

## BARFORD SHERBOURNE & WASPERTON JOINT PARISH COUNCIL

Minutes of the Meeting of the Joint Parish Council  
held as a video meeting  
on Mon 11 Jan 21

<b>Present</b>	Cllr T Merrygold, (Chairman) Cllr: Mrs W Barlow, J D Billingham, R Clay, H Gadsden, J M Hawkesford, Mrs D E Haynes, Mrs V Hunt, G Jackson, Mrs L M Jones, M J Metcalfe, J V Murphy, Mrs R Newsome, M J Sheard, Mrs K E Thomson, N F J Thurley
<b>In Attendance:</b>	Cllr: A B Rhead (WDC),

### Opening

98 The meeting opened at 7:30 pm

99 No members of the public joined the meeting. It was agreed to draw attention to the opportunity for the public to participate via the medium of Councillor Chatter in Village voices.

### Declarations of Disclosable Interests

100 As the agent for the owner, Cllr Hawkesford declared a prejudicial interest and absented himself from the meeting whilst "Land Surrounding Barford House - RHG Proposals" was discussed.

### Public Participation

101 None.

### Minutes of the Meeting of Council on 9 Nov 20

102 The minutes were approved as a true record. Matters arising:

102.1 Minute 81. Village Voices. Further discussion had taken place and, as an interim, the sum of £1,000 had been included in the budget for 20-21 against the original funding request of £3,095 with further negotiation promised.

102.2 Minute 83. Barford Village Green Play Equipment. Work had now commenced and would take up to two weeks, weather dependent. Cllr Gadsden moved a vote of thanks to the Barford Village Shop for its generous contribution towards the cost of this project.

### Minutes of the Meeting of the Planning Committee on 9 Nov 20

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

### Cashbook Balances

104 The JPC took note of the following cash balances:

HSBC(1)	£41,243.17
HSBC(2)	£20,419.31
Santander	£52,230.81

### Receipts and Payments

105 The JPC endorsed the following:

Date	Payee	Category	Total
25 Oct 20	RTWdirect (JVM)	BLIS:KGF	(26.97)
25 Oct 20	Salaries	Employment Expenses	(885.00)
25 Oct 20	Administration	Office Accommodation	(66.00)
26 Oct 20	Sainsburys (JVM)	BLIS:KGF	(6.00)
26 Oct 20	J V Murphy	Section 137	(25.00)
1 Nov 20	Bank interest	Bank interest	0.44
4 Nov 20	GWE	BLIS:KGF	(330.00)
5 Nov 20	Williams T&E	BLIS:BSC	5.00
5 Nov 20	Smith Construction	Open Spaces Maintenance	(495.00)
10 Nov 20	HMRC	Employment Expenses	(690.00)
12 Nov 20	Warwick Printing	Printing and Stationery	(161.00)
13 Nov 20	Playdale	BVG	(7,415.10)
16 Nov 20	Frank Mann Farmers	Mowing charges	(945.40)
18 Nov 20	WRFU	BLIS:KGF	(312.00)
20 Nov 20	Turpin	Bus Shelters Maintenance	(55.00)
20 Nov 20	E.on	Open Spaces Maintenance	(19.70)
23 Nov 20	Seton (JVM)	BLIS:KGF	(21.29)
24 Nov 20	HMRC	VAT	1,285.36

25 Nov 20	Salaries	Employment Expenses	(885.00)
25 Nov 20	Administration	Office Accommodation	(66.00)
28 Nov 20	Ebay (JVM)	Open Spaces Maintenance	(98.00)
1 Dec 20	Bank interest	Bank interest	0.43
1 Dec 20	SLCC	Subs: SLCC	(185.00)
3 Dec 20	Wilko (JVM)	Open Spaces Maintenance	(9.00)
11 Dec 20	Sainsburys (JVM)	BLIS:KGF	(3.90)
11 Dec 20	Pestforce	Open Spaces Maintenance	(40.00)
15 Dec 20	Pestforce	Open Spaces Maintenance	(70.00)
17 Dec 20	HMRC	VAT	1,553.56
10 Dec 20	HMRC	Employment Expenses	(690.00)
25 Dec 20	Salaries	Employment Expenses	(885.00)
25 Dec 20	Administration	Office Accommodation	(66.00)

