

**BARFORD SHERBOURNE & WASPERTON JOINT PARISH COUNCIL**

**Minutes of the Meeting of the Joint Parish Council  
held in Barford Memorial Hall on Mon 14 Oct 24**

<b>Present:</b>	Chairman: Cllr J V Murphy Cllr: J T Barrott, J D Billingham, R Clay, G Jackson, Mrs S Jarret, T Merrygold, Mrs R Newsome, P Phillips, B Ranner, M J Sheard, Mrs K E Thomsom
<b>Apologies:</b>	Cllr: H Gadsden, J M Hawkesford
<b>In attendance:</b>	Cllr J Matecki (WDC/WCC)

**Opening**

85 The meeting opened at 7:30 pm.

**Declarations of Disclosable Interests**

86 Cllr Barrott declared an interest in Agenda Item 10 - Barford Relief in Need Charity as an existing Trustee.  
Cllr Ranner declared an interest in Agenda Item 12 - Allotment Rents as Allotment holder.

**Public Participation**

87 No members of the public attended the meeting.

**Minutes of JPC Meeting 9<sup>th</sup> September 24**

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

**Financial Report**

**89.1 Cash Book Balances as at 30<sup>th</sup> September 2024**

- HSBC £152,325.39
- Santander £ 76,497.06

The JPC took note.

**89.2 Receipts and Payments**

Date	Payee	Category	Total
01 Sep 24	Santander Interest	Interest	67.65
02 Sep 24	Stripe	BSC	158.72
10 Sep 24	Aspen Garden Services	Mole catching services	-50.00
10 Sep 24	Frank Mann Farmers	KGF	-515.81
10 Sep 24	Countryside Services	War Memorial Wasperton	-31.00
10 Sep 24	Moore East Midlands	External Auditors Fees	-378.00
16 Sep 24	D M Hadley	Allotments Ground Rent	-172.00
16 Sep 24	R J Smith	Allotments Ground Rent	-172.00
20 Sep 24	Pyments of Campden Ltd	Repairs Sherbourne Bus Shelter	-2,640.00
20 Sep 24	Frank Mann Farmers	OSM	-330.00
20 Sep 24	DCK Payroll Solutions Ltd	Payroll Services	-44.40
20 Sep 24	JT Window Cleaners	Bus Shelters	-55.00
20 Sep 24	Pyments of Campden Ltd	Repairs Sherbourne Bus Shelter	-282.00
21 Sep 24	HSBC Chgs	Bank Charges	-8.00
23 Sep 24	Employee 2	Employment Expenses Salaries	-83.20
25 Sep 24	JPC Office	JPC Office	-75.00
27 Sep 24	Employee 1	Employment Expenses Salaries	-994.20
27 Sep 24	WDC Precept	Precepts	33,482.00
30 Sep 24	Nest	Pension	-93.71

The JPC to endorse

The JPC endorsed these transactions.

### **Barford Bus Shelter Restoration - Update**

- 90 Cllr Sheard confirmed that the scaffolding was removed after 3 ½ weeks, which was within the granted duration of 4 weeks.  
The tiling is now complete, with reclaimed tiles restricted to the North and South faces.  
Guttering is underway but delayed due to the wrong fittings being delivered in error. Correct fittings due to arrive on 16<sup>th</sup> October.  
Works anticipated to be completed within budget.

### **Sherbourne A429 Bus Shelter – Update**

- 91 Work completed

### **Phone Mast**

- 92 Further meeting has taken place – Cllr Hawkesford to update at next JPC meeting

### **Barford Relief in Need Charity**

- 93 Reminder – The JPC is to nominate two trustees for a four-year term from November 15<sup>th</sup>  
The two retiring trustees are willing to stand again. *(For information the JPC nominates two pairs of overlapping trustees, one pair every second year. The charity co-opts three trustees for five year terms).*  
No new candidates have volunteered.  
JPC Approved to reappoint Cllr Barrott and Mr Rod Scott

### **JPC Social Media Engagement Trial**

- 94.1 Cllr Ranner presented an update from the Tech Working Party (JVM/JMH/BR/SJ)

#### Social Media

To establish the want/need for the JPC to be accessible in a digital space, it was proposed that a trial should run for three months (October to January) to test engagement levels across three platforms:

- Facebook
- Twitter
- Instagram

These will be 'broadcast' platforms with only original posts from the JPC account to be made. Comments may or may not be made active dependant on the nature of the post, with replies from the JPC being of a purely factual nature (e.g. to provide contact details for the Parish Clerk, or dates of JPC meetings).

