

**MINUTES OF MEETING OF WOLVEY PARISH COUNCIL**  
**IN WOLVEY VILLAGE HALL**  
**MONDAY 16<sup>th</sup> APRIL, 2012 at 7.45pm**

**12.77 Present**

Cllr Hawkins (Chair)  
 Cllrs Knight, Slee, Elliott, Kuncewicz & Orchard

M Cartwright (Clerk)

**Apologies**

Apologies were received from Cllr R Buswell

**In attendance**

Cty Cllr Morris-Jones & 5 members of the public

**12.78 Declaration of Interest on Items on the Agenda**

None

**12.79 Minutes of the meeting held on 19<sup>th</sup> March**

Councillor Slee proposed that item 12.75 is incorrect and needs to be amended  
 RESOLVED: To defer approval of the minutes until next meeting

**12.80 Comment and information from members of the public and members with a prejudicial interest**

None

**12.81 Police report**

No report received

**12.82 Clerk's Report**

1. There have been only five nominations received for the Parish Council election .
2. The Council has until Friday June 22<sup>nd</sup> to fill the remaining two vacancies by co-option
3. The annual litter pick took place on Saturday.
4. A resident has reported that the mini-roundabouts in the square are badly in need of repainting
5. It is possible that the application to the Parish Capital Spending Fund will not be completed in time for the deadline on Friday April 20<sup>th</sup>. All the necessary documents from the Playing Fields Trust have not been received.
6. It is possible that the application to the Rural Development Fund for CCTV may not be completed before the deadline on Friday as Cllr Buswell was dealing with this and is unavailable.
7. 36 Jubilee mugs with Wolvey logo have been received and are on sale in the village shop

**12.83. Planning**

12.83.1 An **update** on previous Planning Applications was received and noted:  
 R12/0025 LAND AT GYPSY LANE, WOLVEY, LE10 3HQ-withdrawn by applicant

R11/1296 FORMER DEPOT, COAL PIT LANE, WOLVEY, LE10 3HD - pending

APP/E3715/A/12/2169184 Planning Inspectorate  
LAND SOUTH OF TELEPHONE EXCHANGE, COVENTRY ROAD- pending

R12/0388 10 BROOKFIELD DRIVE, WOLVEY, LE10 3LT- approved

R12/0394 11 BRACKEN DRIVE, WOLVEY, LE10 3LS- approved

R11/0071 MAKINS FISHERY, BRAMCOTE LANE, WOLVEY, CV11 6QJ- pending

12.83.2 To receive any **NEW** applications:

No new applications

### **12.84 Finance**

12.84.1 The Council considered approval of the year-end bank reconciliation and end of year accounts

**RESOLVED:** To approve the end of year bank reconciliation and statement of accounts

12.84.2 **RESOLVED:** to approve and sign the statement of accounts and annual governance statement

Accounting statements and Annual Governance Statement signed by the Chair

12.84.3 The Council received information about earmarked reserves held for 2012-2013.

Clerk advised the Council that both earmarked reserves and general reserves have risen and this needs to be kept under review.

12.84.4 Council considered the appointment of an internal auditor

**RESOLVED:** To again approve Mr Michael Spencer as the internal auditor for three years at a cost of £175 + VAT per year.

The following payments were considered by the council:

12.84.5 cheque no 100571 M Cartwright (salary, allowances & expenses): £ 405.05

12.84.6 cheque no. 100572 KD Butler (jubilee mugs): £100.00

12.84.7 cheque no 100573 WS Gardens (for WPFT): £240.00

12.84.8 cheque no 100574 Ruth Buswell( refreshments): £10.26

12.84.9 cheque no. 100575 Eon( electricity supply): £741.61

12.84.10 cheque no 100577 Parish Online (digital mapping): £48 (delegated to Clerk to arrange payment

Sixty years at Play

12.84.11 Rowdy Music (artists materials): £28.27

12.84.12 S Louise Bardgett (artists materials):£13.45

12.84.13 Barbara Jones ( artists materials): £77.02

### **12.85 Annual Parish Meeting**

A draft of the Chairmans annual report and the Annual Financial report was sent to Cllrs prior to the meeting

**RESOLVED:** to approve the Chairmans Annual Report and Annual Financial Report

### **12.86 Equal Opportunities Policy**

A draft Equal Opportunities Policy was provided to members prior to the meeting.

