

BARFORD SHERBOURNE AND WASPERTON JOINT PARISH COUNCIL

Minutes of the meeting of the Joint Parish Council
held at Sherbourne Village Hall on Mon 14 Oct 13

Present:	Cllr J V Murphy,(Chairman) Cllr: Mrs W Barlow, R Clay, J M Hawkesford, P A P Morris, Mrs A Gordon, T Merrygold, Mrs R Newsome, M J Metcalfe, N F J Thurley, J T Wright,
Apologies:	Cllr: S J Coop, Mrs J L Longfield, R A Shotton-Oza,
In Attendance:	Cllr L Caborn (WCC)

Opening

- 144 The meeting opened at 7:30 pm
- 145 One member of the public was present.

Appointment of Coopted Member for Barford

- 146 RESOLVED: That Mr Ian Boak be and is hereby appointed as a coopted member of the JPC.
- 147 Cllr Boak signed a declaration of acceptance of office and took his seat.

Public Participation

- 148 There was no public participation

Declarations of Disclosable Interests

- 149 Cllr Wright declared a personal interest in the application for funding for the maintenance of the Wasperton War Memorial in that his wife had been its signatory.

Minutes of the Meeting of the JPC 2 Sep 13

- 150 The minutes were approved as a true record.

Matters Arising

- 151 Minute 125. Survey of Play and Recreational Facilities. The Chairman reported that still no progress had been achieved since the last time this was discussed by the JPC. The Coventry Diocese had at last agreed to provide a response as to whether it would wish or allow land between the school and the Playing Fields (known locally as “the Rectory Paddock” to become part of the overall project.
- 152 Minute 127. Neighbourhood Plans.
- 152.1 It was reported that progress was being maintained by the Barford Neighbourhood Development Plan Group (DNPDG).
- 152.2 Alerted by Cllr Caborn that WCC had an obligation to identify a total of seven years’ supply of minerals and had only three to date, it was agreed that this important matter should be considered by the Neighbourhood Plan group.
- 152.3 Cllr Merrygold (who has the status of observer at the DNPDG) offered the view that it had perhaps been a mistake for the two smaller villages to opt out of this process, for much of what was being discussed affected them. It was agreed (at the suggestion of Cllr Mrs Gordon) that the Sherbourne and Wasperton councillors should meet independently to consider the matter further.

152.4 The Chairman reminded the meeting that such a change would mean starting afresh because of the necessary change to the Designated Area but he thought it might still be possible.

153 Minute 131. Assets of Community Value.

153.1 Cllr Mrs Barlow had reported on her investigation of this scheme which is designed to identify and register community assets (building and land) so that in the event the current owner decides to change its use (convert a pub to a dwelling house for example) a delay of six months could be imposed on that change to allow alternate outcomes preserving the original purpose or other ongoing community use, and invited members to study the details and compile lists of such assets in each village to be considered at this meeting of the JPC. None had been submitted.

153.2 She now made a fresh appeal to all three villages.

153.3 In the case of Barford, she undertook to compile a list of likely candidate assets and allocate each to specific members of the JPC.

153.4 The final, consolidated list would be considered at the November meeting of the JPC.

154 Minute 135. Housing Needs Survey.

154.1 At the last meeting of the JPC it was resolved that "A Housing Needs Survey be conducted (using a format approved by WDC) in order to evaluate local need for both affordable (rent and shared ownership) housing via a housing association and open market housing."

154.2 Accordingly Sarah Brooke-Taylor, Neighbourhood Development Officer, Warwickshire Rural Community Council had started such a survey scheduled for distribution in the week ending 25 Oct 13.

154.3 Cllr Mrs Barlow made arrangement for delivering the survey to every house in the three villages.

Minutes of the Meeting of the Planning Committee 30 Sep 13

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

Cash Book Balances as at 30 Sep 13

156 The JPC took note of the following cash balances

- HSBC £15,441.90
- Santander £37,811.20

Receipts and Payments

157 The JPC endorsed the following:

Date	Payee/er	Category	Total
1 Sep 13	Claridges	Barford Parish Directory	(12.19)
2 Sep 13	Administration	Postage	(21.20)
2 Sep 13	Administration	Travel Expenses	(48.36)
4 Sep 13	Santander	Bank Interest	2.57
10 Sep 13	HMRC	Employment Expenses	(565.84)
24 Sep 13	S&D Window Cleaners	Bus Shelters Maintenance	(60.00)
24 Sep 13	MFM Services	Mowing Charges	(278.00)
24 Sep 13	Claridges	Barford Parish Directory	(10.20)
30 Sep 13	Salaries	Employment Expenses	(730.26)
30 Sep 13	Administration	Office Accommodation	(56.35)

Management Accounts as at 30 Sep 13

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

Annual Audit as at 31 Mar 13

159 The JPC took note that the External Auditor has given an unqualified audit opinion.

Wasperton War Memorial

160 In response to an appeal for assistance in funding the maintenance of the Wasperton War Memorial the JPC created a Designated Fund of £100.

