

BARFORD SHERBOURNE & WASPERTON JOINT PARISH COUNCIL

Minutes of the meeting of the Joint Parish Council
held at Barford Memorial Hall
on Mon 14 Jan 19

Present:	Cllr T Merrygold (Chairman) Cllr: Mrs W Barlow, R Clay, Mrs A Gordon, J M Hawkesford, Mrs D E Haynes, Mrs V Hunt, J V Murphy, N F J Thurley,
Apologies:	Cllr: H Gadsden, Mrs L Jones, M J Metcalfe, Mrs R Newsome, Mrs K E Thomson, J T Wright,
In Attendance:	Cllr: L Caborn (WCC),

Opening

- 140 The meeting opened at 7:30 pm
- 141 No members of the public were present.
- 142 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 by means of printed leaflets.

Declarations of Disclosable Interests

- 143 None was declared.

Public Participation

- 144 There was none.

Minutes of the Meeting of Council 12 Nov 18

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

Minutes of the Meeting of the Planning Committee 22 Oct 18

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

Minutes of the Meeting of the Planning Committee 12 Nov 18

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

Minutes of the Meeting of the Planning Committee 26 Nov 18

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

Cash Book Balances as at 31 Dec 18

- 149 The JPC took note of the following cash balances
- | | |
|-----------|------------|
| HSBC(1) | £43,151.17 |
| HSBC(2) | £16,150.02 |
| Santander | £51,729.43 |

Receipts and Payments

- 150 The JPC endorsed the following:

Date	Payee/er	Category	Total
1 Nov 18	Bank Interest	Bank Interest	26.33
1 Nov 18	RoSPA	Open Spaces Maintenance	(214.20)
1 Nov 18	Credit Note	Mowing Charges	1,701.60
1 Nov 18	Salaries	Employment Expenses	(830.00)
10 Nov 18	HMRC	Employment Expenses	(650.00)
12 Nov 18	Smith Construction	Open Spaces Maintenance	(495.00)
12 Nov 18	J T Window Cleaners	Bus Shelters Maintenance	(60.00)
12 Nov 18	T Heselton	Open Spaces Maintenance	(50.00)
12 Nov 18	Grangewood	Open Spaces Maintenance	(21.60)

12 Nov 18	Grangewood	Open Spaces Maintenance	(20.52)
12 Nov 18	Frank Mann Farmers	Mowing Charges	(998.40)
12 Nov 18	MAG Consultancy	BSC	(31.62)
12 Nov 18	Royal British Legion	Section 137	(25.00)
12 Nov 18	Mole-Man	Open Spaces Maintenance	(120.00)
14 Nov 18	WALC	Training and Seminar Expenses	(30.00)
16 Nov 18	Booker	KGF	(56.34)
16 Nov 18	Mole-Man	Open Spaces Maintenance	(120.00)
21 Nov 18	SLCC	Subs: SLCC	(175.00)
23 Nov 18	E.on	Open Spaces Maintenance	(101.58)
29 Nov 18	MAG Consultancy	BSC	(31.50)
29 Nov 18	Kingsman Estate Agents	BSC	100.00
30 Nov 18	Administration	Office Accommodation	(50.91)
1 Dec 18	Bank Interest	Bank Interest	25.50
1 Dec 18	Salaries	Employment Expenses	(830.00)
5 Dec 18	J F Johnson	Software	(31.14)
5 Dec 18	R Print	BSC	(313.00)
10 Dec 18	HMRC	Employment Expenses	(650.00)
12 Dec 18	R Print	BSC	(376.00)
14 Dec 18	Mimi's Designs	BSC	(180.00)
24 Dec 18	Big Lottery Fund	BSC	2,070.00
27 Dec 18	H T Williams	Open Spaces Maintenance	(40.00)
28 Dec 18	MAG Consultancy	BSC	(30.66)
28 Dec 18	Sponsored Walk	BSC	172.84
31 Dec 18	Administration	Office Accommodation	(50.91)

Management Accounts as at 31 Dec 18

151 The JPC took note of the Management Accounts at Annex A.

Budget and Precept 2019-20

152 Budget. The JPC adopted the Budget 2019-20 at Annex B.

153 Precept. The JPC set the Precept for 2019-20 at £50,724.

154 Community Centres. Hitherto the budget allocation for community centres had been distributed by two shares for each village hall and one share for the Barford Scout Hut (aka BYCC). In future the distribution will be one share for each of the four recipients, subject to ratification or adjustment each year, dependent on current circumstances at that time.