**RESOLVED:** to approve the **Equal Opportunities Policy**

### **12.87 Newsletter Policy**

A draft Newsletter Policy was provided to members prior to the meeting.

**RESOLVED: To approve the Newsletter Policy**

**12.88 The Council considered making changes to Parish Council administration**

88.1 A draft homepage for the Wolvey Website about the Parish Council was considered

**RESOLVED:** To approve the new Parish Council homepage for the website

88.2 The Council considered changing the number of Council meetings from 12 to 10 each year.

IT WAS AGREED to consider this at a future time.

88.3 The Council considered publishing the draft Minutes of Parish Council meetings

**RESOLVED:** Draft Minutes to be published on the Wolvey website when available

**12.89 Sixty Years of a Village at Play project**

12.89.1 The Council received an update on the project management from Barbara Jones

12.89.2 The Council discussed ways to continue engagement with young people  
Barbara Jones agreed to talk to the teenagers at the last Jammin session and ask them what they would like to happen in the future.

**12.90 To receive an update and consider plans for the Queens Jubilee celebrations**

Cllr Orchard provided an update on plans for the Jubilee celebrations.

Donations have been promised of approximately £1500

IT WAS AGREED that £225 be spent on a performing clown

There is a need to arrange what equipment will go where and check that suppliers have public liability insurance.

Risk assessment is needed for insurance purposes.

Clerk to order a temporary events license

90.2 The Council considered responding to an email from the PCC which expressed dismay that the Church plans were not included in Jubilee publicity. A draft response, sent to members prior to the meeting, explained that no details have been provided from the church. Council agreed to send the letter but wished to add that no details of the Church plans for the Jubilee had been published in the Link.

**12.91 FIT Deed of Dedication**

No further information has been received regarding the Fields in Trust application

**12.92 Environment**

Cllr Slee reported that Warwickshire Wildlife Trust has installed two mink rafts to monitor if any mink is in the vicinity of the water voles. These are being checked regularly by members of the Environment Group.

**12.93 Publications and documents for consideration at meeting:**

93.1 Invitation to Briefing with WCC on Closer Working with Town & Parish Councils on April 26<sup>th</sup> & May 24<sup>th</sup> – no-one available to attend

**12.94 Publications and documents for circulation to members**

1. Warwickshire Wild magazine
2. WCC Waste Core Strategy
3. Countryside Voice- CPRE magazine
4. CPRE circular on local speed limits

5. NALC report of the Chief Executive
6. Letter from Village Hall ( for information)

**12.95 Minor matters for discussion and items for next Meeting:**

1. Neighbourhood Planning training sessions- no one to attend
2. Breast Screening Unit- can it come to this area- Clerk to investigate

**12.96 Date of Next Meeting:**

Next meeting of the Council to be held on **Monday 14<sup>th</sup> May, 2012** in Wolvey Village Hall.

**Annual Parish Meeting** to be held on **Wednesday 25<sup>th</sup> April** at 7.30pm in Wolvey Village Hall

**12. 97 Closure of meeting**

The meeting was closed at 9.10pm

**YEAR END BANK RECONCILIATION 31<sup>st</sup> MARCH, 2012**

Prepared by M. Cartwright (Clerk) – 2<sup>nd</sup> April, 2012  
 Approved by Council – 16<sup>th</sup> April 2012

**Bank Account Balances 31<sup>st</sup> March 2012**

	£	£
Co-op Guaranteed Investment Account	10000.00	
Co-op Community Direct Account	33367.38	
Co-op 14 day Account	.71	
Co-op No 2 Account	1040.98	
	<hr/>	
Total		44409.07
<i>Less unpresented cheques</i>		
400012	76.08	
100567	1066.37	
	(1142.45)	
<b>Net Bank Balances at 31<sup>st</sup> March 2012</b>		<b>£43266.62</b>

**Cash Book at 31<sup>st</sup> March, 2012**

Balance Brought Forward	38011.46	
Receipts	45893.67	
		83905.13
Less Payments	(40638.51)	
	<hr/>	
		43266.62
<b><u>Closing Balance as per Cash Book</u></b> <b><u>as at 31<sup>st</sup> March 2012</u></b>		<b>£43266.62</b>