### Management Accounts as at 31 Dec 20

106 The JPC took note of the Management Accounts at Annex A

### Budget and Precept 2021-22

107 There was considerable discussion concerning possible increases and available reserves, which were below the minimum recommended levels and would hence constrain future expenditure. The JPC adopted the budget at Annex B and set the Precept for 2021-22 at £54,236, a 5% increase equivalent to 5p per week for a Band D property

### Barford Youth & Community Centre

108 On the Chairman's recommendation the JPC earmarked £10k toward the cost of building the new community centre; this to be in the form of a promissory note whereby the capital is retained by the JPC until the project is known to be viable, thus preventing the waste of that expenditure if it is not. The promissory note will expire after a period of three years if not claimed but may be subject to renewal.

### King George's Field

109 Cllr Murphy described KGF as "busy, wet, and muddy". Covid 19 had imposed a strain on its running with some users displaying an ignorance of the need for social distancing. Consequently, for the sake of all, it had been necessary to lock down many of the facilities, (for Lockdown 3: tennis courts, outdoor gym equipment, MUGA). With the exception of one resident his had been accepted in good part by the public.

110 A major electrical fault had necessitated the rewiring of the whole back cabin.

111 The manufacturers of the Zip wire have now provided documentation that suggest that our previous and current installation may not be fully "compliant" and will need further adjustment or adaptation. The installers are due to revisit in January.

112 Cllr Gadsden reported the difficulties encountered in installing a web-based booking system. By chance, he had discovered that the Lawn Tennis Association could provide such a service and he is investigating this further.

### Land Surrounding Barford House - RHG Proposals

113 The meeting received a comprehensive update and status report from Cllr Sheard.

114 Hitherto the body representing Barford's interests in the consultations with RHG and WDC had been under the auspices of the Barford Parish Meeting. The intention was to widen this focus and place it under the aegis of the JPC by giving it the status of a Working Party, but with no delegated, executive authority; the validation of its proposals remaining the prerogative of the JPC. For the avoidance of doubt, it is not a committee of council.

### Community Emergency Plan

115 The JPC received an update on the Covid support activities to date

116 It was agreed that a more robust parishes-based plan, to supplement the generic County/District plan was required; this to be led by Cllr Murphy (with Cllrs: Mrs Barlow, Clay, Hawkesford, Jackson, Mrs Jones, Metcalfe) and with guidance and assistance from Barford resident Mr Alistair Sinclair, an emergency and contingency specialist.

**Closure**

117 There being no other business, the meeting closed at 9:40pm.

**Date of Next Meeting**

118 The next meeting of the JPC is on Mon 8 Feb 21 at 7:30pm.

**MANAGEMENT ACCOUNTS AS AT 31 DEC 20  
EXECUTIVE SUMMARY**

Opening balance 1 Apr 20	106,275		
Excess of Income/Expenditure 2020-21	(14,872)		
Closing balance 31 Mar 21	<b>91,403</b>		
Designated Funds			
Barford Leisure Improvement Scheme:			
Barford Sports Club	6,373		Self funding
King George's Field	9,679		Residue of start-up funding; for medium-term capital needs
Sinking Fund	25,000		Funded from Precept; for long-term capital needs
Barford Memorial Hall	4,157		Current balance owned by BMH
Barford Telephone Kiosk	200		Barford Heritage Group bond for future costs
Barford War Memorial	470		Raised by public subscription
Election Expenses (Casual Elections)	3,000		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 (donated)
Section 106	3,140		Current balance, reserved for specific projects
Total Designated Funds	<b>54,021</b>		
<b>SUMMARY</b>	<b>Cr</b>	<b>Dr</b>	
Closing Balance 31 Mar 21	91,403		
Designated Funds		54,021	
Risk Management Reserve		14,527	75% of Salary, ERNI and Office Costs
Totals	91,403	68,548	
<b>Discretionary Reserve</b>	<b>22,854</b>		

