

# **WOLVEY PARISH COUNCIL**

## ***MINUTES of the MEETING***

Held at 7:30 p.m on

**Monday 26<sup>th</sup> September 2016**

At Wolvey Baptist Chapel, School Lane, Wolvey.

### **MEMBERS PRESENT:**

Councillors: R Buswell J Hawkins C Nixon A Warwick

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

Borough Councillor – C Pacey-Day

Parish Clerk – R Atkinson

Parishioners - 7

- 16/103 CHAIRMAN'S WELCOME**  
The Chairman welcomed all to the meeting
- 16/104 TO RECEIVE APOLOGIES FOR ABSENCE**  
Apologies were received from Cllr D Kenrick
- 16/105 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
- 16/106 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 15<sup>TH</sup> AUGUST 2016 PROPOSED by Cllr A Warwick and SECONDED by Cllr C Nixon**  
  
It was **RESOLVED** that the Minutes for the meeting held on 15<sup>th</sup> August 2016 be confirmed and signed as a true and accurate record.
- 16/107 TO RECEIVE AN UPDATE FROM THE LOCAL POLICING TEAM**  
A Police Report from PCSO Bailee-Crabtree for 10<sup>th</sup> August – 14<sup>th</sup> September was received.
- 16/108 TO RECEIVE AN UPDATE ON MATTERS AFFECTING WOLVEY FROM**
- i. Warwickshire County Council**  
A Report was provided by County Councillor P Morris-Jones
  - ii. Rugby Borough Council**  
A Report was provided by Borough Councillor C Pacey-Day
- 16/109 PARISHIONERS TIME**  
A parishioner requested that the planning application reference number be specified on future agenda's and also felt that more publicity was required for the drop in session regarding Rugby Borough Publication Draft Local Plan being held this evening. The Clerk is to enquire as to whether a further session could be arranged.

The ongoing issue with the drains was reiterated.

A parishioner expressed concern over the defibrillator placed at Wolvey Primary School and felt signage was required. Cllr A Warwick agreed to liaise with the School. The maintenance schedule was also questioned and is to be verified.

It was also questioned whether local Clubs/Groups could advertise in the next Parish Council Newsletter for a small donation.

A parishioner gave his thanks to Wolvey Parish Council for choosing the British Legion as their chosen charity.

**16/110**

**TO CONSIDER CO-OPTING A MEMBER TO WOLVEY PARISH COUNCIL**

A written personal statement from the prospective candidate was circulated to members prior to the meeting.

PROPOSED by Cllr R Buswell and SECONDED by Cllr A Warwick

Further to R Hawcutt gaining absolute majority, it was **RESOLVED** that he be co-opted to Wolvey Parish Council. R Hawcutt signed his Declaration of Acceptance of Office prior to taking his seat

**16/111**

**TO DISCUSS AND AGREE THE NEWSLETTER SPECIFICATIONS**

The Clerk confirmed that it was agreed at the meeting on 20<sup>th</sup> June 2016, that 500 copies of a 4 page colour Newsletter at a cost of £100 would be produced.

Members were advised that the current Newsletter Policy states that this is to be delivered on a quarterly basis on 100gsm silk/laser paper and produced by an in-house Editorial Team. Members **AGREED** that the Policy needed reviewing.

It was noted that a ream of 100 gsm paper would incur an additional cost of £7.60 and an additional sum of £20 should delivery of the Newsletter be required.

Cllr R Buswell requested that all articles for inclusion be forwarded to her.

PROPOSED by Cllr A Warwick and SECONDED by Cllr R Buswell

It was **RESOLVED** that the Newsletter be printed on 80 gsm paper at the end of October/early November and delivery be arranged through the Parish Council.

**16/112**

**TO RECEIVE THE CLERK'S REPORT**

**i. To review all payments made since the previous meeting.**

A list of payments totalling £1131.45 which were authorised by the Chairman since the previous meeting was circulated to all members.

**ii. To present Schedule of Payments for authorisation**

A list of payments totalling £928 plus the Clerks salary was presented to members for authorisation.

**iii. To review Receipts and Payments to date**

The Clerk advised that £18092.43 has been spent in this financial year and £25464.20 received.

**iv. To verify Bank Reconciliations**

The Clerk noted that she was not in receipt of a Bank Statement and therefore was

unable to present a Bank Reconciliation for verification

v. **To provide an update on issues raised at previous meetings**

It was noted that there was no update on the ongoing concern over the blocked drains on Leicester Road/Church Hill.

The Clerk confirmed that she was not in receipt of a quotation for the installation/reconnection of the lighting column in Coventry Road damaged by the recent hit and run incident.

It was noted that Warwickshire County Council have accepted responsibility for the overgrown area at the side of Hall Road, Wolvey

No progress has been made with BT regarding broadband

**16/113 TO NOTE THE EXTERNAL AUDITOR CERTIFICATE AND REPORT**

Members were advised that the External Auditor has confirmed that in their opinion the information in the Annual Return, except in their view the response to assertion 1, 2, 5 and 7 on section 1 of the Annual Return should have been No, is in accordance with proper practices and no matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Attention was drawn to the order of signing of the Annual Governance Statement (section 1) and the Accounting Statements (section 2) but this did not affect their opinion.

