

**BARFORD SHERBOURNE & WASPERTON JOINT
PARISH COUNCIL**

Minutes of the meeting of the Joint Parish Council
held in Barford Memorial Hall on Mon 11 Jul 22

Present:	Cllr T Merrygold, (Chairman) Cllr: H Gadsden, Mrs D E Haynes, G Jackson, Mrs L M Jones, M J Metcalfe, J V Murphy, Mrs R Newsome, P B Phillips, M J Sheard,
Apologies:	Cllr: J T Barrott, J D Billingham, R Clay, J M Hawkesford, Mrs S Jarratt, Mrs K E Thomson
In Attendance:	Cllr J Matecki WDC/WCC

Opening

53 The meeting opened at 7:30 pm

54 No members of the public were present.

Declarations of Disclosable Interests

55 None was declared

Public Participation

56 None

Minutes of the Meeting of Council on 13 Jun 22

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

Minutes of the Meeting of the Planning Committee 13 Jun 22

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

Financial Report

59 Cash Book Balances at 30 Jun 22

- HSBC £222,718.70
- Santander £75,251.47

The JPC took note.

60 Receipts and Payments

Date	Payee	Category	Total
01 Jun 22	Stripe	BLIS:BSC	142.81
01 Jun 22	Santander	Bank interest	6.39
07 Jun 22	Frank Mann Farmers	Mowing	(548.66)
10 Jun 22	HMRC	Employment Expenses	(700.00)
16 Jun 22	Pestforce	Allotments	(225.00)
16 Jun 22	Pestforce	Open Spaces Maintenance	(90.00)
16 Jun 22	Sainsburys (JVM)	Fuel	(29.47)
21 Jun 22	J T Windows	Bus shelter maintenance	(60.00)
21 Jun 22	HSBC	Bank Charges	(8.00)
23 Jun 22	WALC	Training and Seminar Expenses	(36.00)
25 Jun 22	Administration	Office Accommodation	(66.00)
25 Jun 22	Salaries	Employment Expenses	(885.00)

The JPC endorsed.

Management Accounts as at 30 Jun 22

61 The JPC took note of the Management Accounts at Pages 4-5

Emergency Planning

62 The Coventry, Stratford, and Warwick emergency plan has been published. It is not significantly different from the old Warwick version but, like it, requires frequent updates if it is to remain current.

63 The JPC agreed that it should be adopted for use as its source document and, to that end, once it has been assessed by Mr Sinclair, a meeting of the Emergency Planning Group would be convened to codify its own terms of reference.

20 is Plenty

- 64 Mr David Cross (WCC) had provided the Chairman with details of the required road surveys (including the cost). It was anticipated that they could start in September.
- 65 Cllr Phillips believed it to be important that traffic speeds should be seen to be monitored at least two to three weeks before the survey so that the average speed detected by the survey fell within the parameters indicating that the imposition of the scheme is appropriate.
- 66 The need for a “Speed Watch Group” to oversee the project was evident.

S106 Disbursements

- 67 Cllrs Murphy and Sheard listed the planned activities:

67.1 Allotment path and KGF bench bases/paving:

It was agreed that the tender documentation can be issued to at least two contractors, preferable three, and that the informal subcommittee, henceforth to be formally designated as the JPC s106 Working Party, dealing with this can issue instructions to proceed and place necessary orders when content with the return of tender. The Chairman and RFO to be kept aware of developments.

It was further noted that in the light of likely technical and financial difficulties, the enquiry is to be issued without the lighting bollard installation, but to include the installation of ductwork to allow for future lighting installation. Councillor Sheard to progress

67.2 KGF Signage

Councillor Murphy was instructed to proceed with the replacement signs

67.3 Gym Equipment

This project requires further discussion regarding the type of equipment to be installed and the feasibility of fitting it in to the existing area. Councillor Murphy to progress

67.4 Barford Village Green Wall

Proposal is required from a likely contractor, preferably two. It was emphasised that the “Heritage Nature” of this wall must be carefully considered, and particular note taken of matching the mortar for type and colour. Councillors Clay, Murphy and Sheard to progress.

