

BARFORD, SHERBOURNE AND WASPERTON JOINT PARISH COUNCIL
Minutes of the Annual meeting of the Council held on 10 May 2004 at Barford Memorial Hall at 7.30pm.

Present: Cllr J V Murphy (Chairman)

Cllrs M P Byerley, R Clay, Mrs S Dean, Mrs A Gordon, G P Grima, Mrs M Hayward, K S Hope,
Mrs J Jackson, M Metcalfe, G G Morris, R G Mulgrue, S G Starkey, W Worrall, J T Wright.

In attendance: Cllrs R G Butler (WDC), Mrs M B Haywood (WCC).

1. Apologies for absence
No apologies for absence were received.
2. Election of Chairman of the Council for 2004/2005
Cllr J V Murphy was elected Chairman of the Council for 2004/2005.
3. Election of Vice-Chairman of the Council for 2004/2005
Cllr J T Wright was elected Vice-Chairman of the Council for 2004/2005.
4. Declarations of Personal and Prejudicial Interests
Interests were declared as follows:
Cllr R Clay – Agenda item No. 18 Access to River Avon – Personal – Friend of owners of Avonside Cottage.
Cllr Mrs M Hayward – Agenda item No. 20 Grant aid to Barford Parish Plan – Personal and prejudicial – Member of Parish Plan Committee.
Cllr R G Mulgrue -
Agenda item No. 8 Report on Rural Speed Management Seminar – Personal – Member of Working Group
Agenda item No. 20 Grant aid to Barford Parish Plan – Personal and prejudicial – Member of Parish Plan Committee.
Cllr J V Murphy-
Agenda item No. 12 Chairmans Allowance – Personal and prejudicial – Chairman of the Council
Agenda item No. 20 Grant aid to Barford Parish Plan – Personal and prejudicial – Member of Parish Plan Committee.
5. Representations by Members of the Public.
With reference to the application for grant aid to be considered at agenda item No. 20 Mr G Joy Chairman of the Barford Parish Plan Committee outlined the work being undertaken by the Committee and the financial resources required to enable production of the Plan. Mr Joy explained that it was the Committees intention to apply for a grant from the Countryside Agency but a condition of this was that they must show matching funding which included a cash element.

Mr M Sheard referred to the recent planning application by the Glebe Hotel, Barford for extensions and alterations and the concern of residents to the proposals. He advised that amended plans had now been submitted to Warwick District Council and urged the Council to consider these carefully when they were received under the consultation arrangements.
6. Matters for the Constabulary
It was reported that PC Caswell had issued a number of Fixed Penalty Tickets to owners of vehicles illegally parked and obstructing the pavement. Members welcomed the action taken and asked that their support be conveyed to PC Caswell. It was suggested that the Chairman draw attention to the action being taken in his article in Plurality.
7. Minutes
The minutes of the following meetings were confirmed:

Council	15 th March 2004
Planning Committee	18 th March 2004
Planning Committee	29 th March 2004
Planning Committee	20 th April 2004

8. Reports from Representatives Appointed to Serve on Other Bodies
Cllr Hope submitted a written report on his attendance at the Rural Speed Management Seminar held in Birmingham on 25th March.
9. Appointment of Planning Committee for 2004/2005
The following were appointed:
Barford - Cllrs M P Byerley, R Clay, Mrs M Hayward, R G Mulgrue
Sherbourne - Cllrs Mrs A Gordon, G P Grima
Wasperton - Cllrs M Metcalfe, J T Wright.

Cllr J V Murphy Chairman of Council ex-officio
10. Appointment of Disciplinary Panel and Disciplinary Appeals Panel
The following were appointed:
Disciplinary Panel -
Cllrs Mrs S Dean, G G Morris, R G Mulgrue, W Worrall
Cllr J V Murphy Chairman of Council ex-officio

Disciplinary Appeals Panel –
Cllrs R Clay, K S Hope, Mrs J Jackson, M Metcalfe
Cllr J T Wright Vice-Chairman of Council ex-officio
11. Appointment of representatives to serve on other bodies
The following were appointed:
a) Barford Memorial Hall Management Committee - Cllr K Hope

b) Warwick District Council Planning Forum –representatives to be arranged on an ad-hoc basis

c) Warwickshire Association of Local Councils – Cllr Mrs J Jackson and one other representative to be arranged on an ad-hoc basis

d) Warwickshire Police Consultative Committee – representative to be decided on receipt of notice of meeting
12. Chairman's Allowance for 2004/2005
Resolved: That Cllr J V Murphy Chairman of the Council be paid an allowance of £330 for 2004/2005.
13. Annual Parish Meetings
Barford - Cllr J V Murphy reported on the Barford Annual Parish Meeting held on March 30th
The meeting was well attended. Reports and presentations included:
Updates on preparation of the Barford Parish Plan; Bus shelter provision and bus service routings; Barford St Peters School; Barford Web site; a report by BRA; a report on information lodged with the Imperial War Museum following restoration of Barford War Memorial.
The meeting expressed concern regarding youth activity particularly with regard to the allotments area of the village.

