

BAGINTON PARISH COUNCIL

PHIL CLARK – CLERK & FINANCIAL OFFICER
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14th May 2023

Dear Councillor,

You are hereby summoned to attend the ordinary meeting of Baginton Parish Council at Baginton Village Hall to be held from 7.30pm on **Thursday 18th May 2023** immediately following the annual meeting for the purpose of considering the following agenda:-

Yours faithfully,



Phillip Clark
Clerk to the Parish Council

District Councillors, County Councillors, Police, Public and Press are freely invited to attend.

DECLARATIONS OF INTEREST

Members are reminded of the importance of making declarations of interest in respect of any items on the agenda below. Declarations should be made at the start of the meeting or before the item is discussed. Should your interest be substantial, pecuniary or prejudicial you may be asked to leave the room during the discussion of the item.

AGENDA

1. WELCOME & APOLOGIES

2. MINUTES

To confirm the minutes from Thursday 6th April 2023 Ordinary Meeting.

To confirm the minutes from Thursday 13th April Annual Assembly.

3. REPORT FROM WARWICKSHIRE COUNTY COUNCIL

Any matters to report from Warwickshire County Councillor.

4. REPORT FROM WARWICK DISTRICT COUNCIL

Any matters to report from Warwick District Councillors.

5. PUBLIC PARTICIPATION – Est 8.00 pm - 15 MINUTES MAX, 3 minutes per person.

- i. A resident reported difficulty parking outside their house in Frances Road and asked about permit parking. They were told that this had been explored with WDC previously, but these type of measures are not practical or enforceable in small rural communities
- ii. Any further public participation matters.

6. SOUTH OF COVENTRY (SoC) DEVELOPMENT UPDATES.

- i. UKBIC have offered to meet us to discuss upcoming changes and their work with AMTE Power. The proposal is for Councillors to visit the UKBIC site one evening, as previously. **To agree a date.**
- ii. The next Masterplanning Framework for North Kenilworth / South Coventry meeting with WDC is proposed for 30th May, from 4:00pm in the Council Chamber of Leamington Town Hall. **To ask if anybody can attend.**
- iii. Any further matters relating to South of Coventry works.

7. POLICE MATTERS TO NOTE

- i. Police distributed 44 'Dead Slow' warning signs to equestrian yards around Warwickshire in April.
- ii. The monthly Baginton Police report was circulated to Councillors on 12th May and included:
 - Theft of a spare wheel from a VW campervan on Coventry Road – 8th April
 - Theft of a motorbike from Middlemarch Business Park – 18th April
 - Theft of tools from a van at The Old Mill – 18th April
 - A vehicle broken into with nothing taken on Friends Close – 18th April
 - Theft of a Ford Fiesta from Frances Road – 27th April
- iii. Any further police matters to discuss.

8. BAGINTON EVENTS COMMITTEE MATTERS TO NOTE

- i. The film night on Friday 28th April was 'Where the Crawdads Sing'.
- ii. The next film night on 26th May will be the comedy drama 'Fisherman's Friends: One & All'
- iii. Party in the Park is scheduled for 8th July 2023. Tickets are on sale.
- iv. To note any further Events matters.

9. COVENTRY AIRPORT

- i. To note any airport matters to report.

10. PLANNING ITEMS TO NOTE.

a. Planning decisions received since the last meeting

- i. W/23/0020 – Single storey side and rear extension, extended porch and rebuild garage – No. 70 Mill Hill. Circulated to Councillors 13th January. **NEUTRAL** response reported 27th January. Revised plans circulated 25th March. **GRANTED** 14th April.
- ii. W/23/0209 – Demolition of existing concrete building and erection of a modern steel framed building on the same foundations – Midlands Air Museum, Rowley Road. Circulated to Councillors 9th March. **SUPPORT** reported 21st March. **GRANTED** 23rd April.
- iii. W/21/0711 – New dwelling in the grounds of The Granary, Church Road. The appeal to the Secretary of State against WDC's decision to refuse the application has been **DISMISSED**..

b. To note applications awaiting WDC decision.

- i. None

c. New planning applications or matters received since the last meeting

- i. W/23/0606 – Removal of temporary 2-storey portakabins and replacement with 2-storey permanent office and amenities block. Walkers Snack Foods, Siskin Parkway. Circulated to Councillors 5th May with response required by 30th May.
- ii. W/23/0581 – Erection of first floor rear extension. Stonehouse, Holly Walk. Circulated to Councillors 10th May with response by 1st June.

