

# Wolvey Parish Council Annual Report 2012 - 2013

This annual report is prepared on behalf of Wolvey Parish Council and is a synopsis of the report presented to the Annual Parish Meeting on 24th April, 2013. Its aim is to provide a brief summary of some of the Parish Council's activities for the year.

Parish Council meetings are held at 7.45pm, usually on the third Monday of each month in the back room of Wolvey Village Hall.

However, in order to accommodate a new Youth Club the venue for Parish Council meetings has been temporarily moved from Wolvey Village Hall to Wolvey Baptist Chapel. Local electors are welcome to attend to make comments or express views on matters being considered by the Council. Information about Parish Council meeting are available on the Village noticeboard and the Parish Council website, [www.wolvey.org](http://www.wolvey.org). The Parish Council also holds a Councillor surgery on the first Wednesday of each month at 7.30pm in the village hall.

Parish Council members are:

Keith Orchard (Chairman)	220688
Ruth Buswell (Vice-Chairman)	221324
Andrew Dixon	220771
Bozena Kuncewicz	220771
Clare Nixon	220639

Full contact details are available on the village notice board and on the Parish Council website.

## Chairman's Report

Firstly, I would like to thank all the members of the Parish Council for their efforts and support over the past year.

Councillor Ruth Buswell Vice-Chairman was the previous Chair of the Parish Council and I would like to thank her contribution in that role. Ruth has excellent diplomacy skills and her catering skills benefit all of our events.

Councillor Bozena Kuncewicz is a past Chair of the Council and continues to bring considerable organisational skills to the table, as evidenced by her work on the Play project party and the new Youth club. She also prepares the layout of the news letter for printing and is involved in the councillor recruitment campaign.

Councillor Clare Nixon joined the Council last July. Clare brings with her a refreshing approach to our business. She

played a significant part in our Councillor Recruitment campaign and last year's Xmas tree event.

Councillor Andrew Dixon who was co-opted in March this year, Andrew brings a vast experience of working in local government. He also has better knowledge of Wolvey than most as he scripted most of the Parish Plan.

During the last year, two of our most experienced Councillors have resigned - Councillors John Hawkins and Jon Slee. Their combined service was in excess of 20 years. I would like to record our thanks for their many years of service to the Parish Council.

The final member of our team is Margaret Cartwright who has been employed by the Parish Council as our Clerk and Responsible Financial Officer for almost 7 years. Margaret has coped well with a particularly busy year and has been successful in the time consuming and demanding activity of obtaining grants worth £36,000.

Although the Council is constituted for 7 Council seats, currently we only have 5 Councillors, and so there are 2 vacancies. We are urgently looking for these two positions to be filled.

## A review of the year

The last 12 months has been a particular busy period with the highlight of the year being the Queen's II Jubilee celebrations. This was a great day with an estimated 800 to 1000 people attending. The weather was kind, the entertainment excellent, a good time had by all. To me what was critical was the generosity of people who donated their time and made financial contributions way beyond what had been expected. I would again like to record the Parish Council's thanks to all those people. Also thanks to the other organisations who helped, in particular the WPFT, the Village Hall and WEG. Another part of the Jubilee celebrations was the Council's decision to join Queen Elizabeth II's Fields in Trust scheme. We agreed to protect both the Playing Fields and the Wetlands via this Trust.

We also managed to get funding from the Central Warwickshire Village Leader project for a project we named "60 years of a Village at Play". This was also a great event which involved all sections of the community, old and young working

together looking at how children's play has changed over the last 60 years. The results of this work played a big part in our Jubilee celebrations and was recorded in a celebratory book.

As a spin off from a 60 years of a Village at Play project, a Youth Club has recently started. The first meetings have been very well attended and we expect this activity to blossom during the next year.

All this new activity during the year did not get in the way of our Christmas Tree celebrations. This year the tree was selected by Councillors Nixon and Buswell on a visit to the growers. We also bought some new LED lights as the old lights were well out of date needing regular maintenance and using a lot of power. As usual this event was really well supported and, is now firmly part of the Parish calendar and very much looked forward to by all.

## Competitions

The Best Village Competition was abandoned in 2012 due to lack of funding, but has left a legacy in Wolvey Village Square in the form of the Bear and Staff statue presented to Wolvey for success in the competition in 2011. During 2012 we were also awarded the Rugby in Bloom Silver Gilt award in the Community category for the Village Square and a Gold and declared Overall Winner of the Environmental category for the Wetland Reserve.

## Highways / Transport

Earlier this year we finally got Vehicle Activated Signs erected in the village. We believe these are making a difference to the speed through the village but there is evidence that many vehicles are still exceeding the limit. We are working with the authorities to resolve this serious problem. The footpath on Temple hill has been cleared of grass as has the pathway on Hinckley Road, making them fully accessible for the first time in many years. On street lights we took out a new maintenance contract with Warwickshire County Council which has proven to be a good money saving move. 3 New grit bins were installed around the Village along with two new litter bins.

