

OLD MILVERTON AND BLACKDOWN JOINT PARISH COUNCIL

**MINUTES OF THE ANNUAL GENERAL MEETING HELD ON
MONDAY, 16TH. MAY 2016 AT OLD MILVERTON VILLAGE HALL**

PRESENT: Councillors J.M.Lander (in the Chair), J.Emmerson, Mrs. L.Keeling, Mrs.A.Kelsey and W.M.O.Tansey; County Councillor W.Redford; and District Councillors W.L.Gifford, Miss H.Grainger and Mrs. A.M.Stevens.

APOLOGIES FOR ABSENCE: None

1724. ELECTION OF CHAIRMAN

It was unanimously agreed that Cllr. J.M. Lander be elected Chairman.

1725. ELECTION OF VICE-CHAIRMAN

It was unanimously agreed that Cllr. Mrs. A. Kelsey be elected Vice-Chairman.

1726. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 21st. March 2016 were approved, and were signed by the Chairman.

1727. MATTER ARISING FROM PREVIOUS MINUTES

The Clerk had ascertained that the development off Leek Wootton Road in Leek Wootton Parish had been the subject of prolonged dispute with that Parish Council, which had entailed the taking of Enforcement Action in respect of incorporation of agricultural land in the site, steel containers and the partial construction of a new building, parts of which were upheld on appeal and parts dismissed. That Parish Council finds the situation unsatisfactory, but the matter has remained there since the end of 2014. It was agreed that the Parish Council ask to be kept up to date with developments.

1728. REVIEW OF PARISH COUNCIL'S REGULATIONS

The Parish Council's Financial Regulations, Risk Management Plan and Internal Audit Procedures were reviewed: since new Financial Regulations had been adopted only in March 2016 and as circumstances relating to the Risk Management Plan and Internal Audit Procedures had remained unchanged since the previous review in May 2015, it was agreed that all should remain in force unamended.

1729. CONSIDERATION OF 2014-2015 ACCOUNTS

The 2015-2016 Accounts were approved as at Appendix A, supporting bank statements having been made available. The accounts would be displayed on the Parish Notice-Boards for 15 days.

1730 AUDIT OF 2015-16 ACCOUNTS

The 2015-16 accounts were to be audited by Grant Thornton UK LLP of Liverpool. This required completion of the usual Annual Return, which included a statement of the Parish Council's approved income and expenditure records based on the accounts at Appendix A. It also included completion of a Statement of Assurance, to which it was agreed that each question, separately considered, be answered in the affirmative, except that a question on Trust Funds was not applicable. The Return was approved for signature by the Chairman and the Clerk ready for submission. The accounts had been audited by Internal Auditor, Mr. N.M.Pratt, to whom grateful thanks were expressed for his assistance in this matter.

1731. WARWICK DISTRICT LOCAL PLAN

It was understood that some 1,000 submissions had been received by Warwick District Council following publication of the latest modifications of the local Plan, and the Parish Council had forwarded its observations via Hunter Page Planning Limited. These were likely to be put on line in June with the Public Inquiry being held towards the end of September.

1732. OLD MILVERTON AND BLACKDOWN NEIGHBOURHOOD PLAN

There had been no progress on the Neighbourhood Plan in view of the uncertainty of the Local Plan.

1733. WARWICK DISTRICT COUNCIL JOINT STANDARDS COMMITTEE

At its meeting on 13th. July 2015 (minute no. 1663) the Parish Council had resolved to continue existing arrangements for using Warwick District Council's Joint Standards Committee to process complaints. Accordingly, as requested by the District Council and in common with the vast majority of other Parish Councils in the District, it was resolved that this Council supports the continuation of the Joint Standards Committee for Warwick District Council and the proposals for representation of the Parish/Town Councils, that there should be four representatives one representing Warwick Rural East Community Forum area, one representing Warwick Rural West Community Forum Area and two representing the areas covered by the four towns and that the Joint Standards Committee will be responsible for undertaking hearings into the Conduct of Councillors following a report to them by the Monitoring Officer. As set out in the Arrangements for Dealing with Complaints about Councillors cases will be determined by Hearing Panels appointed by the Monitoring Officer, in consultation with the Chairman of the Standards Committee. If necessary, the Committee will also be entitled to issue appropriate sanctions against those Councillors involved.

