

BARFORD SHERBOURNE & WASPERTON JOINT PARISH COUNCIL

Minutes of the meeting of the Joint Parish Council held at Barford Memorial Hall
on Mon 8 Jan 18

Present:	Cllr: T Merrygold, (Chairman) Mrs W Barlow, R Clay, H Gadsden, Mrs A Gordon, J M Hawkesford, Mrs D Haynes, Mrs V Hunt, M J Metcalfe, J V Murphy, Mrs R Newsome, A B Rhead, Mrs K E Thomson, N F J Thurley, J T Wright
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Opening

- 173 The meeting opened at 7:30 pm.
- 174 The JPC took note of the resignation of Cllr Simon Morgan on 20 Dec 17.
- 175 No members of the public were present.

Reporting at Meetings

- 176 The "Protocol for the Reporting at Meetings of the Council or Committees" was taken as read by members of the JPC, and drawn to the attention of the public attending this meeting (had there been any) by means of printed leaflets.

Declarations of Disclosable Interests

- 177 None was declared.

Public Participation

- 178 There was none

Minutes of the Meeting of Council 13 Nov 17

- 179 The minutes were approved as a true record.

Matters Arising

- 180 Minute 169. Roadside Placards. Cllr Gadsden observed that the placards had not been removed. The Chairman informed the meeting he had met the chairman of SAGAG who had undertaken to amend the wording of the sign linking falling house prices to the threat of the quarry, but to leave the others in place. Cllr Clay wondered SAGAG is aware that any such sign must have planning permission if it is left in place for more than 30 days. The question of whether the exchange of signs one with another overcame this obligation remained unresolved
- 181 Minute 170. Deeds for War Memorial Bus Shelter. Cllr Murphy is investigating and trying to clarify the ownership the land on which the memorial stands and will report to the next meeting.

Minutes of the Meeting of the Planning Committee 13 Nov 17

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

Cash Book Balances as at 31 Dec 17

- 183 The JPC took note of the following cash balances:
- HSBC(1) £42,828.88
 - HSBC(2) £ 5,427.63
 - Santander £51,448.85

Receipts and Payments

184 The JPC endorsed the following:

Date	Payee/er	Category	Total
10 Nov 17	Bank Interest	Bank Interest	10.57
10 Nov 17	HMRC	Employment Expenses	(636.00)
13 Nov 17	Frank Mann Farmers	BLIS	(294.00)
13 Nov 17	RoSPA	Open Spaces Maintenance	(214.20)
13 Nov 17	MAG Consultancy	BLIS: BSC	(32.70)
13 Nov 17	BSGSG	Allotments Water Charges	(112.84)
13 Nov 17	MAG Consultancy	BLIS: BSC	(175.00)
13 Nov 17	Tracy Heselton	Open Spaces Maintenance	(40.00)
13 Nov 17	Frank Mann Farmers	Mowing Charges	(846.00)
18 Nov 17	J T Windows	Bus Shelters Maintenance	(45.00)
22 Nov 17	Playdale Playgrounds Ltd	Open Spaces Maintenance	(730.30)
24 Nov 17	BVS	Grant	300.00
30 Nov 17	Salaries	Employment Expenses	(810.58)
30 Nov 17	Administration	Office Accommodation	(61.00)
6 Dec 17	Bank Interest	Bank Interest	10.92
3 May 17	M Griffin	BLIS	(54.65)
20 Sep 17	Sainsbury's	Open Spaces Maintenance	(38.98)
13 Nov 17	Screwfix	BLIS	(16.18)
15 Nov 17	A Mathie	Open Spaces Maintenance	(80.00)
15 Nov 17	J V Murphy	Section 137	(25.00)
16 Nov 17	HM Land Registry	HM Land Registry	(6.00)
16 Nov 17	WALC	Training and Seminar Expenses	(30.00)
18 Nov 17	Administration	Postage	(41.04)
22 Nov 17	Administration	Subs: SLCC	(165.00)
24 Nov 17	E.on	Open Spaces Maintenance	(65.11)
24 Nov 17	Paul Hunt Electrical	BLIS: KGF	(390.92)
24 Nov 17	Grangewood	Open Spaces Maintenance	(2.88)
28 Nov 17	Booker	Open Spaces Maintenance	(37.15)
4 Dec 17	Tracey Heselton	Open Spaces Maintenance	(50.00)
4 Dec 17	MAG Consultancy	BLIS: BSC	(30.66)
4 Dec 17	MAG Consultancy	BLIS: BSC	(47.71)
4 Dec 17	Barford's "Football Dads"	Grant: BSC	110.00
6 Dec 17	Screwfix/Timpson	Open Spaces Maintenance	(29.99)
8 Dec 17	A Mathie	Open Spaces Maintenance	(40.00)
9 Dec 17	R Print	BLIS: BSC	(258.00)
10 Dec 17	HMRC	Employment Expenses	(636.00)
11 Dec 17	Frank Mann Farmers	Open Spaces Maintenance	(90.00)
31 Dec 17	Salaries	Employment Expenses	(810.58)
31 Dec 17	Administration	Office Accommodation	(61.00)

Internet Banking

185 The JPC endorsed the Chairman's intention to modify the banking mandates to allow access to internet banking facilities. [This was agreed later in the minutes, but is included here for continuity.]