Wasperton – Cllr J T Wright reported on the Wasperton annual Parish Meeting held on April 1st
The meeting was not so well attended as in past years. Matters raised and discussed included:
Concern re Barford Bypass that the safety issues raised regarding the provision of T-junctions instead of roundabouts had not been addressed by the Inspector in his recommendations following the Public Inquiry.
Concern and objections to proposals to construct fishing lakes at Wasperton by Birmingham Anglers Association
Objections to opening up the River Avon between Stratford-on-Avon and Warwick.
Concern regarding the poor condition of the village road and verges which now required urgent remedial action.
The meeting had received a presentation on the Barford Web site.

It was noted that the Sherbourne Annual Parish Meeting would be held on 27 May 2004 and a report would be submitted to the June meeting of the Council.

14. Clerk's paid hours of employment

At the Council's meeting in January 2004 Mr Offiler, the Clerk appointed at the beginning of October 2003, expressed concern that his actual hours of employment appeared to be considerably in excess of the 7 hours per week for which he was paid. To enable the matter to be reviewed Mr Offiler was requested to continue the time recording exercise which he had begun on 1 January.

Mr Offiler had now submitted with the agenda for the meeting the results of the time recording exercise over the 13 weeks to March 31. The results for this period showed that he had worked an average of 24 hours per week. He recognised that the exercise had been undertaken during a particularly busy period and it was likely that his hours would reduce during the summer period.

It was noted that provision was made in the 2004/2005 estimates for his paid hours to be increased up to 14 per week subject to the results of the time recording exercise.

It was also noted that Mr Offiler had submitted his resignation as he was moving to Canada and had indicated that for the remaining period of his employment he was not therefore seeking a review of his paid hours.

Resolved: that the paid working hours of the replacement Clerk and Responsible Financial Officer be based on 18 hours per week and Financial Regulations be suspended in this instance to enable the additional cost not provided for in the budget to be taken from reserves.

15. Resignation of the Clerk and Responsible Financial Officer

The resignation of Mr Offiler, the Clerk and Responsible Financial Officer was noted with regret.

Resolved that;

- a) advertisements for the vacancy be placed in appropriate newspapers and circulated to other Councils;
- b) Cllrs J V Murphy, J T Wright and G G Morris be appointed to interview candidates and make an appointment on the Councils behalf.

16. Skateboard Park Noise Reduction

It was noted that the Chairman reported to the last meeting of Council on his meeting with a local resident, Mr Braithwaite, with professional expertise in these matters. His recommendations to eliminate noise included

1. Mass-damping by affixing thick high density rubber sheeting under the metal surfaces;
2. Boxing in the ramps with metal sheeting and damping;
3. Sealing the units to the ground with rubber stripping;
4. Packing the inside with dense, sound absorbing material.

The first 3 stages, undertaken on a self-help basis, would cost in the region of £350 - £400 for the central ramp only.

The cost of packing the inside would be between £1000 to £1,500 but would have only a marginal effect after the reduction made by the other 3 stages.

As agreed at the last meeting Mr Braithwaite had been approached with a view to his paid professional oversight of the work indicated in steps 1 – 3 being undertaken, in respect of the central ramp in the first place, on a self-help basis. The Chairman reported that Mr Braithwaite had agreed to do this but had declined to take a fee.

The Chairman reported that the original equipment suppliers had indicated they were not interested in carrying out this work.

Provision of noise reduction measures to skateboard ramps was a relatively new feature. In view of this a local company G W Engineering Ltd had provided quotations for supply of steel panels, and an independent welder had agreed to undertake the welding. Prices had also been obtained for self-adhesive mass-damping sheeting. This gave a total of £750 for the middle ramp. It was noted that £2000 was included in estimates for this work.

It was resolved:

- a) The offer of Mr Braithwaite to supervise the work without fee be accepted:
- b) That Financial Regulations be waived in view of the limited availability of suppliers/contractors with relevant experience.
- c) That the work proposed go ahead subject to approval, or lack of adverse comment on the proposals by the original manufacturer and Playground Management Services Ltd (part of ROSPA)
- d) Playground Management Services be asked to inspect the work following its completion

17. Byelaw(s) Covering Proper Use of Barford Playing Field.

At its meeting in September last Council decided to consider adopting appropriate byelaw(s).

At its last meeting, Council was informed that the Home Office had a fast-track scheme for approving byelaws for councils willing to adopt those for which it provides models. Scrutiny of non-model byelaws could involve a much more lengthy process.