It was not proposed to make any nomination to the Joint Committee.

1734. PLANNING APPLICATIONS

W15/1653 Chesford Bridge House, Bericote Road, Blackdown

Installation of 200 frame mounted solar panels and associated infrastructure.

REFUSED, BUT APPEAL LODGED. It was agreed that the Parish Council's objection recorded at its meeting on 30th. November 2015 (minute 1696) be reiterated to the Secretary of State.

W16/0516 The Crofts Rugby Ground, Bericote Road, Blackdown

Installation of 4×15 meter columns and 8×2,000 watt floodlights round a pitch alongside the south east boundary.

OBSERVATIONS: No objection but hope expressed that there would be restrictions on the use of new floodlights so as not to cause problems to neighbours and for the same reason that there would be limited light levels and the spread of light outside the pitches, subject to the advice of specialists in these matters. Some residents in Stoneleigh Road had not received a neighbour notification, yet many of them would almost certainly be able to see the lights and it was to be hoped that those properties which immediately back onto The Crofts would have the opportunity to comment.

GRANTED

W16/0624 Bericote Farm, Bericote Road, Ashow

Change of use from agricultural building to a dwelling house.

OBSERVATIONS: No objection.

W15/2155, 2156LB Manor Farm, Old Milverton Road, Old Milverton

Conversion of barn to single dwelling

OBSERVATIONS: No objection

(Note: Cl. Tansey had declared a personal interest and did not participate in consideration of this item)

W16/0692 Jephson House, Stoneleigh Road, Blackdown

Renewal of permission to erect a 3-storey building after demolition of south east wing

OBSERVATIONS: No objection

1735. CORRESPONDENCE AND ANNOUNCEMENTS

(a). A letter of thanks was received from Old Milverton Village Hall Management Committee for the donation given to the Commemoration of the Queen's 90th. Birthday event.

(b). Notification was received from Mrs. Sandra Robinson that her fees for administering the Parish Website would be increased from £10.00 to £11.50 per hour forthwith (an increase of 15%). Cllr. Emmerson kindly agreed to liaise with her about aspects relating to the administration of the site.

(c). A letter had been received from District Councillor Miss Grainger explaining her attitude towards the District Council Local Plan, to which an agreed response had been sent.

(d). A request was received from the Old Leamingtonians Rugby Club for support in its application for funds to finance the installation of floodlights, the subject of planning application W16/0516 (see item 1734 above). It was agreed to support the application in principle but not to make a financial contribution.

1736. REVIEWS OF ACCOUNTS IN ACCORDANCE WITH NEW FINANCIAL REGULATIONS

(a). Actual expenditure for 2015-16 was compared to estimated expenditure and noted.

(b). The balances were checked against the Bank Statements by Cllr. Emmerson and found to comply.

(c). It was agreed that all Parish Councillors should be Bank Account Signatories and the prescribed resolutions were agreed in accordance with Appendix B.

1737. APPROVAL OF ACCOUNTS

The accounts listed in the schedule provided to Members were approved for payment, which included £1,639.80 for consultancy work in connection with the District Council's Local Plan, £168.81 administrative expenses, £1,750 in payment on account for 2015 Election expenses and £275.25 for the 2016-17 insurance premium. In the case of the Election expenses, the Parish Council was taking issue with the District Council on the amount of the invoice and the issue had been taken up by the Warwick Area Committee of the Warwickshire Association of Local Councils.

1738. ITEMS FOR FORTHCOMING MEETINGS

(a). The Clerk was asked to investigate the possibility of tidying up the boundary of Old Milverton Village Green behind the Notice Board and to arrange for the replacement of the Old Milverton Lane road sign which had been damaged in an accident and to investigate the possibility of removing the stump of a tree under the Blackdown Notice Board.

