J A Jackson, Cllr E G Scrannage, Cllr Dr M J Metcalfe,
- Apologies:** Cllr M P Byerley, Cllr G P Grima, Cllr J T Wright, Cllr R G Butler, Cllr L Caborn, Cllr Mrs Sawdon

## Opening

- 47 The meeting opened at 7:30 pm
- 48 Apologies for absence were noted.
- 49 One member of the public was present
- 50 The Chairman welcomed Cllr Evans, Chairman Warwick District Council, to the meeting

## Resignation of Councillor

- 51 The Chairman announced with regret the resignation of Cllr K S Hope and paid tribute to his contribution to the activities of the JPC.
- 52 The Clerk informed the meeting that the requisite notice of the vacancy had been posted in Barford. The statutory period during which electors may demand an election had not yet expired. If no such demand is made the JPC will have a duty to coopt a replacement councillor.

## Cooption of Parish Councillor for Wasperton

- 53 RESOLVED: That N F J Thurley be and is hereby coopted as a parish councillor for Wasperton.
- 54 Cllr Thurley signed an Acceptance of Office and took his seat.

## Declarations of Personal and Prejudicial Interests

- 55 None was declared

## Matters for the Constabulary

- 56 The CBO being on sick-leave was unable to attend.
- 57 It was reported that vehicles were still being driven along the track to the playing field in Barford (Vide Minute 11).

## Minutes of the Meeting of Council 8<sup>th</sup> May 2006

- 58 The minutes were accepted as a true record.

## Matters Arising

- 59 Minute 13. Cllr Clay undertook to present the specification for water supply to the allotments at the next meeting.

- 60 Minute 14. An apology for the wanton destruction of a mature, healthy tree at Mallards Reach, Barford had been received from the WDC. This would be distributed to members of the JPC. The matter would be revisited at the next meeting of the JPC.
- 61 Minute 34. A call for volunteer for appointment as Nominative Trustees of the Barford Relief in Need Charity would be made in time for the selection and appointment to be made at the September meeting of the JPC .
- 62 Minute 37.2. The Clerk reported that WALC advised that such action would not be prejudicial and that he was seeking a valuation from a local estate agent.
- 63 Minute 41. The clerk reported no response to his enquiry to WCC and was instructed to repeat it.
- 64 Minute 42. The Clerk reported that the dog warden had promised to visit Barford on the day he telephoned and twice more in the same week.

#### **Minutes of the Planning Committee Meeting 8<sup>th</sup> May 2006**

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

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

- 66 Cllr Worrall reported discussions with the Planning Department of WDC on the issue of whether the whole of the present garden of 20 Wellesbourne Road was within the recognized curtilage. This evidence was needed for the WDC case to refute the appeal against refusal of planning permission for development of that site.
- 67 Cllr Clay reported his attendance at the latest briefing by Green Issues whose aim ostensibly was to open Warwick Castle Park to the public without yet declaring the quid pro quo for this largess.

#### **Annual Internal Audit Report Year Ended 31<sup>st</sup> March 2006**

- 68 Members took note of the annual internal audit report. It had raised no matters for their attention or action.

#### **Statement of Accounts Year ended 31<sup>st</sup> March 2006**

- 69 Members examined the statement of accounts in conjunction with its supporting documents; the financial report and the reasons for significant variances year on year. Satisfied with their accuracy they RESOLVED to approve the following:

	Year ending	
	31 March 2005	31 March 2006
1 Balance brought forward	25006	22513
2 (+) Annual precept	15613	17267
3 (+) Total other receipts	5507	6171
4 (-) Staff costs	6207	11006
5 (-) Loan interest/capital repayments	0	0
6 (-) Total other payments	17406	17685
7 (=) Balances carried forward	22513	17260
8 Total cash & investments	22513	17260
9 Total fixed assets and long term assets	291015	298750
10 Total borrowings	0	0

## Statement of Assurance

70 Members approved the following statement of assurance:

"We acknowledge as the members of Barford, Sherbourne and Wasperton Joint Parish Council our responsibility for the preparation of the statement of accounts and for the council's internal controls, and confirm, to the best of our knowledge and belief, with respect to the council's statement of accounts for the year ended 31 March 2006 that:

- 1 We have approved the statement of accounts which has been prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices.
- 2 We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
- 3 We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice which could have significant financial effect on the ability of the council to conduct its business or on its finances.
- 4 We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.
- 5 We have carried out an assessment of the risks facing the council and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.
- 6 We have maintained an adequate and effective system of internal audit of the council's accounting records and control systems.
- 7 We have taken what we consider to be appropriate action on all matters raised in previous reports from the internal and external auditors.
- 8 We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year end, have any financial impact on the council and, where appropriate have included them in the statement of accounts."