In seeking to adopt one of the 8 byelaws for which there is a model, the exact model had to be adopted, save for any omission of specific optional provisions for which the Authority had no experience.

In the light of the information provided, Council established a Working Party composed of the Chairman and Cllrs Mrs Hayward, R G Mulgrue and W Worrall to consider the matter further and report back.

The Working Party circulated copies of the Model of Byelaws which could be adopted by the Council and copies of the Model Set 8 Byelaws which were the province of either the Warwick District Council or Warwickshire County Council. The Working Party recommended that enquiries were made with these Authorities to see if any were already in place.

In Model Set 8 the Working Party had highlighted a number of Byelaws, which they recommended promoting as they impacted upon problems that had occurred within the Councils area.

Resolved:

- a) That consideration of the adoption of Byelaws be deferred to the next meeting of the Council and;
- b) Warwick District Council and Warwickshire County Council be asked if any of the Model Set 8 Byelaws are already in place or if they can be considered for enactment.

18. Access to River Avon between Avonside Cottage and Waters Edge, High Street, Barford

It had been previously reported that WCC had indicated that it would be unable to deal with this matter for some years because they had a large number of cases on file and it intended to deal with them as part of the review of the Definitive Map of Public Footpaths, Bridleways and Byways. In view of this Council decided that Land Registry should be notified of its claim with a view to a 'unilateral notice' being entered against the land in the Register.

The notice was unlikely to stop Land Registry awarding the land if the requirements of adverse possession were met, unless we were able to provide evidence that the land had historically been owned by the Highway Authority. (WCC Highways Section had no such evidence but it was not known if there is material in the Records Office.)

Since the proposed course of action would involve costs Council was asked at its last meeting to review its decision to enter a unilateral notice in the Land Registry.

It was decided that an estimate of the likely cost of proceeding should be obtained.

It was reported that the Land Registry fee for entering a notice is £40 and enquiries suggest that the only necessary legal charge would be for a solicitor or commissioner of oaths to witness the signature to the Council's notification of its interest, in the region of £10.

Resolved: That the Council enter a unilateral notice on the Land Register in respect of this land.

19. Affordable Housing in Barford

At its January meeting Council was reminded that it had given encouragement without commitment to Warwickshire Rural Housing Associations interest in providing a scheme for affordable housing in the grounds of Barford House fronting Wasperton Lane.

The Association informed the Council that WDC's only indicated concern was about such a scheme going too far back and thereby having a detrimental visual impact upon Barford House because of its listed status. The Association believed that it could design a scheme that is sensitive to this concern. It advised that, subject to seeking its Housing Department's views, WDC was receptive to the idea of incorporating the current flats into any proposal.

The Association had now provided drawings to indicate the proposed layout of such a scheme which were circulated at the meeting.

Resolved:

- a) That Warwickshire Rural Housing Association be informed of the Councils support without commitment to the proposed layout for Affordable Housing on that part of the land referred to above subject to its right to comment on any planning application submitted.
- b) That Warwickshire Rural Housing Association be advised that on the proposal now provided Members would prefer to see more direct access to the centre of the village.

20. Grant-aid to Barford Parish Plan

The organizers of the Barford Parish Plan project advised that they had applied to the Countryside Agency for a grant of £4,000, the maximum available, to fund their activities. To get this grant the project had to show matching funding of its own of £1,333 (25%). This matching funding could include the notional cost of volunteer help to the project but had to include a minimum sum in cash equivalent to 5% of the overall sum being raised. (£5,333). The project therefore asked if the Council would make them a grant of £300 to meet the cash sum required.

Resolved:

- a) That a grant of £300 be made under Section 137 of the Local Government Act 1972 since the expenditure is considered to be in the interests of the area and its inhabitants and will benefit them in a manner commensurate with the expenditure;
- b) That since no specific budget provision has been made for this expenditure Financial Regulations be suspended in this instance and the grant met from reserves.

21. Audit Commission Inspection of Warwick District Council

As part of its forthcoming inspection of Warwick District Council the Audit Commission was inviting parish council views on relationships with WDC. Responses were invited by 11 June in the form of a questionnaire covering 22 questions mainly seeking responses between 'strongly agree' and 'strongly disagree'.

Resolved: that the Chairman and Clerk complete the questionnaire.

22. Byeway and Bridleway Trust

It was reported that the annual subscription for the Trust's publications was now due for renewal at a cost of £30.

Resolved: that the subscription be not renewed.

23. Warwickshire and West Midlands Association of Local Councils

It was reported that renewal of Council's membership of WALC was now due for 2004/2005, at a cost of £298.

Resolved: That Membership of WALC be renewed.