Members confirmed that the issues raised in the Annual Return were not associated with the current Clerk and she was thanked for her assistance in resolving these matters.

**16/114 TO AUTHORISE NPAC TO APPLY FOR AWARDS FOR ALL FUNDING**

Cllr A Warwick gave an overview of NPAC's requirements.

PROPOSED by Cllr R Buswell and SECONDED by Cllr C Nixon

It was **RESOLVED** that NPAC apply for 'Awards For All Funding'

**16/115 TO AUTHORISE WALC MEMBERSHIP FOR 2016-17**

The Clerk advised that WALC Membership (£461) for 2016-17 has not been paid

PROPOSED by Cllr Warwick and SECONDED by Cllr C Nixon

It was **RESOLVED** that WALC Membership for 2016-17 be paid

**16/116 TO RECEIVE AND APPROVE GRANT APPLICATIONS**

PROPOSED by Cllr A Warwick and SECONDED by Cllr C Nixon

It was **RESOLVED** that consideration of Grant Applications be deferred until the next meeting.

**16/117 TO REVIEW AND APPROVE THE APPLICATION FOR COUNCILLOR GRANT FUNDING**

The Clerk advised that £5000 is available through the Councillor Grant Funding, which closes on 28<sup>th</sup> October 2016 and suggested applying for a new bench and planters in the Square.

PROPOSED by Cllr A Warwick and SECONDED by Cllr R Buswell

It was **RESOLVED** that Wolvey Parish Council would not be applying at this stage but instead to publicise the funding to enable smaller Organisations to apply.

**16/118 TO DISCUSS AND AGREE STORAGE FOR WEC STORAGE**  
PROPOSED by Cllr R Buswell and SECONDED by Cllr A Warwick

It was **RESOLVED** that WEC equipment would be placed on the Asset Register and stored in the shed.

**16/119 TO REVIEW PLANNING APPLICATIONS**

**R16/1786 – Land to the rear of Bon Ami**

**R16/1930 – Makins Fishery** (variation to change the materials on the amenity building from brick to timber cladding)

Further to reviewing the planning applications, members AGREED their objections to R16/1786 but had no objections to R16/1930

**16/120 TO PROVIDE AN UPDATE ON THE CHRISTMAS EVENT**

The Clerk advised that she had emailed Wolvey Primary School regarding the Christmas Colouring Competition, but to date had not received a response.

Members were advised that the roundabout supplier has since advised that she is unable to locate a roundabout for the Christmas Event. The Clerk is to make enquiries.

Contact has also been made regarding the Band, Choir, having the Christmas tree erected, putting the lights on the Christmas tree, lighting for the Band and Choir and an Electrician.

A member noted that she had booked the Village Hall and two stallholders have reserved.

**16/121 TO CONFIRM VOLUNTARY SNOW WARDENS FOR THE PARISH**

It was AGREED that the list of Volunteers be reviewed.

**16/122 TO NOTE WARWICKSHIRE'S LOCAL COUNCIL CHARTER**

It was noted that Warwickshire's Local Council Charter is intended to support a mutually beneficial working relationship between the different tiers of Local Government in the County

**16/123 TO RECEIVE AN UPDATE FROM THE NEIGHBOURHOOD PLANNING ADVISORY COMMITTEE**

Cllr A Warwick provided an update on behalf of the Neighbourhood Planning Advisory Committee and noted that the Open Day is being held on 15<sup>th</sup> October 2016.

All were thanked for their input, including Cllrs J Hawkins and C Nixon, J Warwick and P Hopkins.

**16/124 TO RECEIVE AN UPDATE FROM WOLVEY ENVIRONMENTAL COMMITTEE**

Cllr C Nixon provided an update on behalf of Wolvey Environmental Committee.

The Stihl brush cutter has now been collected and three members of WEC have undertaken training on utilising this safely.

Members were advised that Rugby in Bloom awarded Silver for The Square.

Work on the Wetland is being undertaken on 1<sup>st</sup> October and the next WEC meeting is scheduled to take place on 12<sup>th</sup> October 2016.

**16/125**

**NOTE ANY OTHER BUSINESS**

A member drew attention to a local Bus Company, who has changed their timetable without giving prior notice to the public.

The Clerk noted that vehicles appear to be speeding in Mill Lane, which worsens at weekends. This concern has been passed to the Police.

It was also noted that Tesco Bags of Help grant (£5000) has re-launched for Open Spaces or events held on them.

**16/126**

**TO CONFIRM THE DATE, TIME AND PLACE OF NEXT MEETING**

The next meeting will be held at 7:30 p.m. on Monday 17th October 2016 at Wolvey Bowling Club.

There being no other business the Chairman declared the Meeting closed at 9:17 p.m.