The trial will aim to collect information on:

- Engagement levels with the communities
- Ability of the JPC to communicate its work
- Explore the wants and needs of our community within the digital space.

To simplify the process of posting and monitoring platforms, it was recommended that a social media posting service be used at a 'free to use' trial level.

Cllr Ranner to lead the trial with the support of two volunteers

JPC agreed

#### 94.2 JPC Email Addresses

WALC/NALC recommend that all councillors and officers should have **.gov.uk** email addresses.

The benefits and impact of this change were discussed and whilst the change is not yet compulsory it is deemed 'best practice' and the Working Party recommends implementation as soon as possible.

WDC are currently offering £100 towards cost on a first come, first served, basis.

Cllrs Murphy and Ranner will join further WALC courses to increase our knowledge of the process and guide the way forward.

Cllr Murphy to obtain quotes for .gov.uk project

#### 94.3 JPC Website

WP identified that we need to do more to reach out and engage the public and as part of this process we need to create a dedicated, modern and user friendly website.

The website should include Cllrs and Clerk/RFO details, contacts and bio; meeting dates, agendas, minutes, policies, JPC services, general parish calendar (for approved/community events) and a news/bulletin board, appropriate links and effective Village Directory.

Due to the content, the website must be kept up to date and fully maintained.

JVM to contact Keith Roberts for website quotation. JMH to source comparative quote from his contact. Amateur support was debated – the feeling was that website support should be professional to ensure ongoing support, however the website should be such that nominated councillors could upload and manage day-to-day matters.

It was recognised that alongside electronic activity the JPC needed to maintain an active presence in the 'non-electronic world' and that it would be appropriate to have a nominated JPC noticeboard – probably outside Barford Memorial Hall in the first instance – where important documents, contacts, policies, agendas and minutes could be displayed. There may be a similar need in the two smaller villages? Some of the boards across the villages needed reviewing and updating/renovating and this should be taken forward after suitable survey work. Costs of such work would be added to the forthcoming budget.

#### 94.4 Budget

Cllr Clay proposed an initial facilitating budget of £3,000, Cllr Barrott seconded, JPC Agreed

#### **Allotments Rents**

95 Held over until next meeting

#### **Barford & Wasperton PC Extra Mowing Quote**

96 Quote received for mowing Oldhams Bank and adjacent Barford Bridge (previously mown by Cllr Murphy)  
Request mowing River Walk & Bridge parapet area.  
To cut lower-level walk way River Walk from entrance gradient to bench at Wellesbourne end to include necessary strimming.  
Mow/strim area around bench & banked channel down to river side (Area 7 for pricing purposes)  
Strimming/mowing at each of the FIVE access points/gates to Oldhams Bank to allow clear access.  
Including mowing/strimming up to Forge Cottage at the south and out onto the bypass at the north end of the orchard.  
Equipment & labour - £175.00 + VAT per visit.  
JPC agreed the cost for maximum of 6 visits per annum.

#### **S106 Funding Offer**

97 Cllrs Murphy and Sheard are working with BYCC to formulate a satisfactory design and programme to link with the newly opened BYCC building.  
Funding for the JPC Public Footpath element was previously allocated but implementation delayed due to BYCC build.  
Having reviewed the detailed specification of reinstating of the public footpath, and also bridging across to the BYCC, it was both practical and cost effective to join both projects together. BYCC to fund/source funding for the link element of this project.  
JPC awaiting quote for their part of the project.

#### **Defibrillator at BYCC**

98 JPC have submitted a formal application for funding of defibrillator to be located at BYCC via the WCC Councillors' Grant Fund. It is probable that we may only be successful in achieving 50% of the requested funds and the balance would need to come from Discretionary Reserve.

99 Under AOB the Chairman reminded the JPC that in 2018 the JPC had agreed to provide an outside tap and drainage at KGF to facilitate water bottle filling etc. Cllr Clay had committed to undertaking the installation and had acquired appropriate materials, but despite regular prompting the tap had not yet been fitted. It was felt that the delay was now excessive and 'others' wished to progress the matter. It was suggested, and agreed, that the tap must be fitted by the next JPC meeting (Nov 11<sup>th</sup>) or the materials and task must be handed over to the others for completion in a timely matter.

100 There being no further business the meeting closed at 20.30pm

**Date of Next Meeting**

101 Mon 11 Nov 24