

# WOLVEY PARISH COUNCIL

## *MINUTES of the MEETING*

Held at 7:30 p.m on

**Monday 18<sup>th</sup> July 2016**

At Wolvey Baptist Chapel, School Lane, Wolvey.

### **MEMBERS PRESENT:**

Councillors: R Buswell                      J Hawkins                      D Kenrick  
                    C Nixon                                      A Warwick

**IN ATTENDANCE:** County Councillor – P Morris-Jones

Borough Councillor – C Pacey-Day

Parish Clerk – R Atkinson

Parishioners – 4

*Pre-meeting*    *PROPOSED* by Cllr R Buswell and *SECONDED* by Cllr A Warwick

*It was RESOLVED that agenda items 8 and 9 be removed from the agenda.*

**16/066**

### **CHAIRMAN'S WELCOME**

The Chairman welcomed all to the meeting.

**16/067**

### **TO RECEIVE APOLOGIES FOR ABSENCE**

No apologies were received.

**16/068**

### **TO RECEIVE ANY DECLARATIONS OF PECUNIARY AND NON PECUNIARY INTERESTS TO ANY MATTER PERTAINING TO THE AGENDA AND TO CONSIDER DISPENSATIONS**

Cllr A Warwick declared a non-pecuniary interest in relation to Wolvey Baptist Chapel

**16/069**

### **TO CONFIRM THE MINUTES OF THE MEETING HELD ON 27<sup>TH</sup> JUNE 2016**

*PROPOSED* by Cllr R Buswell and *SECONDED* by Cllr A Warwick

Further to Cllr E Tomlin's name being removed from Members Present, due to her resignation, it was **RESOLVED** that the Minutes for the meeting held on 27<sup>th</sup> June 2016 be confirmed and signed as a true and accurate record.

**16/070**

### **TO RECEIVE AN UPDATE FROM THE LOCAL POLICING TEAM**

A Police Report for 10<sup>th</sup> June – 14<sup>th</sup> July was received from PCSO Bailee-Crabtree confirming that no incidents have been added to the report.

**16/071 TO RECEIVE AN UPDATE ON MATTERS AFFECTING WOLVEY FROM**

- i. Warwickshire County Council**  
A Report was given by County Councillor P Morris-Jones
- ii. Rugby Borough Council**  
A Report was given by Borough Councillor C Pacey-Day

**16/072 PARISHIONERS TIME**  
No issues were raised by Parishioners.

**16/073 TO APPROVE WOLVEY ENVIRONMENTAL COMMITTEE'S**

- i. Risk Assessment**  
PROPOSED by Cllr A Warwick and SECONDED by Cllr R Buswell

It was RESOLVED that Wolvey Environmental Committee's Risk Assessment be APPROVED

- ii. Task Sheet**  
PROPOSED by Cllr A Warwick and SECONDED by Cllr R Buswell

It was RESOLVED that Wolvey Environmental Committee's Task Sheet be APPROVED

- iii. Updated Volunteers List**  
PROPOSED by Cllr A Warwick and SECONDED by Cllr R Buswell

It was RESOLVED that Wolvey Environmental Committee's updated Volunteers List be APPROVED

- iv. Health & Safety training for Supervisors/Group Leaders**  
Safety training consists of Supervisors/Group Leaders being shown how to operate the equipment they are to use, which once they feel competent with, they sign and date to confirm this. This exercise is then repeated every 12 months or as required.

Quotations for safety training were not received in time for the meeting.

**16/074 TO APPROVE QUOTATIONS TO PURCHASE EQUIPMENT/WORKWEAR FOR WOLVEY ENVIRONMENTAL COMMITTEE**

Quotations for equipment/workwear required by Wolvey Environmental Committee were tabled.

PROPOSED by Cllr A Warwick and SECONDED by Cllr C Nixon

It was RESOLVED that the listed goods totalling £577.01 be purchased from Company A and the Stihl FS70 petrol strimmer be purchased from Company B for £261.90.

