

# **BAGINTON PARISH COUNCIL (BPC)**

## **MINUTES OF THE ANNUAL MEETING HELD ON**

**THURSDAY 18<sup>th</sup> MAY 2023 AT BAGINTON VILLAGE HALL FROM 7:30pm**

### **PRESENT:**

Councillor	Pam Redford	District Council
Councillor	Julie Keightley	Chairman
Councillor	Chris Goodwin	Vice Chairman
Councillor	Mike Meakin	
Councillor	Rob Newman	
Councillor	Gary Colville	
Councillor	Walter Bush	
Councillor	David Hewer	
Clerk	Phil Clark.	
Public	2 members of the public were present.	

The Chairman opened the meeting at 7.30pm and welcomed those present, congratulating the elected and co-opted Parish and WDC Councillors.

### **2447. Election of Chairman**

2447.1 Councillor Goodwin was elected as Chairman, proposed by Chairman Julie Keightley and seconded by Councillor Newman. Carried by show of hands.

2447.2 The Chairman's Acceptance of Office was signed and received by the Clerk.

### **2448 Declaration of Interests and Apologies**

2448.1 Declarations of interest were sought and none were declared.

2448.2 The following had apologised: - Councillor Wallace Redford County Council  
Councillor Robert Taylor  
Councillor Roger Horsfall

2448.3 It was noted that a vacancy exists on the Council which needs to be filled by co-option before 13<sup>th</sup> June or the vacancy needs to be referred back to WDC. Two names were mentioned by Councillors as possible candidates.

**Clerk to enquire.**

### **2449 Vice Chair Appointment**

2449.1 A Vice-Chairman was sought, but nobody was forthcoming. It was noted that a Vice Chairman is not a statutory requirement. The item is deferred until a full Council is present. **Clerk to action.**

### **2450 AGREEMENT OF DATES & VENUES FOR COUNCIL MEETINGS IN FORTHCOMING YEAR**

2450.1 The draft schedule of meetings circulated to Councillors was approved. Dates to be posted on notice boards, website and confirmed with the Village Hall Lettings Officer. **Clerk to action.**

### **2451 APPOINTMENT OF COUNCILLORS TO THE FINANCIAL COMMITTEE**

2451.1 Parish Council approved Councillors Newman, Horsfall and Meakin as the financial committee members.

### **2452 APPOINTMENT OF COUNCILLORS TO THE EVENTS COMMITTEE**

2452.1 Parish Council approved Councillors Horsfall and Newman as members of the Events Committee.

### **2453 APPOINTMENT OF COUNCILLORS TO THE AIRPORT CONSULTATIVE COMMITTEE**

2453.1 Parish Council approved Councillor Horsfall as a member of the Airport Consultative Committee.

### **2454 APPOINTMENT OF COUNCILLORS TO THE VILLAGE HALL COMMITTEE**

2454.1 Parish Council approved Councillor Meakin as a member of the Village Hall Committee, with Councillor Goodwin as a named substitute.

**2455 APPOINTMENT OF COUNCILLORS TO THE LUCY PRICE RELIEF IN NEED CHARITY**

2455.1 Parish Council approved Councillors Hewer & Newman as representatives on the Lucy Price Relief in Need Charity.

**2456 CONFIRMATION OF THE BAGINTON UNITED CHARITY TRUSTEES**

2456.1 With Parish Council approval, Councillor Hewer agreed to continue as a representative on the Baginton United Charity alongside Julie Keightley and Phillip Clark. It was noted that the Charity is in the process of being closed, which should be completed in 2023.

**2457 APPOINTMENT OF COUNCILLORS TO THE EMERGENCY COMMITTEE**

2457.1 With Parish Council approval, Councillors Bush, Hewer and Horsfall agreed to continue as members of the Emergency Committee.

**2458 TO CONFIRM STANDING ORDERS, FINANCIAL REGULATIONS AND PROCEDURES**

2458.1 The Council confirmed approval of the standing orders, financial regulations, procedures and emergency plan, proposed by Councillor Goodwin and seconded by Councillor Newman. Passed by show of hands.

