

# BARFORD SHERBOURNE AND WASPERTON JOINT PARISH COUNCIL

Minutes of the meeting of the Joint Parish Council  
held in Sherbourne Village Hall  
on Mon 8 Oct 12

**Present:** Cllr: J V Murphy (Chairman)  
Cllr: Mrs W Barlow, R Clay, J M Hawkesford, Mrs J L Longfield, P A P Morris,  
D C Morrow, A B Rhead, R A Shotton-Oza, Mrs A Gordon, Mrs R Newsome,  
M J Metcalfe, Mrs K Payne, N F J Thurley, J T Wright  
**Apologies:** Cllr: S J McVeigh  
**In Attendance:** Cllr: L Caborn (WCC)

## Opening

- 136 The meeting opened at 7:30 pm  
137 Twelve members of the public were present.

## Declarations of Interests

- 138 Cllr Hawkesford declared a personal interest in the item on the Barford Residents' Association request that the JPC should consider the purchase of the land for which planning permission had recently been refused under application number W/11/1533 as he had been the agent for the applicant.

## Public Participation

- 139 There was no public participation.

## Minutes of the Meeting of Council 3 Sep 12

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

## Minutes of the Meeting of the Planning Committee 28 Aug 12

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

## Minutes of the Meeting of the Planning Committee 13 Sep 12

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

## Cash Balances as at 30 Sep 12

- 143 The JPC took note of the following cash balances:
- HSBC £ 6,107.75
  - Santander £36,118.07

## Receipts and Payments

144 The JPC endorsed the following:

| Date      | Payee/er              | Category                  | Total      |
|-----------|-----------------------|---------------------------|------------|
| 1 Sep 12  | Pinner & Sons Ltd     | Barford Memorial Hall     | (5,852.40) |
| 3 Sep 12  | Administration        | Postage                   | (14.30)    |
| 3 Sep 12  | Administration        | Travel Expenses           | (24.96)    |
| 3 Sep 12  | Currys                | Section 137               | (26.00)    |
| 3 Sep 12  | S&D Window Cleaners   | Bus Shelters Maintenance  | (60.00)    |
| 3 Sep 12  | Colette Long          | Housing Needs Survey      | (200.00)   |
| 4 Sep 12  | S&D Window Cleaners   | Bus Shelters Maintenance  | (45.00)    |
| 5 Sep 12  | Santander             | Bank Interest             | 3.18       |
| 5 Sep 12  | MFM Services          | Mowing Charges            | (245.00)   |
| 10 Sep 12 | HMRC                  | Employment Expenses       | (551.45)   |
| 27 Sep 12 | WALC                  | Training/Seminar Expenses | (40.00)    |
| 27 Sep 12 | TPC Digital Solutions | Printing and Stationery   | (24.19)    |
| 27 Sep 12 | WDC                   | Grants/Donations          | 2,439.00   |
| 28 Sep 12 | Salaries              | Employment Expenses       | (711.24)   |
| 28 Sep 12 | Administration        | Office Accommodation      | (54.92)    |

## Management Accounts as at 30 Sep 12

145 The JPC took note of the management accounts at Annex A to these minutes

## Mowing Contract for Riverside Land

146 A decision on letting the contract was postponed until the next meeting.

## Coronation Oak

147 The JPC considered a request from Mrs Tallis of Hampton on the Hill that the oak tree on Barford Playing Field commemorating the Queen's coronation should have suitable identification. It had been planted by Barford Village School at which Mrs Tallis was then a pupil.

148 Cllrs Mrs Barlow and Clay agreed to examine the proposal in detail and make recommendations to the next meeting.

## Community Emergency Plan

149 No agreement was reached on the most suitable location the boxes. Whilst Barford seemed content to locate the emergency box within the Barford Memorial Hall there remained concerns about access to all three boxes and their contents in an emergency and their security in between times. It was agreed to discuss this again at the next meeting.

[Cllr Caborn joined the meeting]

## Highways Projects

150 WCC has acknowledged the JPC's decision to make the traffic calming scheme in Sherbourne (speed limits and weight restrictions) its preferred use of the funds available to it for highway projects.