Road Crossings in Barford

- 68 The Chairman had received confirmation from Mr Stanley (WCC) that the road crossings were on the schedule of works although the time of execution was not yet certain

Barford Youth & Community Centre (BYCC)

- 69 Cllr Murphy reported on the BYCC Trustees’ Meeting and Annual General Meeting.
- 70 Times are difficult with the estimated cost now being £1-1.2m which the in-hand £350k and the putative WDC grant of £250k translate to a shortfall of £500-600k.
- 71 Value engineering (reducing the specification) may decrease that figure by £100-200k.
- 72 Nevertheless the Trustees are currently set on keeping the original design but if this proves to be unachievable then other options open to them are:
- Delay constructing offices saving £50k, but costing more if completed later.
 - Delay constructing both the offices and services saving £150k, but costing more when completed later.
 - Redesign the roof (but with limited savings)
 - Persist with the current design and pursue funding, accepting the likely delays and increased costs
 - Revisit the design and opt for a simpler building to bring the cost within the reach of the fund raising

- 73 On 20th July there is to be an event in the Barford Memorial Hall seeking public opinion of the project. Based on that feedback the Trustees are to decide the way ahead in September by which time certainty over the WDC grant needs to be had.
- 74 The JPC expressed disquiet at these proceedings, not least with the cost and quality of the professional guidance which has been hired and reiterated that its promised grant of £60k was redeemable only on production of proof of completion and that the s106 element of the JPC funding was, by definition, time-limited Also mooted was setting an expiry time for the £20k (non-s106) balance of the JPC grant.

Date of Next Meeting

75 Mon 12 Sep 22

MANAGEMENT ACCOUNTS 30 JUN 22

EXECUTIVE SUMMARY

Opening balance 1 Apr 22	282,536		
Excess of Income over Expenditure 21-22	11,772		
Closing balance 31 Mar 23	294,309		
Designated Funds			
Barford Leisure Improvement Scheme:			
Barford Sports Club	7,407		Self-funding. Money banked with JPC
King George's Field	171,276		Residue of start-up funding & s106 grants
Sinking Fund	35,000		Funded from Precept; for long-term capital needs
Barford Memorial Hall	4,991		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	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	185		Current balance (donated)
Section 106	3,140		Reserved for specific projects
Barford Youth & Community Centre	20,000		Promissory note; payable on completion.
Key Man Insurance (self-funded)	15,613		75% of Clerk's Salary, ERNI and Office Costs
Total Designated Funds	262,981		
SUMMARY	Cr	Dr	
Closing Balance 31 Mar 23	294,309		
Designated Funds		262,981	
Totals	294,309	262,981	
Discretionary Reserve	31,327		

BUDGET

	Budget 21-22	Outturn 21-22	Budget 22-23	YTD	Forecast Outturn
RECEIPTS					
Allotments Rents	1,092	1,610	1,350	42	1,307
Bank Interest	6	7	10	12	32
BLIS:BSC	500	1,776	2,000	428	2,000
Grants	0	129	0	0	0
Precept (WDC)	59,401	54,236	56,948	28,474	56,948
s106	0	135,777	0	0	0
VAT (prior year)	976	0	2,500	2,884	2,884
Wayleave	5	5	5	0	5
TOTAL RECEIPTS	61,980	193,540	62,813		63,177
PAYMENTS					
Allotments Hire of Land	560	560	560	0	560
Allotments Maintenance	350	358	360	1,058	1,250
Allotments Water Supply	200	146	200	12	200
Audit Fees	510	510	526	200	550
Bank Charges	0	24	0	30	96
BLIS:BSC	0	364	0	115	400
BLIS:KGF	1,500	3,271	0	220	4,000
BLIS:SF	0	0	5,000	0	0
BMH	0	2,186	0	0	0
Bus Shelters Maintenance	585	660	585	240	700
Bus Shelters Repairs	780	73	0	0	0
Chairman's Allowance	511	511	527	0	527
Employment Expenses	18,773	18,755	20,044	4,894	20,000
Grants: Churchyard Maintenance	0	0	1,500	0	1,500
Grants: Community Centres	5,088	2,544	5,246	0	3,816
Green Shoots Fund	0	320	0	0	0
Insurance	1,980	2,400	2,474	2,983	2,983
Mowing Charges	5,875	4,483	6,050	1,467	6,000
Newsletter	1,000	2,480	2,480	2,614	2,614
Office Accommodation	792	792	817	198	817
Open Spaces Maintenance	8,000	2,812	5,000	1,142	3,500
PAD	0	138	0	0	0
Postage	20	57	20	0	150
Printing and Stationery	40	40	20	0	20
Rectory Paddock	500	500	500	500	500
Section 137	25	1,025	25	0	
Subs: Information Commissioner	35	35	40	0	40
Subs: SLCC	185	186	192	0	192
Subs: WALC	656	660	680	661	661
Training and Seminar Expenses	100	167	100	72	200
Travel Expenses	20	39	20	0	20
Venue Hire	50	0	0	0	0
War Memorial Wasperton	108	108	108	0	108
TOTAL PAYMENTS	48,243	46,203	53,074		51,404
Difference:	13,737	147,337	9,739		11,772