24. Parish Paths Partnership Agreement (P3)

It was reported that the partnership with WCC required formal agreement by Council for 2004/2005. The style of the agreement had changed, in that parishes were now expected to list up to 3 objectives that they wished to achieve by being in the scheme this year.

If a P3 group was already an active and had no special projects in mind but to continue undertaking regular maintenance work it could be stated on the agreement form.

Cllr J V Murphy advised that only maintenance was required for Barford.

Members for Sherbourne reported that they were awaiting a response from WCC following submission of their survey forms and were not therefore yet in a position to state their objectives.

Cllr J T Wright indicated that Wasperton also had certain matters for which they were awaiting a response from WCC.

Resolved

- a) That WCC be advised that the Councils three parishes wish to participate in the scheme for 2004/2005.
- b) That representatives of all three parishes contact WCC to resolve outstanding matters and to enable them to set their objectives.

25. Bank and Building Society Balances

The following were noted:

As at 19 April 2004

	£
Bank Account	6366.73
Building Society Deposit Account	20667.67
Received from Inland Revenue – Vat refund 2003/4	1990.11

26. Payment of Accounts

a) The cheque signatories' action in making payment of the following accounts was approved subject to confirmation that the account for Powergen Energy PLC was due in view of the request made for disconnection of the electricity supply to the Bus Shelter:

Viking Direct – A4 size envelopes	18.07
Mr. T Offiler – March salary (£202.91), Office (£41.66) and expenses (£49.97)	94.54
Inland Revenue – Income tax deductions Jan to March	171.82
Miss D M Hadley – Half-yearly rent for allotment land	37.50
Mrs R J Smith - ditto	37.50
Powergen Energy PLC – bus shelter lighting	17.62
Prontaprint – Photocopying March	74.03

b) Payment of the following accounts was approved:

T. Offiler – April Salary (260.33), office (41.66) and expenses (38.95)	283.74
Allianz Cornhill Insurance – Renewal premium	697.04

27. Decision Making Process for Planning Applications

Receipt of a letter from WDC informing the Council of changes to the decision making process for planning applications was noted.

The changes provided:

1. for a JPC member to address WDC's Planning Committee on any relevant application on the agenda. (It was noted that at meetings of the JPC Planning Committee meeting it would be necessary to identify those applications on which this right was to be taken up.)
2. there would consequently no longer be a right for the JPC to be represented at site visits.

3. although there would be an extension of delegation of decision to officers, any application to which the JPC has objected would not be subject to delegated officer decision.

Resolved:

That the changes be noted together with the consequences of 1.above at JPC Planning Committee meetings.

27. Planning Appeal to Secretary of State by Birmingham Anglers Association

It was reported that WDC had notified that the Birmingham Anglers Association has submitted an appeal to the Secretary of State following the refusal of planning permission for proposed fishing pools on land adjacent to the River Avon at Wasperton. The appeal was to be determined by written submissions. Previously submitted representations and correspondence to WDC would be forwarded to the Inspector.

Resolved:

- a) That the Inspector be informed that the Council reaffirms its objection to the proposal by Birmingham Anglers Association to create fishing ponds in the meadows adjacent to the river Avon at Wasperton and;
- b) the Inspectors attention be drawn to the concern of residents to the proposal expressed at the Wasperton Annual Parish meeting held on April 1st 2004

28. Allpay Facility

It was reported that at the Barford Annual Parish Meeting, concern was expressed that unlike some other district councils WDC was unable to offer its local post offices the opportunity for residents to pay their council tax through them.

Councillor Mrs Sawdon was present at the meeting and subsequently took the matter up with WDC. The scheme for doing this was called Allpay and was understood to be expanding its facilities, in association with WDC so far as its residents were concerned. It was hoped to have the scheme up and running in the WDC area by August this year.

Resolved: That the report be noted.

29. Public Telephone Box A429 –Sherbourne

It was reported that a letter had been received from Telecom in which they advised that they intended to remove the public telephone box situated on the A429 at Sherbourne.

Concern was expressed that the Box was the only one in the area and provided a facility for motorists, cyclists and walkers and should not be removed.

Resolved: That representations be made to Telecom for retention of the Telephone Box.

30. Refurbishment of slide at Barford Playing Field

Cllr W Worrall reported that the slide had now been refurbished and re-installed in the play area.

31. Footpath Lighting at Barford

- a) Cllr Butler reported that he had recently met with representatives of WDC/WCC to discuss plans to improve the footpath lighting in the vicinity of Wasperton Lane, Barford.
- b) Cllr R G Mulgrue reported that he had also drawn WDC's representatives attention to the deterioration of a number of the existing concrete lighting columns and was hopeful that they would arrange for them to be replaced.

Resolved:

That the reports be noted and the matter be placed on the agenda for the next meeting of the Council to enable further consideration of the matter.