**MANAGEMENT ACCOUNTS AS AT 31 DEC 20  
BUDGET**

	<b>Budget 2020-21</b>	<b>YTD</b>	<b>Forecast Outturn</b>
<b>RECEIPTS</b>			
Allotments Rents	1,097	223	1,097
Bank Interest	315	112	114
BLIS:BSC	0	590	590
BLIS:KGF	0	1,061	1,061
Grants/Donations	0	0	6,250
Precept (WDC)	51,653	51,653	51,653
VAT	1,000	3,083	4,336
Wayleave	5	5	5
<b>TOTAL RECEIPTS</b>	<b>54,070</b>	<b>56,727</b>	<b>65,105</b>
<b>PAYMENTS</b>			
Allotments Hire of Land	560	280	560
Allotments Maintenance	350	0	350
Allotments Water Supply	350	191	350
Audit Fees	510	510	510
BLIS:KGF	0	1,440	1,440
Bus Shelters Maintenance	585	440	585
Bus Shelter Replacement	0	2,000	2,800
BVG Play Area	0	7,415	14,830
Chairman's Allowance	511	0	511
Employment Expenses	18,430	13,789	18,577
Grants: Community Centres	5,088	7,566	7,566
Insurance	1,917	1,980	1,980
Mowing Charges	5,825	4,548	4,548
Newsletter	3,000	3,000	3,000
Office Accommodation	792	594	792
Open Spaces Maintenance	7,500	3,738	7,500
Road Crossings Barford	0	0	12,000
Postage	50	0	20
Printing and Stationery	50	203	220
Rectory Paddock	500	500	500
Section 137	100	25	25
Subs: Information Commissioner	35	0	35
Subs: SLCC	183	185	185
Subs: WALC	652	656	656
Training and Seminar Expenses	150	60	150
Travel Expenses	100	0	0
Venue Hire	220	180	180
War Memorial Wasperton	108	108	108
<b>TOTAL PAYMENTS</b>	<b>47,565</b>	<b>49,408</b>	<b>79,978</b>
<b>Difference:</b>	<b>6,505</b>	<b>7,319</b>	<b>(14,872)</b>

**BUDGET 2021-22  
EXECUTIVE SUMMARY**

Opening balance 2020-21	106,275		
Excess of Income over Expenditure 2020-21	(12,938)		
Closing balance 2020-21	93,337		
Fund Growth 2020-21	(12%)		
Opening balance 2021-22	93,337		
Excess of Income over Expenditure 2021-22	20,535		
Closing balance 2021-22	113,872		
Fund Growth 2021-22	22%		
Designated Funds			
Barford Leisure Improvement Scheme:			
Barford Sports Club	6,373		Self funding
King George's Field	9,679		Residue of third-party start-up funding
Sinking Fund	25,000		Funded from Precept; for long-term capital needs
Barford Memorial Hall	4,157		Current balance owned by BMH
Barford Telephone Kiosk	200		Barford Heritage Group bond for future costs
Barford War Memorial	470		Raised by public subscription
Contested Election Costs (until 2023)	3,500		JPC policy to maintain this reserve
Neighbourhood Watch	100		Current Balance
Provision for new mower	1,600		Purchase approved by JPC
Public Access Defibrillator	302		Current balance of donation
Section 106	3,140		For specific projects
BYCC Promissory Note	10,000		Approved by JPC
Total Designated Funds	64,521		