## Cash Balances as at 12<sup>th</sup> June 2005

71 Members took note of the following cash balances:

	Reconciled	Cash Book
HSBC	£2,400.34	£1,634.64
Alliance & Leicester	£29,506.65	£28,064.44
Total	£31,906.99	£29,699.08

## Receipts and Payments

72 Members endorsed the following:

Date	Cheque	Payee	Category	HSBC		Alliance & Leicester	
				Debit	Credit	Debit	Credit
28 Apr 06		WDC	09 Concurrent services		1,468.75		
28 Apr 06		WDC			1,720.00		
28 Apr 06		WDC	09 Precept		12,937.50		
3 May 06	101559	MFM Services	01 Mowing charges	154.00			
3 May 06	101560	J F Johnson	08 Postage	9.02			
3 May 06	101561	J F Johnson	08 Travel	53.65			
3 May 06	101562	Transfer	90 Transfer	15,000.00			
3 May 06	101562	Transfer	90 Transfer				15000.00
3 May 06		Alliance & Leicester	09 Interest				37.99
8 May 06	101563	Allianz Cornhill	08 Insurances	895.95			
10 May 06	101564	M P Byerley	03 Maintenance	62.05			
10 May 06	101565	J V Murphy	08 Chairman's allowance	350.00			
10 May 06	101566	Prontaprint	08 Printing and stationery	35.54			
10 May 06	101567	Warwick District Council	08 Barford Memorial Hall	132.50			
10 May 06	101568	W Worrall	08 Barford Memorial Hall	20.00			
15 May 06	101569	Louise Best	08 Audit fees	60.00			
16 May 06	DD	HMRC	08 Employment expenses	309.40			
16 May 06		Powell	03 Allotment rents		7.50		
19 May 06		HSBC	09 Interest		2.15		
20 May 06	101570	S&D Window Cleaners	02 Repairs & Maintenance	45.00			
20 May 06		Wilson	03 Allotment rents		7.50		
22 May 06		Transfer	90 Transfer		1,500.00		
22 May 06		Transfer	90 Transfer			1500.00	
31 May 06	DD	J F Johnson	08 Employment expenses	675.80			
31 May 06	DD	J F Johnson	08 Office accommodation	44.50			
9 Jun 06	101571	J F Johnson	08 Postage	43.40			
9 Jun 06	101572	J F Johnson	08 Travel	48.74			
9 Jun 06	101573	MFM Services	01 Mowing charges	144.00			
9 Jun 06	101574	LexisNexis	08 Printing and stationery	48.00			
9 Jun 06		Offiler	03 Allotment rents		7.50		
9 Jun 06		Alliance & Leicester	09 Interest				57.79

### Barford Post Office

73 Cllrs Mulgrue and Worrall briefed members on progress towards establishing a part-time post office in the Barford Memorial Hall

74 The financial estimates for providing a part-time post office in Barford Memorial Hall are:

CAPITAL	
Fence	£1,000
Ramp	£750
Handrail	£750
Internals	£375
Furniture	£500
Planning permission	£133
Copying plans	£20
Legal costs	£500
Contingency	£403
<b>TOTAL</b>	<b>£4,431</b>

## REVENUE

Annual rent	£6.40/hr x 10.5 hrs/week x 52 weeks/year	£3,494
Insurance	£8.39/month x 12 months/year	£101
TOTAL		<b>£3,595</b>

- 75 Up to half of the capital expenditure may be refunded through a grant from the Post Office, but this may be reclaimed by the donor if the post office closes within three years at the behest of the JPC. The Contact Group was instructed to submit an application for this grant.
- 76 The Clerk reported that WALC had advised that the proposed expenditure was within the statutory powers of the JPC (with the insurance costs being a Section 137 expenditure)
- 77 After prolonged and detailed discussion it was RESOLVED that:
- 77.1 The JPC would fund the revenue expenditure for a trial period of three years.
- 77.2 The JPC would fund 50% of the capital cost and underwrite the balance.
- 78 Pursuant to Standing Order 10 the names of Cllr Mrs A Gordon and Cllr E G Scrannage are recorded as having voted against the motions.

### **Any Other Business**

- 79 Cllr W Worrall was appointed to the Barford Memorial Hall Management Committee vice K S Hope
- 80 Foliage is obscuring speed restriction signs in Barford. [Reported to WDC]
- 81 Some gutters in Barford still require repair. [Reported to WDC]
- 82 Planning enforcement notwithstanding, Sherbourne Fruit Farm appears still to be used as a bus depot. [The appeal against enforcement was unsuccessful but the compliance period was extended to five months ceasing on 29 Aug 06.]
- 83 Sherbourne requires a replacement notice board. [In hand.]
- 84 Footpaths in Sherbourne are blocked; one by a locked gate and another by an electric fence. [Reported to Highways Department.]
- 85 The Sherbourne bus shelter is overgrown on the outside and untidy on the inside. [The former reported to Highways Department and the latter to the cleaning contractor.]
- 86 Cllr Evans addressed the JPC in bidding it farewell.
- 87 There being no further business the meeting was closed at 9:05 pm

### **Date of Next Meeting**

- 88 The next meeting of Council is on Monday 10<sup>th</sup> July 2006 at 7:30 pm in Wasperton Village Hall.