155 Reserves. The JPC resolved that it would be prudent to protect its reserves in future years by annual increases in the precept of a minimum of CPI.

King George's Field

156 Cllr Murphy briefed the meeting.

Matters Arising

157 The quality of the construction of the surface of the Children's Play Area is poor, as evidenced by the need for repeated repairs by the contractor, Miracle. So far, the work has been done free of charge under warranty (which expired after one-year) but there is doubt about Miracle's willingness to continue this arrangement and indeed about the JPC's acceptance of such repairs, they being just enough to correct one problem but insufficient to protect against future ones. Now further repairs are needed.

158 As a precaution; a quote of £5,750 for a substantial repair has been made by M & B Surfaces (the contractors for the Barford Village Green Project) which will be considered when Miracle's intentions are better known.

159 Cllr Thurley advised that a claim against Miracle for the latent defect should be investigated.

Barford Youth and Community Centre

160 Cllr Mrs Barlow gave an update. The JPC took note,

Housing Needs Survey (HNS)

161 The JPC decided to renew the HNS made in December 2013 now that it has expired.

Sand & Gravel

162 The Chairman gave a summary of the Working Party's findings.

Joseph Arch's Centenary 10 Feb 19

163 Cllr Mrs Barlow gave a summary of the planned proceedings of the celebration which some 50 residents of Barford will attend.

164 It was agreed that the JPC would fund a wreath for this important historic occasion.

Closure

165 There being no further business, the meeting closed at 8:35pm

Date of Next Meeting

166 The next meeting of the JPC is on Monday 11 Feb 19 at 7:30 pm in Sherbourne Village Hall.

Management Accounts as at 31 Dec 18

Executive Summary		
Opening Balance 1 Apr 18	94,040	
Add Excess Income over Expenditure	2,779	
Closing Balance 31 Mar 19	96,819	
Designated Funds		
Barford Leisure Improvement Scheme		
King George's Field	23,311	Residue of initial grants for BLIS
Barford Sports Club	5,234	Ledger total
BLIS Sinking Fund	15,000	Provision for long-term refurbishment
MUGA	4,424	Scheduled maintenance quarterly until Oct 2021
Barford Memorial Hall	771	Ledger total
Barford Telephone Kiosk	200	Bond deposited by Barford Heritage Group for future costs
Election Expenses (reserve from 2015)	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	Ledger total
Section 106	3,140	Reserved for specific housing developments
War Memorial Barford	470	Raised by public subscription, for this purpose only
Total Designated Funds	56,553	
Total Reserve	40,266	Closing balance 31 Mar 19 less Designated Funds
Key Man Self Insurance	13,860	75% of Clerk's costs
Discretionary Reserve	26,406	Unallocated reserve