Designated Funds

186 "WDC New Local Plan" is a designated fund of £1,300 pledged to support a coordinated legal challenge to WDC by parish councils acting jointly against aspects of the plan. That contingency has expired, and the JPC directed that the item be removed from the list of designated funds.

Management Accounts as at 30 Dec 17

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

Budget and Precept 2018-19

188 The JPC adopted the budget at Annex B to these minutes and set the precept at £45,465.

189 The JPC noted that the Band D rate for the calculation of the precept had remained unchanged since 2014-15, this despite a cumulative increase of 7% in RPI over the intervening period. The reason for this is that the corresponding increase in the Tax Base had been 18%. Such an increase adds to the tax-take without costing individual residents more. When house-building in Barford draws to a close, this windfall funding will disappear and it may be necessary in future to increase the Band D rate if inflation continues to rise in order to protect the free reserve

190 Cllr Murphy voiced the opinion (subsequently shared by the JPC) that regular small increases in the precept (in line with RPI) are desirable in order to build up the free reserve to immunized the JPC financially come a "rainy day". There are no statutory limits to reserves. It is generally agreed that a parish council should hold 50% to 100% of the precept as a safe minimum. As for an upper limit; the external auditor (Grant Thornton) calls for a justification of the holding only when it exceeds three time the precept.

King George's Field

191 Cllr Murphy reported:

- A late and unexpected charge levied for the final water connection to the site is being investigated. There is adequate funding for this (should the charge fall to the JPC) without the necessity of using reserves.
- Safety improvements for the play area equipment as recommended in the RoSPA inspection have been completed.

"Battle's Over"

192 The 100th anniversary of the end of WW1 will be reached next November. Literature on a national celebration ("Battle's Over") had been distributed to members. It was agreed in principle to do something, but hold this over to next meeting pending discussions with the PCCs and Heritage Group.

Road Safety – Wasperton

193 The JPC is to seek Cllr Caborn's advice on the legality the installation of a convex mirror at the first bend on the road into Wasperton.

Any Other Business

194 Cllr Mrs Barlow complained that WDC was failing to respond to reports of failed street lighting. [Cllr Rhead¹ to investigate.]

195 Cllr Hawkesford believed the new signs for the Joseph Arch pub did not have planning permission. [Cllr Rhead² to investigate.]

196 Cllr Clay said the War Memorial Bus Shelter needed renovation, particularly its seating. Costed options for replacement seating will be considered at the next meeting.

197 The Chairman said it was his ambition to have a copy of Plurality delivered to every house in each of the three villages. This would be debated further at following meetings of the JPC

Closure

198 There being no further business the meeting closed at 8:46pm.

¹ In his dual-capacity as Warwick District Councillor

² In his dual-capacity as Warwick District Councillor

Date of Next Meeting

199 The next meeting of the JPC is on Mon 12 Feb 18 at 7:30 pm in Sherbourne Village Hall.

**MANAGEMENT ACCOUNTS
AS AT 31 DEC 17**

Executive Summary		
Opening Balance 1 Apr 17	136,125	
Add Excess Income over Expenditure	(47,969)	
Closing Balance 31 Mar 18	88,156	
Designated Funds		
BLIS:		
King George's Field	24,167	Residue of initial grants for BLIS
Barford Sports Club	3,159	Total of grants to BSC
BLIS Sinking Fund	10,000	Provision for long-term refurbishment
Barford Memorial Hall	301	Current balance
Barford Telephone Kiosk	200	Bond deposited by Barford Heritage Group for future costs
Election Expenses (reserve)	2,000	JPC policy to reserve this early in the election cycle
Neighbourhood Watch	100	Current Balance
Provision for new mower	1,600	Purchase approved by JPC
Public Access Defibrillator	302	Current balance
Section 106	3,140	Reserved for specific housing developments
War Memorial Barford	470	Raised by public subscription. Unavailable for any other purpose
WDC New Local Plan	1,300	Contingency for legal challenge
Total Designated Funds	46,739	
Total Reserve	41,417	Closing balance 31 Mar 18 less Designated Funds
Key Man Self Insurance	13,556	75% of Clerk's costs
Discretionary Reserve	27,861	Unallocated reserve