(b). He was also asked to arrange for the removal of a small tree at Stoneleigh Road - Sandy Lane crossroads, which intruded on the sight-line for vehicles leaving Sandy Lane.

(c). Cllr. Emmerson reported that a speed gun had been made available to the Speed Gun Team until 10th. June 2016, before which date it would be used for the first time.

(d). County Councillor Redford reported that Warwickshire County Council was about to decide whether to join the West Midlands Combined Authority as a Non-Constituted Member.

1739. PUBLIC PARTICIPATION

None

CHAIRMAN

APPENDIX A

**OLD MILVERTON AND BLACKDOWN JOINT PARISH COUNCIL
Summary of Receipts and Payments for year ended 31st. March 2016**

<i>2014-15</i>	RECEIPTS	£	<i>2014-15</i>	PAYMENTS	£
20,000	Precept	14,000	2,000	Clerk's salary	2,100
17	Bank Interest	25	591	Administration	548
	V.A.T. refunds	2,182	266	Insurance premium	266
2,000	Notice Boards Grant			Hire of meeting places	165
			219	Subscriptions	233
			100	Audit Fees	100
			130	Diamond Jubilee markers	
			225	B'down notice board repair	
			322	Old Milverton planting	
				Warwick DC Local Plan	4,500
			853	Neighbourhood Plan	3,000
				Purchase of Notice Boards	2,825
				Speed Gun equipment	37
				Queen's 90 th . Birthday event*	100
			394	Website administration	367
			270	VAT on Payments	2,110
					<u>16,351</u>
		<u>16,207</u>	<u>5,370</u>		
					<u>22,017</u>

* under s137 of Local Govt. Act 1972

Receipts and Payments Summary

		£
Add	Balance brought forward 1 st . April 2015	40,683
	Total receipts	16,207
Less	Total payments	<u>(16,351)</u>
		<u>40,539</u>
	<i>These cumulative funds are represented by:</i>	
	Current Account balance 31 st . March 2016	5,049
	Deposit Account balance 31 st . March 2016	<u>35,795</u>
		40,844
	Less uncashed cheques no. 100713, 714, 719, 720, 721).	<u>(305)</u>
		40,539

Signed J.M.LANDER
Chairman

GRAHAM E. COOPER
Responsible Financial Officer

Notes:

ASSETS

Assets are defined as land and buildings, and plant and equipment with a significant value in relation to the Parish Council's financial activities

At 31st. March 2015 the following assets were held:

Old Milverton notice board	1,413
Blackdown notice board	1,413
Bench on Old Milverton Village Green	710
Old Milverton Village Green Jubilee Plaque	445
Blackdown Jubilee Plaque and Tree	<u>260</u>
	4,241

The basis of the value of these assets is based on the original purchase price

DEBTS OUTSTANDING

2015 Election contributions: £3,140.74 (in dispute)

GRAHAM E.COOPER

Clerk to the Council May 2016

APPENDIX B

RESOLUTIONS IN RESPECT OF THE BANK MANDATE WITH HSBC BANK

That a bank account or accounts be continued and the Bank is authorised to act on any instructions provided they have been given by those persons named in the Specimen Signature section (or authorised by such persons in accordance with the applicable authorisation requirement(s)) as follows: Any two persons.

That any debt incurred by the Bank under this mandate shall, in the absence of any written agreement by the Bank to the contrary, be repayable on demand.

That the Secretary is authorised to supply the bank, as and when necessary, with lists of all persons who are authorised to give instructions on behalf of the Parish Council, and that the bank may rely on such lists.

That the Parish Council accepts the account(s) and banking relationship with the bank will be governed by and subject to the Business Banking Terms and Conditions (a copy of which has been provided) as amended from time to time, together with any terms and conditions in respect of specific products and services requested by the Parish Council.

That these resolutions be communicated to the Bank and remain in force until cancelled by notice in writing to the bank, signed by the Chairperson or Secretary from time to time acting or claiming to act on behalf of the Parish Council.

(For "Secretary" read "Clerk")