2458.2 With regards to maintaining these documents on the Village Website, it was confirmed that Julie Keightley would continue as website Manager.

2458.3 Councillor Meakin asked about emergency access to financial documents in case the Clerk is indisposed. The Clerk confirmed that appropriate access details will be circulated to members of the Financial Committee.

**2459 NEIGHBOURHOOD DEVELOPMENT PLAN – 5 YEAR REVIEW**

2459.1 It was noted that a review of the 2018 – 2029 Neighbourhood Development Plan was due. Councillors Bush and Hewer volunteered, with a note that Councillor Taylor should also be asked. **Clerk to action.**

2459.2 Councillor Bush noted that he had already been in touch with Bubbenhall Parish Council, as any review of the joint Baginton and Bubbenhall Plan needs to be in conjunction with them.

2459.3 Councillor Pam Redford pointed out that any review needed to be restrained as it must mirror the emerging WDC Local Plan, which may take some time before it is formally adopted.

**2460 TO RECEIVE THE PARISH COUNCIL BALANCE SHEET FOR 2022/2023**

2460.1 The Accounts Balance Sheet for 2022/2023 was received by the Council (copy attached).

2460.2 Councillor Pam Redford indicated that she is seeking confirmation of the S106 and CIL monies due to Baginton Parish Council as a result of the housing development on land to the North of Rosswood Farm. Councillor Hewer pointed out that affordable housing was exempt from CIL contributions and that a large proportion of the housing fell into this category, thus reducing any monies due. Councillor Newman asked about shared ownership, which was confirmed as a recognised form of affordable housing.

**2461 ANY OTHER BUSINESS** - None

**2462 CLOSURE** - The meeting closed at 7:38pm and was immediately followed by the Ordinary meeting.

**Approved Dates for Ordinary Meetings of Baginton Parish Council.**

**To be held in the Village Hall Committee Room at 7:30 pm unless otherwise stated.**

Thursday 1st June 2023

Thursday 6th July 2023

No Meeting in August

Thursday 7th September 2023

Thursday 5th October 2023

Thursday 2nd November 2023

Thursday 7th December 2023

Thursday 4th January 2024

Thursday 1st February 2024

Thursday 7th March 2024

Thursday 4th April 2024

Thursday 11th April 2024 – Annual Assembly in **Main Hall @ 7:30pm**

**BAGINTON PARISH COUNCIL**  
**ACCOUNTS FOR PERIOD 1/04/2022 TO 31/03/2023**

**CASH BALANCE SHEET AS AT 31ST MARCH 2023**

	<b>2021 / 2022</b>	<b>2022 / 2023</b>
	<b>£</b>	<b>£</b>
<b>Long Term Cash Assets</b>		
Investments	.00	.00
Long Term Debtors	.00	.00
<b>Current Cash Assets</b>		
Stocks & shares	.00	.00
Debtors (net of provision of doubtful debts)	3463.52	1085.43
Payments in advance	.00	.00
Temporary lendings (investments)	.00	.00
Cash at bank (debit balance of R&P a/c)	52513.20	34578.79
<b>Total cash assets</b>	<b>55976.72</b>	<b>35664.22</b>
<b>Current Cash Liabilities</b>		
	<b>£</b>	<b>£</b>
	0.00	0.00
<b>Cash Earmarked for Specific Purposes</b>		
Friends of Baginton	37.38	37.38
Baginton Children's Club	970.11	970.11
Baginton Neighbourhood Watch	322.80	322.80
Lucy Price Playground	31452.50	10,000.00
Election Expenses 2023	6000.00	6,000.00
Badge of Office	142.35	142.35
Bus Shelters & Notice Boards	860.00	860.00
Defibrillator Consumables	250.00	250.00
Smithy Maintenance and Repair	0.00	1,000.00
<b>Total Earmarked Funds</b>	<b>40,035.14</b>	<b>19,582.64</b>
<b>Net cash assets</b>		
Balance brought forward from account book	33251.42	52513.20
Surplus/Deficit for year	19261.78	-17934.41
Cash Fund Balance	52513.20	34578.79
Available Funds (excluding earmarked cash)	12478.06	14996.15