	Budget 2018-19	YTD	Outturn 31 Mar 19
RECEIPTS			
Allotments Rents	1,000		1,000
Bank Interest	120	207	300
BLIS:BSC		6,457	6,457
BLIS:KGF		450	450
Council Tax Reduction Scheme	472	472	472
Grants		179	179
Precept (WDC)	45,465	45,465	45,465
VAT	1,000	2,239	3,000
Wayleave	5	5	5
TOTAL RECEIPTS	48,062	55,474	57,328
PAYMENTS			
Allotments Hire of Land	500	250	500
Allotments Maintenance	150		150
Allotments Water Charges	117	88	180
Audit Fees	597	620	620
Barford Memorial Hall		876	876
Barford Parish Directory		7	7
BLIS:BSC		6,606	6,606
BLIS:KGF		1,462	1,462
BLIS:MUGA			402
BLIS:SF	5,000		
Bus Shelters Maintenance	525	850	1,075
Chairman's Allowance	490		490
Employment Expenses	17,523	13,239	17,719
Grants: Churchyard Maintenance	1,386		1,386
Grants: Community Centres	4,885		4,885
Insurance	1,782	1,784	1,784
King George's Field		1,462	1,462
Mowing Charges	5,950	5,005	5,005
Noticeboards		215	215
Office Accommodation	761	594	761
Open Spaces Maintenance	5,000	4,716	6,000
Postage	140	25	50
Printing and Stationery	260		100
Rectory Paddock	500	500	500
Rural Footway Lighting	906	906	906
Section 137	100	86	100
Subs: Information Commissioner	35		35
Subs: SLCC	163	175	175
Subs: WALC	527	560	560
Training and Seminar Expenses	150	60	150
Travel Expenses	300	49	100
Venue Hire	180	132	180
War Memorial Wasperton	100	108	108
TOTAL EXPENDITURE	48,028	40,377	54,549
NET TOTALS	34	15,097	2,779

Budget 2019-20

Executive Summary

Opening balance 2018-19	94,471	
Excess of Income/Expenditure 2018-19	(3,798)	
Opening balance 2019-20	90,673	
Excess of Income/Expenditure 2019-20	2,882	
Closing balance 2019-20	93,556	
Designated Funds		
Barford Leisure Improvement Scheme:		
Barford Sports Club	5,956	Funded by third-party grants
King George's Field	23,311	Residue of third-party start-up funding; for medium-term capital needs
Sinking Fund	15,000	Funded from Precept; for long-term capital needs
Barford Memorial Hall	771	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 election cycle
MUGA 2020-21	3,378	Scheduled maintenance
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
Total Designated Funds	58,229	
Risk Management Reserve	14,122	75% of Salary, ERNI and Office Costs
Discretionary Reserve	21,205	
Precept 2019-20	50,724	
Tax Base 2019-20	986.96	
Band D	51.39	The National Average for Band D in 2018 was £64.05

	Actual 2017-18	Budget 2018-19	Forecast Outturn 2018-19	Budget 2019-20
RECEIPTS				
Allotments Rents	2,047	1,000	1,000	1,030
Bank Interest	160	120	300	300
Council Tax Reduction Scheme (WDC)	943	472	472	
Grants/Donations	16,479			
Precept (WDC)	43,583	45,465	45,465	50,724
VAT	14,519	1,000	3,000	1,342
Wayleave	5	5	5	5
TOTAL RECEIPTS	77,736	48,062	50,242	53,401
PAYMENTS				
Allotments Hire of Land	500	500	500	500
Allotments Maintenance		150	150	150
Allotments Water Supply	246	117	180	290
Audit Fees	575	597	620	635
Barford Leisure Improvement Scheme	63,687	5,000	9,933	6,600
Barford Memorial Hall	1,490		876	
Barford Parish Directory			7	
Bus Shelters Maintenance	435	525	1,075	720
Chairman's Allowance	481	490	490	502
Employment Expenses	17,383	17,523	17,719	18,064
Grants: Churchyard Maintenance	1,386	1,386	1,386	1,419
Grants: Community Centres	4,200	4,885	4,375	5,002
Insurance	1,715	1,782	1,784	1,827
Mowing Charges	6,786	5,976	5,005	6,119
Noticeboards			215	
Office Accommodation	732	747	761	765
Open Spaces Maintenance	3,255	5,000	6,000	6,000
Postage	144	140	50	50
Printing and Stationery	328	260	100	50
Rectory Paddock	1,736	500	500	500
Rural Footway Lighting	906	906	906	
Section 137	56	100	100	50
Subs: Information Commissioner		35	35	35
Subs: SLCC	165	163	175	179
Subs: WALC	508	527	560	573
Training and Seminar Expenses	60	150	150	100
Travel Expenses	65	300	100	100
Venue Hire	180	180	180	180
War Memorial Wasperton	100	100	108	108
TOTAL PAYMENTS	107,118	48,028	54,040	50,519
Difference:		34	(3,798)	2,882