Street Lighting in Sherbourne

161 Cllr Mrs Gordon gave a progress report:

161.1 An application for a grant of £3,000 from WRWCF had been successful

161.2 An application for a grant of £3,500 from Barford Community Charity (BCC) had been submitted and was on the agenda for the next meeting to be held on 17 Oct 13.

162 Always provided that the BCC grant is forthcoming, the JPC voted to fund the balance of some £1,600 to be paid to WDC in five equal, annual tranches.

[Cllr Morris left the meeting]

Filming of JPC Meetings

163 In response to the question from Alan Jones, Head of Communications at NALC whether filming of meetings should be allowed, the JPC delivered an emphatic "No", insisting that the approved minutes were the true record of the meeting.

Neighbourhood Watch

164 The JPC resolved to create a Designated Fund of £100 for expenditure on the hire of venues for meetings of Neighbourhood Watch.

Coventry and Warwickshire Gateway

165 The JPC declined to invite Cllr Mark Symes of Bubbenhall Parish Council to attend its November meeting to address it on the Coventry and Warwickshire Gateway.

Any Other Business

166 Cllr Mrs Barlow informed the JPC of a need for one if not two kissing gates on the Riverside Walk to facilitate pedestrian access subsequent to the chaining of the vehicle gates to enhance security in the face of threat of traveller access. Cllr Caborn suggested that an appeal to the Footpaths department at WCC to provide them might prove fruitful (although the costs of installation would have to be borne by the JPC).

167 Cllr Mrs Gordon drew attention to the number of unauthorized and therefore illegal notice boards and signs which had been erected by the side of public roads. She undertook to provide a schedule of them to the Clerk so that appropriate action could be taken by the appropriate authorities.

Closure

168 There being no other business the meeting closed at 8:33pm.

Date of Next Meeting

169 The next meeting of the JPC is on Mon 11 Nov 13 at 7:30 pm in Wasperton Village Hall.

MANAGEMENT ACCOUNTS AS AT 30 SEP 13

	Budget 2013- 14	YTD	FOO	Diff
RECEIPTS				
Allotments Rents	932	934	934	2
Bank Interest	30	10	25	(5)
Concurrent Services Contribution (WDC)	2,530	2,530	2,530	
Grants/Donations				
Precept (WDC)	29,071	14,536	29,071	
Transitional Grant (WDC)	2,289	1,145	2,289	
VAT prior year (HMRC)	1,500	1,475	1,475	(25)
Wayleave	5		5	
TOTAL RECEIPTS	<u>36,357</u>		<u>36,329</u>	
PAYMENTS				
Allotments Hire of Land	150		150	
Allotments Maintenance	150	120	170	(20)
Allotments Water Charges	180	31	180	
Audit Fees	428	85	325	103
Bank Charges	20		20	
Barford Memorial Hall		959	959	(959)
Barford Neighbourhood Plan		48	48	(48)
Barford Parish Directory		41	41	(41)
Bus Shelters Maintenance	600	270	600	
Chairman's Allowance	444		444	
Employment Expenses	15,530	7,762	15,530	
Grants: Churchyard Maintenance	1,288		1,288	
Grants: Village Halls	3,211		3,211	
Insurance	834	836	836	(2)
Mowing Charges	2,848	1,872	2,848	
Notice Boards	750		750	
Office Accommodation	676	338	676	
Open Spaces Maintenance	500	53	500	
Postage	250	58	150	100
Printing and Stationery	750	164	350	400
Rural Footway Lighting			1,186	(1,186)
Section 137	40	98	140	(100)
Subs: Information Commissioner	35		35	
Subs: SLCC	145		145	
Subs: WALC	482	482	482	
Training and Seminar Expenses	200		200	
Travel Expenses	400	164	400	
Venue Hire	90		90	
TOTAL PAYMENTS	<u>30,001</u>		<u>31,755</u>	
NET TOTALS	<u>6,356</u>		<u>4,574</u>	

EXECUTIVE SUMMARY

1	Opening Balance 1 Apr 13	46,004	
2	Add Excess Income over Expenditure	<u>4,574</u>	
3	Closing Balance 31 Mar 14	<u>50,578</u>	
Designated Funds			
4	Barford Memorial Hall	1,999	Current balance of BMH refurbishment fund
5	Barford Neighbourhood Plan	956	Residue of earmarked funds made by JPC
6	Barford Parish Directory (CVS)	46	Residue of grant to third party held by JPC
7	Barford Telephone Kiosk	200	Bond deposited by Barford Heritage Group
8	Barford War Memorial	535	Raised by public subscription
9	Election Expenses (reserve for 2015)	2,000	JPC policy to reserve this early
10	Provision for new mower	<u>1,600</u>	Purchase approved by JPC
11	Total Designated Funds	<u>7,336</u>	
12	Total Reserve	43,242	Closing balance 31 Mar 14 minus total Designated Funds
13	Contingency (10% of Expenditure)	3,175	Hedge against inflation
14	Risk Management Reserve	12,155	75% of Clerk's costs
15	Discretionary Reserve	27,912	Unallocated reserve
Long-term Creditors:			
	Rural Footway Lighting 2014	1,186	
	Rural Footway Lighting 2015	1,186	
	Rural Footway Lighting 2016	1,186	
	Rural Footway Lighting 2017	1,186	