**16/075 TO REVIEW PLANNING APPLICATIONS**

No new applications were received since the previous meeting.  
The clerk advised members that planning permission had been refused for:  
R16/1105 – Land to the south/adj to Chalet  
R16/1057 – Garden Cottage  
R16/1163 – Land to the west of Ash Fell  
R16/0951 – Gypsy Lane

Planning permission has been approved for R16/0606 – Milethorn Farm

The Clerk was requested to make enquiries regarding planning application R16/0446.

**16/076 TO DISCUSS THE CHRISTMAS EVENT**

Details of the attractions for the Christmas Event were handed to the Clerk, who is to obtain quotations and report back at the next meeting.

**16/077 TO DISCUSS AND AGREE RE-DIRECTING POST TO PARISH CLERK'S ADDRESS**

The Clerk advised that since placing this item on the agenda, post has been received at her address.

**16/078 TO RECEIVE THE CLERK'S REPORT**

**i. To review all payments made since the previous meeting.**  
A list of payments totalling £1973.49 which were authorised by the Chairman since the previous meeting was circulated to all members.

In addition to this, the Clerk also noted that she had authorised for the Wetland to be strimmed at a cost of £75, due to this posing a safety risk if left unaddressed.

**ii. To present Schedule of Payments for authorisation**  
A list of payments for authorisation was presented to members.

It was noted that an invoice approved for payment by the Neighbourhood Planning Advisory Committee totalling £1440, the unpaid tax totalling £340.05 and the Clerk's salary are to be included.

**iii. To review Receipts and Payments to date**  
The Clerk advised that £6726.54 had been spent in this financial year and £20,739.20 received.

**iv. To verify Bank Reconciliations**  
Bank reconciliations were presented for verification:  
2<sup>nd</sup> – 29<sup>th</sup> April 2016 (statement 35)  
2<sup>nd</sup> May – 1<sup>st</sup> June 2016 (statement 36)  
2<sup>nd</sup> June – 4<sup>th</sup> June 2016 (statement 37)

**v. To provide an update on 2015/16 Annual Return**  
The Clerk advised members of the additional information requested by the External Auditor, which has since been provided.

- vi. **To provide an update on issues raised at previous meetings**  
The Clerk noted that she'd received no response to the drains, street lighting or Bramcote Bridge issues reported.

Cllrs. P Morris-Jones and C Pacey-Day are to be copied into future issues reported.

- 16/079 TO RECEIVE AN UPDATE FROM THE NEIGHBOURHOOD PLANNING ADVISORY COMMITTEE**  
An update was provided by NPAC member David Bates.
- 16/080 TO RECEIVE AN UPDATE FROM WOLVEY ENVIRONMENTAL COMMITTEE**  
An update was provided by Cllr. C Nixon
- 16/081 TO NOTE ANY OTHER BUSINESS**  
A member raised concern over the intermittent broadband connection in the village.  
  
A large tree branch which appears to be unstable on Church View was also noted. A parishioner advised that the person responsible for this tree has been made aware.  
  
Unmown grass at Pipers End was also noted.
- 16/082 TO CONFIRM THE DATE, TIME AND PLACE OF NEXT MEETING**  
The next meeting will be held at 7:30 p.m. on Monday 15<sup>th</sup> August 2016 at Wolvey Baptist Chapel.  
  
**TO RESOLVE TO MOVE THIS ITEM INTO PRIVATE SESSION ACCORDING TO THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 S.(2)**
- 16/083 TO REVIEW FINANCIAL RECORDS FOR 2015-16**  
PROPOSED by Cllr R Buswell and SECONDED by Cllr C Nixon  
  
Due to personal confidential information which would not be in the public interest, it was RESOLVED to move this item into private session  
  
There being no other business the Chairman declared the Meeting closed at 9:30 p.m.