151 Cllr Caborn announced that over and above the funding for the Sherbourne project he was attempting to secure more for a traffic refuge at the Wasperton junction off the A429 and for improve signage on the Barford Bypass junctions. He sought and was readily granted the JPC's agreement for this proposal.

### **Survey of Sport and Recreational Facilities**

- 152 The Working Party continued its investigations and some proposals had been received from contractors ranging from £20k to £160k in price.
- 153 It was acknowledged that fundraising presented a challenge and all known avenues would be explored.
- 154 The Working Party was to report its findings to the JPC before going to public consultation.

### **Barford Residents' Association (BRA)**

- 155 The JPC considered the following request from BRA:  
*"Barford Residents' Association requests that the JPC investigates the possibility of purchasing the land associated with planning application W/11/1533 (Sharba) for the benefit of the residents of Barford."*
- 156 For a number of reasons the request was rejected, not least because the land is not available for purchase or leasing for two years.

### **Barford Relief In Need Charity (BRINC)**

- 157 The constitution of BRINC requires the JPC to appoint Nominative Trustees to its board. In November two (Mr Ian Webster and Mr Phillip Swallow) are retiring on a four-year rotation. Mr Swallow is willing to stand again for appointment but Mr Webster is not.
- 158 The JPC appointed the following as Nominative Trustees for BRINC to take office in November:
- Mr Phillip Swallow
  - Mr Rob Mulgrue

### **Brought Forward from Last Meeting**

- 159 Minute 133: Cllr Mrs Gordon asked that the subject of the purchase of red telephone kiosks be added to the October agenda.
- 160 She explained that it had occurred to her that a kiosk would be an excellent place to store a public defibrillator, but having sought professional medical advice on reaction times she was persuaded that this was not the case and withdrew the suggestion.
- 161 Cllr Rhead invited Sherbourne to nominate a person for training as a first-responder.

### **Any Other Business**

- 162 Cllr Mrs Barlow reported the footpath W101 from Wasperton Lane near Lower Watchbury Farm was still overgrown and no longer signposted or waymarked. This would be reported again to the WCC Rights of Way department.
- 163 Cllr Clay gave a summary of the proceedings of a Localism symposium he had attended.
- 164 Cllr Clay reported on the WDC Planning Forum which he and Cllr Mrs Gordon had attended.

### **Date of Next Meeting**

- 165 The next meeting of the JPC is on Mon 12 Nov 12 at 7:30 pm in Wasperton Village Hall.

**MANAGEMENT ACCOUNTS AS AT 30 SEP 12  
EXECUTIVE SUMMARY**

|                                      |               |                                                                                |
|--------------------------------------|---------------|--------------------------------------------------------------------------------|
| Opening Balance 1 Apr 12             | 38,157        |                                                                                |
| Add Excess Income over Expenditure   | 3,254         |                                                                                |
| Closing Balance 31 Mar 13            | <b>41,410</b> |                                                                                |
| Designated Funds                     |               |                                                                                |
| Barford Memorial Hall                | 1,755         | Current balance of BMH refurbishment fund                                      |
| Barford Parish Directory (CVS)       | 83            | Residue of grant to third party held by JPC                                    |
| Barford Telephone Kiosk              | 200           | Bond deposited by Barford Heritage Group to indemnify JPC against future costs |
| Barford War Memorial                 | 535           | Raised by public subscription. Unavailable for any other purpose               |
| Election Expenses (reserve for 2015) | 2,000         | JPC policy to reserve this early in the election cycle                         |
| Provision for new mower              | 1,600         | Purchase approved by JPC                                                       |
| Total Designated Funds               | <b>6,173</b>  |                                                                                |
| Total Reserve                        |               |                                                                                |
|                                      | <b>35,237</b> | Closing balance 31 Mar 13 minus total Designated Funds                         |
| Contingency (10% of Expenditure)     |               |                                                                                |
|                                      | <b>2,757</b>  | Hedge against inflation                                                        |
| Risk Management Reserve              |               |                                                                                |
|                                      | <b>11,908</b> | 75% of Clerk's costs in the event he is indisposed requiring a replacement     |
| Discretionary Reserve                |               |                                                                                |
|                                      | <b>20,573</b> | Unallocated reserve                                                            |