BUDGET

	Budget 2017-18	YTD	Outturn 31 Mar 18
RECEIPTS			
Allotments Rents	1,000	1,001	1,001
Bank Interest	200	86	115
Concurrent Services Contribution (WDC)	1,145	1,145	1,145
Council Tax Reduction Scheme	943	943	943
Grants		12,307	12,307
Precept (WDC)	43,583	43,583	43,583
VAT	1,000	12,863	12,863
Wayleave	5	5	5
TOTAL RECEIPTS	47,876	71,934	71,963
PAYMENTS			
Allotments Hire of Land	500	250	500
Allotments Maintenance	150		
Allotments Water Charges	160	113	160
Audit Fees	810	575	575
Barford Leisure Improvement Scheme	5,000	61,822	61,822
Barford Memorial Hall		1,490	1,490
Barford Village Green Project		15,042	15,042
Bus Shelters Maintenance	525	330	525
Chairman's Allowance	481		481
Employment Expenses	17,342	13,010	17,342
Grants: Churchyard Maintenance	1,359		1,359
Grants: Community Centres	4,200		4,200
HM Land Registry		6	6
Insurance	3,000	1,715	1,715
Mowing Charges	4,225	6,786	6,786
Office Accommodation	732	549	732
Open Spaces Maintenance	5,000	2,638	3,000
Postage	140	71	100
Printing and Stationery	150	203	250
Rectory Paddock	500	1,736	1,736
Rural Footway Lighting	906	906	906
Section 137	100	56	56
Subs: Information Commissioner	35		35
Subs: SLCC	157	165	165
Subs: WALC	506	508	508
Training and Seminar Expenses	150	60	60
Travel Expenses	300	42	100
Venue Hire	170	180	180
War Memorial Wasperton	100	75	100
TOTAL PAYMENTS	46,698	108,329	119,932
NET TOTALS	1,178	(36,395)	(47,969)

BUDGET & PRECEPT 2018-19

	Actual 2016-17	Budget 2017-18	Forecast Outturn 2017-18	Budget 2018-19
RECEIPTS				
Allotments Rents		1,000	1,001	1,000
Bank Interest	210	200	120	120
Concurrent Services Contribution (WDC)	2,290	1,145	1,145	
Council Tax Reduction Scheme (WDC)	1,415	943	943	472
Grants/Donations	83,163		11,897	
Precept (WDC)	42,787	43,583	43,583	45,465
VAT	25,549	1,000	12,863	1,000
Wayleave	5	5	5	5
TOTAL RECEIPTS	155,419	47,876	71,558	48,062
PAYMENTS				
Allotments Hire of Land	500	500	500	500
Allotments Maintenance		150		150
Allotments Water Charges	19	160	113	117
Audit Fees	1,650	810	575	597
Barford Village Green Project			15,042	
Barford Leisure Improvement Scheme	149,260	5,000	61,143	5,000
Barford Memorial Hall	6,180		1,490	
Bus Shelters Maintenance	435	525	525	525
Chairman's Allowance	472	472	472	490
Employment Expenses	17,207	17,170	17,349	17,523
Grants: Churchyard Maintenance	1,335	1,334	1,334	1,386
Grants: Community Centres	2,940	4,114	4,114	4,885
Insurance	1,992	1,000	1,715	1,782
Mowing Charges	2,961	3,777	6,786	5,950
Office Accommodation	719	719	732	761
Open Spaces Maintenance	290	300	1,585	5,000
Postage	162	140	60	140
Printing and Stationery	177	300	250	260
Rectory Paddock	1,040		1,736	500
Rural Footway Lighting	906	906	906	906
Section 137	97		100	100
Subs: Information Commissioner	70	35		35
Subs: SLCC	157	167	157	163
Subs: WALC	506	507	508	527
Training and Seminar Expenses	105	300	135	150
Travel Expenses	291	300	100	300
Venue Hire	65	170	180	180
War Memorial Wasperton	100	100	100	100
TOTAL PAYMENTS	192,133	38,955	117,707	48,028
Difference:			(46,149)	34

Executive Summary

Opening balance 2017-18	136,125	
Excess of Income over Expenditure 2017-18	(46,149)	
Opening balance 2018-19	89,977	
Excess of Income over Expenditure 2018-19	34	
Closing balance 2018-19	90,011	
Designated Funds		
Barford Leisure Improvement Scheme:		
Barford Sports Club	3,461	Funded by third-party grants
King Georges Field	24,466	Residue of third-party start-up funding;
Sinking Fund	10,000	Funded from Precept; for long-term capital needs
Barford Memorial Hall	301	Current balance
Barford Telephone Kiosk	200	Barford Heritage Group bond for future costs
Barford War Memorial	470	Raised by public subscription
Election Expenses (reserve until 2019)	3,000	JPC policy to reserve this early in the cycle
Neighbourhood Watch	100	Current Balance
Rectory Paddock Maintenance	1,000	Voted by JPC
Provision for new mower	1,600	Purchase approved by JPC
Public Access Defibrillator	302	Current balance
Section 106	3,140	Current balance
WDC New Local Plan	1,300	Contingency for challenge
Total Designated Funds	49,340	
Risk Management Reserve	13,712	75% of Salary, ERNI and Office Costs
Discretionary Reserve	26,958	
Precept 2018-19	45,465	
Tax Base 2018-19	906	
Band D	50.19	The National Average for Band D in 2017 =£61.03