## Developing the role of the Council

During 2012-13 your Council has met at least once a month. At the Parish Council meetings we discuss matters raised

locally, planning matters referred to us by the District Council, local environmental issues, correspondence received, and our finances. In addition to the Council meetings, we have attended a variety of additional meetings, for training with WALC and NALC, along with the Fosse forum meetings. Also meeting with officers from Rugby Borough Council to discuss planning and officers from Warwickshire County Council to discuss bus services and traffic through the village.

### **Finance**

As always we endeavour to spend your money for the benefit of the whole Parish and, where we can, help in the process of obtaining grants. Overall, we have sought to keep the Precept to a practical level and to spend it prudently for the benefit of the Parish.

### **Communication**

The Parish Council Newsletter is produced quarterly and delivered to every house in the Parish. Our website [www.wolvey.org](http://www.wolvey.org) has details of Council meetings and links to a wide variety of local, district and county organisations and activities. There you will also find contact details for the Clerk, Parish Councillors and Village groups.

### **Looking forward**

The centenary of WW1 will soon be with us and we will be ensuring that day will be very fitting memorial to those from the Village who died in the World Wars. We have budgeted £750 towards making a remembrance day in 2014 a very special day. August 4th is a day for your diary as that is a bank holiday and the centenary of the first day of fighting.

Finally I would like to thank our Borough Councillor Mr Pacey-Day, and County Councillor Mr Morris Jones for their continued interest, advice and assistance during the last year.

**Keith Orchard**  
**Chairman**

## **Finance Report for year and regulatory procedure**

The precept for the year 2012-13 was £33,000

Other receipts amounted to £37316

### **Receipts during 2012-13 include:**

Payment from Rugby Borough Council of £1807 as the Parish Council has responsibility for cutting grass verges,

Grant of £10000 from the Big Lottery for new equipment at Wolvey Playing Fields, Grant for £8070 from Central Warwickshire LEADER via Warwickshire County Council for "Sixty years of a Village at Play", £1000 from Rugby BC and an additional £500 from Warwickshire County Council for the new youth club, Donations received amounted to £2269 for Jubilee celebrations and Christmas charity donations, £4634 from Rugby Borough Council as part-payment of a grant for new equipment at Wolvey Playing Fields, VAT reclaim of £7713.

During 2012-13 significant expenditure included:

£3496 for the Jubilee celebrations, £6790 for "Sixty years of a Village at Play", £25000 for new equipment at Wolvey Playing Fields, £1429 for the Christmas tree, new lights and decorations.

The total of the revenue budget for the year was £11465.

This is the amount of money necessary for the Parish Council to carry out its statutory requirements. In other words it is the amount of money required for the Parish Council to function lawfully. This includes expenses such as insurance, internal and external auditors, fees to professional bodies who provide advice, training for the Clerk and Councillors, salaries, administration costs such as computer expenses and sundries, stationery, photocopying, phone calls, travel expenses, etc. and the cost of the Parish Council website and newsletter.

The street lights in Wolvey are owned and maintained by Wolvey Parish Council. The costs of electricity, maintenance and upgrading of streetlights accounted for £3347. This is less than in previous years because the Council has changed its maintenance contract to Warwickshire County Council who only issue an invoice annually and it had not been received by the end of the financial year.

The Parish Council also takes responsibility for cutting the grass verges in and around the village and to remove weeds from the roadside gullies. To avoid double taxation of Wolvey residents, funds are obtained from Rugby BC to offset the costs involved. The overall annual cost for 2012 was £2400 and the amount received from Rugby BC and Warwickshire CC was

£1807. As a result, the amount remaining to be paid by the Parish Council was only £593.

A total of £6475 was given as donations/grants to organisations within the Parish and to charities.

These included:

£500 to the Air Ambulance  
£50 to Rugby Citizens Advice Bureau  
£25 to Vitalise  
£300 each to the Wolvey Scouts & Brownies  
£150 to Wolvey Baby & Toddlers  
£450 to Over 60's group  
£2000 to Wolvey Church  
£650 to Baptist Chapel  
£1500 to Village Hall  
£2000 to Wolvey Playing Fields

The Council's annual accounts are made available for public inspection and submitted for internal and external audit, within the timescale and requirements of the Accounts and Audit Regulations 2003. The Audit Commission appointed Clement Keys as the external auditor for this year. For the year 2012-13 there will be a new external auditor, Grant Thornton.

For the year ended 31st March 2012, Clement Keys verified and endorsed the Council's Annual Statement of Accounts and Statement of Assurance and provided a signed audit certificate and opinion. These documents were published on the village notice board and the Parish Council website.

Proper governance of the budget is maintained throughout the year to ensure work is managed effectively. Costs are kept to a minimum and reserves are within recommended parameters.

The total cash and investments were £43121. This is because funds have been allocated to earmarked reserves for future projects. This includes traffic calming measures, possible installation of CCTV, and an upgrade of streetlighting when appropriate.

**Report prepared by**  
**Margaret Cartwright**  
**Responsible Financial Officer**  
**to Wolvey Parish Council**

24 April, 2013