

Berkswell Parish Council – Ordinary Meeting 11 January 2018

Minutes of the Ordinary Meeting of the Parish Council of Berkswell held in the Balsall & Berkswell Hornets Clubhouse, Lavender Hall Lane, on 11 January 2018 at 7.15 PM.

Topic	Action by
<p>1. Evacuation Procedure – the Chairman instructed those in attendance of the evacuation procedure</p> <p>2. Open Forum - Parishioners of Berkswell were invited to address the Council on any relevant matter for a maximum of three minutes. Nothing was raised. The Chairman marked the sad passing of Graham Davison and asked that the Clerk record condolences to Sue Davison.</p> <p>3. Attendance: Cllrs Burrow, Howles, Cambage, Lloyd. Hitchcock, Edwards & Clerk, Cllr Bell (SMBC) and 7 members of the public.</p> <p>4. Apologies for Absence: Cllr R Drake</p> <p>5. Acceptance of Apologies: Accepted</p> <p>6. Declarations of Interest</p> <p style="margin-left: 20px;">a. The following declarations of interest were received from Councillors on items on the agenda.</p> <ul style="list-style-type: none"> • Cllrs Burrow and Cambage own lands adjacent to Allocation 1 and as such would leave the meeting if the topic was discussed • Cllr Burrow re Item 12 – reimbursement claim – Cllr Burrow indicated that he would leave the room for this item. <p style="margin-left: 20px;">a. There were no written requests for disclosing pecuniary interests</p> <p style="margin-left: 20px;">b. There were no requests for dispensations</p> <p>7. Confirmation of Minutes</p> <p>The minutes of the Ordinary Meeting of the Council held on 07 December 2017 were agreed and duly signed by the chairman</p> <p>8. Matters arising from the previous meeting for attention: Cllr Lloyd reported that there had been no progress regarding the provision of a hardstanding at the bus stop on Waste Lane/Hodgett’s Lane.</p> <p>9. Borough Councillor’s Report and Parish Councillor’s Opinion Cllr Hitchcock reported that he had counted 61 cars parked in Hall Meadow Road during the day, some on the grass verge and commented that he couldn’t see why the road should be a car park for the railway. A resident commented that he had written to Bruce Brant (SMBC) on the matter who had promised to talk to Highways to explore the possibility of getting yellow lines at the roundabout end of the road. Cllr Burrow had sent photographic evidence of poor parking to Bruce Brant. He also commented that the NDP committee will soon be facilitating a 2 week survey of parking on the road to gather data to argue the case for parking restrictions. It was also commented that the verges are being damaged and that the problem seemed to be spreading to Station Road by the Brickmakers Arms. Cllr Burrow asked for this to be considered at the next meeting once the car parking count data has been collected. Cllr Lloyd reported that he has a complaint with Virgin regarding the use of Birmingham International Station as there is a time restriction of 9:25 for using the waiting rooms on the platform which meant having to wait for the first off peak trains on the concourse. Cllr Edwards had a similar complaint regarding using the buses before 9:30. Cllr Edwards reported that Berkswell Village will organise a street party on the day of the Royal Wedding (May 19th). The clerk was</p>	

<p>asked to arrange for the road to be closed. Cllr Howles commented that it is very difficult to get a local blood test due to lack of phlebotomists at the Medical Centre. David Felthouse agreed to pick this issue up. David Felthouse reported that, at the AGM of the Berkswell and District History Group, a new member had offered to run bi-monthly meetings.</p> <p>10. Committee Appointments – nothing to report</p> <p>11. Planning Applications</p> <p>a. The following list of planning applications received since the last meeting was considered. Council to noted that the response dates for the first 3 of these applications had passed at the time of this meeting.</p>	<p>Clerk</p>																				
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<p>2017/03348 Council agreed they had no comments to make.</p>																					
<p>12. Financial Matters – Cllr Burrow left the meeting and Cllr Howles took the chair.</p> <p>a. Council noted that the following invoice payments had been examined, verified and certified by the RFO to confirm that the work, goods or services to which each invoice relates had been received, carried out, examined and represents expenditure previously approved by the Council. Council approved all the following payments:</p> <p>b. Council noted that by agreeing the payment of the grants to Balsall & Berkswell Hornets and the Heart of England school, the Grants budget will be over spent by £4,750. Consequently, Council agreed the following motion: “Council approves the reallocation of £4,750 from General Reserves into the Grants Budget for 2017/18”</p>																					

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Invoices for Payment	Approval	Cheque No	Gross Amount £	VAT £	
R Wilson - Clerk's Salary January 2018	Admin	002027	562.20	0	
Balsall & Berkswell Hornets Football Club	Grant	002028	2,643.00	0	
Heart of England School	Grant	002029	2,540.00	0	
Caroline Joyner – reimbursement of costs re Winter Planting Scheme	Admin 7/12/17 Item 22c	002030	128.00	21.33	
WALC – Cllr training	Admin	002031	30.00	0	
A Burrow – Reimbursement of costs re Plum tree and Xmas tree accessories	Admin 12/10/17 Item 17k; 12/10/17 Item 20c; & 07/12/17 Item 22c	002032	113.95	7.70	
GR Dawson – Churchyard contract	Contract	002033	752.40	125.40	
Total			6,769.55	154.43	

c. Payments received - none
d. Grant Applications - none

13. Clerk's Salary Progression Scheme - Council approved the salary progression scheme for the Clerk designed to meet the commitment to provide a scheme to recognise exceptional performance.

14. Budget and Precept Setting 2018/19 - Council noted that an Extraordinary Meeting of the Council will be held on 18 January to discuss and agree the budget and precept for 2018/19. The Clerk was asked to circulate papers to Cllrs in advance of the meeting. Cllrs Lloyd and Hitchcock gave their apologies.

15. Risk Management

a. There were no new finance and risk events for Council to discuss
b. Risk Framework – there was nothing new to report

16. Actions from Previous Meetings

a. Council noted the status of agreed actions from previous meetings as circulated (a copy is available on the Council website).

17. Ongoing References

a. Review of inventory of land and assets – Council noted that enquiries have commenced into the current status of the Village Green and Well area. Council also noted that the Clerk has commenced discussions with HM Land Registry regarding the Registration of The Pound and that dialogue had started with SMBC regarding establishing the ownership Kelsey Lane Bus Stop.

b. Neighbourhood Development Plan

- Council agreed the following motion: " Council gives its approval for the Clerk to spend £250 on a historical environment report from Warwickshire CC for the NDP". Cllr Burrow reported that he had a meeting with Ben Wallace of Warwick CC at which WCC recommended an Ecological & Natural Resources Report for the area, as well as the historical environment report. Council approved a further £250 to commission this second report.

Clerk

Clerk

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<p>c. General Maintenance – there was nothing new to report</p> <p>d. Litter Picking - Council noted that the annual litter pick will take place on Saturday 3rd March 2018. Two teams will operate one from outside the library in Balsall Common and the second from Berkswell village. The Council thanked the BCVRA and Berkswell Society for organising this.</p> <p>21. Council Administration Council noted that the review of the Council’s cashbook and bank reconciliation for Q3 2017/18 was scheduled to take place on 12 January 2018 by Cllr Cambage.</p> <p>22. Next Meeting – Extraordinary Meeting of the Council, 18 January 2018 at 7:15pm in the Balsall & Berkswell Hornets Clubhouse, Lavender Hall Lane, Berkswell. Ordinary Meeting of the Council, 8 February 2018 at 7.15pm in the Jordan Room, St John Baptist Church, Berkswell.</p>	<p>AC</p>
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