

BAGINTON PARISH COUNCIL

PHIL CLARK – CLERK & FINANCIAL OFFICER
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29th May 2022

Dear Councillor,

You are hereby summoned to attend the ordinary meeting of Baginton Parish Council at Baginton Village Hall to be held on **Thursday 2nd June 2022** 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. APOLOGIES & WELCOME

2. MINUTES

To confirm the minutes from Thursday 5th May Annual Meeting
To confirm the minutes from Thursday 5th May Ordinary Meeting

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.

6. SOUTH OF COVENTRY (SoC) DEVELOPMENT UPDATES.

- i. Reports of drug use around the Country Park were reported to SEGRO via Buckingham.
- ii. Installation of litter bins was queried.
- iii. Opening date for the Country Park was queried.
- iv. Next SoC meeting with site tour due 8th June. Above issues to be raised by Councillor Bush.
- v. Any further matters relating to South of Coventry works.

7. POLICE MATTERS TO NOTE

- i. Any Police matters to report.

8. BAGINTON EVENTS COMMITTEE MATTERS TO NOTE

- i. The film for 27th May was 'A Royal Night Out'.
- ii. The next film on 24th June will be 'Belfast'.
- iii. The Big Jubilee Lunch is taking place on the Millennium Field on Saturday 4th June from midday. Everybody invited to bring their own picnics.
- iv. Party in the Park takes place on Saturday 9th July. The risk assessment has been submitted to our insurers.
- v. To note any further Events matters

9. COVENTRY AIRPORT

- i. To note any airport matters.

10. PLANNING ITEMS TO NOTE.

a. Planning decisions received since the last meeting

- i. None

b. To note applications awaiting WDC decision.

- i. W/21/0558 – Erection of 1 bungalow. 4 the Smallholdings, Stoneleigh Road. **OBJECTION** issued 8th September.
- ii. W/21/0711 – Erection of a single storey dwelling, The Granary, Church Road. **NEUTRAL** response reported 10th October.
- iii. W/21/1655 – Reserved matters relating to the Gateway South Community Park. **NEUTRAL** response reported 10th October.
- iv. W/22/0146 – Addition of a backup generator at Unipart Logistics on the Middlemarch Business Park. Circulated to Councillors on 9th March with response required by 30th March. **SUPPORT** response sent 25th March.
- v. W/22/0679 – Reserve matters for Units 4B & 4C including scale, layout, access, landscaping and building design. Circulated to Councillors 11th May with response required by 30th May. **NEUTRAL** response issued 27th May.
- vi. W/22/0731 – Variations of W/18/0522 conditions 5, 6 & 7 relating to bund height. Circulated to Councillors 11th May with response required by 30th May. **SUPPORT** response issued 27th May.

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

None

11. HIGHWAYS MATTERS TO NOTE.

- i. Baginton Bridge on Mill Hill was hit by a motorist, who reportedly fled the scene. The planned restoration work is scheduled to start 13th June and will include repair of the recent damage. Notices have been installed at the bridge informing users of timescales. Full road closures will be necessary at the start of the works and pedestrian access will be maintained by a temporary separate bridge.
- ii. A note to County and District Councillors was issued regarding the ongoing safety of the Bridge for pedestrians, following the latest demolition incident.
- iii. Repair works and road closures on Mill Hill were undertaken by Severn Trent to fix a broken mains pipe and gas leak.
- iv. The new haul road will be renamed Silver Eagle Way.
- v. Any further highways matters to note.

12. OPEN SPACE MATTERS TO NOTE

- i. Playground equipment costs of £66000 have been paid in full.
- ii. Reid's completed the Playground work on 24th May and the invoice for installations costs has been received. Payment will be made once the final inspection report is received showing full compliance and we have carried out our own final inspection and are happy to sign everything off.
- iii. Letters were circulated to immediate residents of the Playground and no complaints have been received regarding any disruption during installation.
- iv. An urgent inspection was organised for 25th May to allow opening of the new Playground at the earliest possible time. This will cost £444 and negates the £180 scheduled annual inspection.
- v. A third Baginton resident attended the WALC Playground Inspection Course and is available to continue the monthly inspections of the Playground.
- vi. To receive any further update on the Lucy Price Playground (signage & picnic tables still to be completed).
- vii. The 'in camera' meeting to discuss the custodianship of Bagot's Castle will take place immediately after this meeting – **Custodian invited.**
- viii. Pictures were circulated of vegetation adversely growing around the Smithy. To decide on action.
- ix. To note any further open space matters.