## MANAGEMENT ACCOUNTS

|                                        | Budget<br>2012-<br>13 | YTD           | FOO           | Diff           |
|----------------------------------------|-----------------------|---------------|---------------|----------------|
| <b>RECEIPTS</b>                        |                       |               |               |                |
| Allotments Rents                       | 948                   | 932           | 932           | (16)           |
| Bank Interest                          | 30                    | 14            | 20            | (10)           |
| Concurrent Services Contribution (WDC) | 2,530                 | 2,530         | 2,530         |                |
| Grants/Donations                       |                       | 3,432         | 3,432         | 3,432          |
| Precept (WDC)                          | 29,975                | 14,988        | 29,975        |                |
| VAT prior year (HMRC)                  | 1,500                 | 1,489         | 1,489         | (11)           |
| Wayleave                               | 4                     |               | 4             |                |
| <b>TOTAL RECEIPTS</b>                  | <b>34,987</b>         | <b>23,385</b> | <b>38,382</b> | <b>3,396</b>   |
| <b>PAYMENTS</b>                        |                       |               |               |                |
| Allotments Hire of Land                | 300                   |               | 150           | 150            |
| Allotments Maintenance                 | 150                   |               | 150           |                |
| Allotments Water Charges               | 180                   | 21            | 180           |                |
| Audit Fees                             | 417                   | 417           | 417           |                |
| Bank Charges                           | 20                    | 20            | 40            | (20)           |
| Barford Memorial Hall                  |                       | 5,852         | 5,852         | (5,852)        |
| Bus Shelters Maintenance               | 600                   | 270           | 600           |                |
| Chairman's Allowance                   | 433                   |               | 433           |                |
| Diamond Jubilee                        |                       | 371           | 371           | (371)          |
| Employment Expenses                    | 15,219                | 7,568         | 15,219        |                |
| Flagpole                               |                       | 747           | 747           | (747)          |
| Grants: Churchyard Maintenance         | 1,255                 |               | 1,255         |                |
| Grants: Village Halls                  | 3,130                 |               | 3,130         |                |
| Housing Needs Survey                   |                       | 200           | 200           | (200)          |
| Insurance                              | 800                   | 813           | 813           | (13)           |
| Mowing Charges                         | 1,650                 | 1,145         | 1,937         | (287)          |
| Office Accommodation                   | 659                   | 330           | 659           |                |
| Open Spaces Maintenance                | 500                   | 108           | 500           |                |
| Postage                                | 200                   | 83            | 200           |                |
| Printing and Stationery                | 750                   | 403           | 750           |                |
| Section 137                            | 40                    | 26            | 66            | (26)           |
| Subs: Information Commissioner         | 35                    |               | 35            |                |
| Subs: SLCC                             | 140                   |               | 140           |                |
| Subs: WALC                             | 448                   | 470           | 470           | (22)           |
| Training and Seminar Expenses          | 150                   | 90            | 150           |                |
| Travel Expenses                        | 400                   | 208           | 400           |                |
| Tree Planting                          |                       | 175           | 175           | (175)          |
| Venue Hire                             | 90                    |               | 90            |                |
| <b>TOTAL PAYMENTS</b>                  | <b>27,565</b>         | <b>19,316</b> | <b>35,129</b> | <b>(7,563)</b> |
| <b>NET TOTALS</b>                      | <b>7,422</b>          |               | <b>3,254</b>  |                |

**BARFORD MEMORIAL HALL  
REFURBISHMENT FUND**

| <b>Date</b> | <b>Payee/er</b>     | <b>HSBC-</b> | <b>HSBC+</b> | <b>VAT</b> | <b>Total</b> |
|-------------|---------------------|--------------|--------------|------------|--------------|
| 10 Oct 11   | Barford WI          |              | 500.00       |            | 500.00       |
| 15 Dec 11   | Barford Drama Group |              | 2,650.00     |            | 3,150.00     |
| 14 Feb 12   | JPC Grant           |              | 1,043.00     |            | 4,193.00     |
| 1 Sep 12    | Pinner & Sons Ltd   | 5,852.40     |              | 975.40     | (684.00)     |
| 27 Sep 12   | WDC                 |              | 2,439.00     |            | 1,755.00     |