<b>SUMMARY 2020-21</b>	<b>Cr</b>	<b>Dr</b>	
Closing Balance 31 Mar 21	93,337		
Designated Funds		64,521	
Risk Management Reserve		14,674	75% of Salary, ERNI and Office Costs
Totals	93,337	79,195	
<b>Discretionary Reserve (to 31 Mar 21)</b>	<b>14,142</b>		24%

<b>SUMMARY 2021-22 (from 1 Apr 21)</b>	<b>Cr</b>	<b>Dr</b>	
Closing balance 31 Mar 22	113,872		
Designated Funds		69,521	
Risk Management Reserve		14,674	
Totals	113,872	84,195	
<b>Discretionary Reserve (to 31 Mar 22)</b>	<b>29,677</b>		

Precept 2021-22	59,401		15%
Tax Base 2021-22	957.71		
Band D	62.02		The National Average for Band D in 2020-21 was £69.89
Band D Weekly increase	£0.15		

## BUDGET 2021-22

	Actual 2019-20	Budget 2020- 21	YTD 31/12/20	Forecast Outturn 2020-21	Budget 2021- 22
<b>RECEIPTS</b>					
Allotments Rents	852	1,097	223	1,070	1,092
Bank Interest	312	315	112	115	6
BLIS:BSC	3,519	0	590	590	500
BLIS:KGF	44	0	1,061	1,061	0
Bus Shelter Replacement	8,498	0	263	263	780
Grant:BVG Play Equipment	0	0	0	6,250	0
Grant:Road Crossings	0	0	0	0	6,000
Precept (WDC)	50,724	51,653	51,653	51,653	59,401
VAT	4,923	1,000	3,083	3,562	976
Wayleave	5	5	5	5	5
<b>TOTAL RECEIPTS</b>	<b>68,878</b>	<b>54,070</b>	<b>56,990</b>	<b>64,569</b>	<b>68,760</b>
<b>PAYMENTS</b>					
Allotments Hire of Land	560	560	280	560	560
Allotments Maintenance	345	350	0	345	350
Allotments Water Supply	256	350	191	200	200
Audit Fees	500	510	510	510	510
BLIS:BSC	3,197	0	0	0	0
BLIS:KGF	15,474	0	1,440	1,824	1,500
Bus Shelters Maintenance	585	585	440	585	585
Bus Shelter Replacement	5,948	0	2,000	2,800	780
BVG Play Equipment	0	0	7,415	14,830	0
Chairman's Allowance	502	511	0	511	511
Employment Expenses ERNI&PAYE	7,910	8,144	6,064	8,144	8,225
Employment Expenses Salaries	10,155	10,443	7,740	10,443	10,547
Grants: Community Centres	0	5,088	7,566	7,566	5,088
Insurance	1,853	1,917	1,980	1,980	1,980
Mowing Charges	5,323	5,825	4,548	4,548	5,857
Newsletter	0	3,000	3,000	3,000	1,000
Office Accommodation	779	792	594	792	792
Open Spaces Maintenance	6,493	7,500	3,738	5,000	8,000
PAD	59	0	0	0	0
Road Crossings	0	0	0	12,000	0
Postage	83	50	0	20	20
Printing and Stationery	92	50	203	40	40
Rectory Paddock	500	500	500	500	500
Section 137	127	100	25	25	25
Subs: Information Commissioner	35	35	0	35	35
Subs: SLCC	180	183	185	185	185
Subs: WALC	562	562	656	656	656
Training and Seminar Expenses	180	150	60	100	100
Travel Expenses	113	100	0	20	20
Venue Hire	220	220	180	180	50
War Memorial Wasperton	108	108	108	108	108
<b>TOTAL PAYMENTS</b>		<b>47,632</b>	<b>49,423</b>	<b>77,507</b>	<b>48,225</b>
<b>Difference:</b>		<b>6,437</b>	<b>7,567</b>	<b>(12,938)</b>	<b>20,535</b>