11. HIGHWAYS MATTERS TO NOTE.

- i. The WDC grass cutters were seen operating in the Village on 13th April.
- ii. The markings at the mini roundabout were repainted on 19th April, along with central markings and speed humps on Coventry Road.
- iii. WDC announced 'No Mow May', where selected verges will not be mown in order to encourage wildflowers to set seed and for insects to feed on them.
- iv. The speed bumps in the vicinity of The Lunt had their potholes filled 4th May.
- v. Any further highways matters to note.

12. OPEN SPACE MATTERS TO NOTE

- i. The assorted touch-up paints for the Lucy Price Playground have been delivered and are currently held by the Clerk.
- ii. To discuss the Structural Report for the Smithy on Church Road which was circulated to Councillors on 24th April.
- iii. The Annual Playground Inspection has been completed and was circulated 13th May.
- iv. Volunteers cleared the fallen tree off the verge by the Lucy Price Playground on 25th April.
- v. To note any further open space matters.

13. GRANT MATTERS TO NOTE : - None

14. GENERAL MATTERS TO NOTE : - None

15. FINANCIAL MATTERS TO NOTE.

a. Currently Earmarked Funds

| | |
|--|------------------|
| Earmarked Charity Donated Monies | £1330.29 |
| Earmarked Funds (Lucy Price Playground) | £9574.00 |
| Earmarked Funds (Election Expenses) | £6000.00 |
| Earmarked Funds (Badge of Office) | £118.45 |
| Earmarked Funds (Bus Shelters & Notice Boards) | £860.00 |
| Earmarked Defibrillator Consumables & Service | £250.00 |
| Earmarked Smithy Maintenance & Repair | £142.00 |
| Total Earmarked Reserves | £18274.74 |

- b. To advise Bank balances as of 28/04/2023
- | | |
|--|-------------------|
| HSBC treasurers (community) account: - | £ 1615.39 |
| HSBC savings (BMM) account: - | £ 36397.13 |
| Total in Bank | £ 38012.52 |
- c. **Reserves (Bank less earmark & committed)** **£19737.78**
- d. Bank Charges per month **£8.00**

e. Budgeted and approved payments made by electronic transfer, as resolved at meeting 6th April

| | | |
|--|-------|------------|
| | Value | Pay Number |
|--|-------|------------|

| Paid on date indicated | Value | Pay Number |
|--|-----------------|------------|
| BK Consultants - Smithy Survey Deposit (Paid 11 th April) | £171.60 | Pay 064 |
| Paint for Lucy Price Playground (Paid 11 th April) | £102.65 | Pay 065 |
| Update of Chairman's Badge of Office (Paid 11 th April) | £23.90 | Pay 066 |
| Information Commissioner's Office (Paid 11 th April) | £40.00 | Pay 067 |
| BK Consultants – Survey Balance (Paid 21 st April) | £686.40 | Pay 068 |
| Below were paid 6th May | | |
| Thompson's Invoice #0235 | £507.60 | Pay 069 |
| Clerk's monthly salary (40.1 hours @ NJC Level 7) | £441.96 | Pay 070 |
| HMRC Income Tax | £24.40 | Pay 071 |
| WALC Subscription | £306.00 | Pay 072 |
| CPRE Subscription | £45.00 | Pay 073 |
| Playground Inspection | 426.00 | Pay 074 |
| Gallagher Insurance | £1817.40 | Pay 074 |
| | | |
| Cash needed in Current Account | £4592.91 | |

- i. The Accounts for 2022 / 2023 were submitted to our Internal Auditor on 15th April.
- ii. Notice was received on 20th April that Baginton Parish Council has been chosen at random to undergo an Intermediate Level Review (ILR) by the external auditor Moore UK. Deadline is 30th June. **Clerk to compile all additional paperwork.**
- iii. The first half of the precept for £8501 was received on 28th April.
- iv. Any further financial matters

16. **CONSULTATIONS TO NOTE.** – NONE

17. **BROCHURES AND DOCUMENTS AVAILABLE FOR YOUR PERUSAL.** – NONE

18. ANY OTHER BUSINESS.

- i. To consider a resolution to update the HSBC Bank Mandate following the elections on 4th May and to continue current instructions in keeping with our Financial Policies.
- ii. Elected Councillors are reminded that their Election Gift & Expenditure Form must be completed and returned to the Clerk who will submit them to WDC by 1st June
- iii. Councillors are reminded that their completed Disposable Pecuniary Interest Forms must be completed and returned to the Clerk who will submit them to WDC by 1st June
- iv. Councillors are reminded that their acceptance of office forms must be completed and returned to the Clerk at or before the first meeting they attend.

19. NEXT MEETING.

- i. The next Ordinary Meeting is scheduled for **1st JUNE 2023** from 7:30pm at Baginton Village Hall.