13. GRANT MATTERS TO NOTE :

- i. The WDC RUCIS Playground Grant for £21707 was received into our account on 13th May, with many thanks.
- ii. Possible use of CIL money were put forward to WDC for the following projects
 - **Main Priority:** Improvements for pedestrian access and safety on Mill Hill Bridge
 - Improvements to Baginton Village Hall, including sustainable additions such as solar panels.
 - Disabled access and fitness centres on Millennium Field
 - Development of Spinney & Pond for recreational use.

14. HOUSING & 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)	£14659.50
Earmarked Funds (Election Expenses)	£6000.00
Earmarked Funds (Badge of Office)	£142.35
Earmarked Funds (Bus Shelters & Notice Boards)	£860.00
Earmarked Defibrillator Consumables & Service	£250.00
Total Earmarked Reserves	£23242.15

b. To advise Bank balances as of 28/05/2022

HSBC treasurers (community) account: -	£ 30000.00
HSBC savings (BMM) account: -	£ 11699.70
Total in Bank	£ 41699.70

c. **Reserves (Bank less earmark & committed)** **£7391.11**

d. Bank Charges paid in March 2022	£11.00
Bank Charges paid in April 2022 (to 31 st March)	£13.00
Bank Charges paid in May 2022	£8.00

e. Resolve to authorise items for proposed payment by electronic transfer.-

	Value	Pay Number
Parish Council Insurance	£1642.50	Pay 014
Clerk's monthly salary (40.1 hours @ NJC Level 7 - £426.26)	£426.26	Pay 015
Website Domain Name (J. Keightley reimbursement)	£23.98	Pay 016
Office Costs & Overheads	£250.00	Pay 017
Website Management Honorarium	£62.50	Pay 018
Litter Picking Honorarium	£140.00	Pay 019
Flower Festival Reimbursement	£40.00	Pay 020
Thompson Invoice #0203	£877.20	Pay 021
Internal Audit Costs	£150.00	Pay 022
Reid's Installation Costs #4960	£1549.50	Pay 023
Playground Inspection	£564.00	Pay 024
Reid's Invoice #4960 – Over 5 days due to banking limits	£20000	Pay 025 to 028

Cash needed in Current Account	£25725.94	
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- i. The Parish Council bill of £16793 for the new playground equipment was paid over 4 days in accordance with the £5000 transfer limit we have put in place with HSBC.
- ii. The £21707 was received from WDC RUCIS Grant, which took a further 5 days to transfer to our playground suppliers.
- iii. Lucy Price Relief in Need match funded a total of £27500, with thanks.
- iv. VAT refund request has been prepared for £14997.42 and will be updated with £6157 in relation to Reid's installation invoice before being reclaimed once confirmation is received from Reid's that the bill has been settled in full.
- v. The smithy rent for £390.50 was paid into our account on 25th May
- vi. The Internal Audit was completed and approved on 25th May.
- vii. The Annual Governance & Accountability Return for 2021 / 2022 was completed and sent to our Government appointed external auditor on 27th May.
- viii. The Notice of Period of Public Rights was issued 29th May and will run from 13th June to 22nd July.
- ix. Any further financial matters

16. CONSULTATIONS TO NOTE.

- i. None

17. BROCHURES AND DOCUMENTS AVAILABLE FOR YOUR PERUSAL.

- i. None

18. ANY OTHER BUSINESS.

- i. The newly formatted Declaration of Pecuniary Interest Form was circulated to Councillors on 15th May, following the adoption of the new WDC Code of Conduct at our May meeting. Councillors are reminded that it is a statutory duty for them to complete a current Pecuniary Interest Form and submit it for publication.

19. NEXT MEETING.

- i. The next ordinary meeting is scheduled for **Thursday 7th July 2022** at Baginton Village Hall from 7:30pm.
- ii. Councillors are kindly asked to remain behind for a private meeting on Bagot's Castle.