

WOLVEY PARISH COUNCIL

MINUTES of the MEETING

Held at 7:30 p.m on

Monday 20th June 2016

At Wolvey Baptist Chapel, School Lane, Wolvey.

MEMBERS PRESENT:

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

IN ATTENDANCE: County Councillor – P Morris-Jones

Parish Clerk – R Atkinson

Parishioners - 1

- 16/031 CHAIRMAN’S WELCOME**
The Chairman welcomed all to the meeting.
- 16/032 TO RECEIVE APOLOGIES FOR ABSENCE**
Apologies were received from Borough Councillor C Pacey-Day.
- 16/033 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
- 16/034 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 13TH JUNE 2016**
PROPOSED by Cllr A Warwick and SECONDED by Cllr E Tomlin
- It was **RESOLVED** that the Minutes for the meeting held on 13th June 2016 be confirmed and signed as a true and accurate record.
- 16/035 TO RECEIVE AN UPDATE FROM THE LOCAL POLICING TEAM**
A Police Report from 12th May – 10th June 2016 was provided by PCSO Bailie-Crabtree, which was read aloud by the Chairman.
- 16/036 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 provided by Borough Councillor C Pacey-Day, which was read aloud by a member.

16/037

PARISHIONERS TIME

A Parishioner questioned why the chequered boards had been removed on Temple Hill.

The Clerk was requested to contact Warwickshire County Council Highways Department.

Concern was also raised over the weight restriction at Bramcote bridge.

16/038

TO DISCUSS AND AGREE THE FUTURE OF THE NEWSLETTER

Members were advised of three quotations for printing 500 colour 4 page Newsletters:

Company A: £214

Company B: £216

Company C: £100

Pending receipt of a further quotation, members AGREED that the decision be delegated to the Chairman.

16/039

TO REVIEW TERMS OF REFERENCE FOR:

i. Wolvey Environmental Group

A Member expressed concern that Wolvey Environmental Group was not undertaking a 'task and finish' project and therefore could not be deemed a Working Party.

Further concern was raised over the legality and safety of this Group.

Advice was sought from the Clerk, who suggested gaining urgent advice from Warwickshire Association of Local Council's and the Council's Insurance Company.

Whilst attention was drawn to areas of concern, a PROPOSAL was made for Wolvey Environmental Group to continue to undertake their scheduled duties whilst advice is being sought.

PROPOSED by Cllr C Nixon and SECONDED by Cllr D Kenrick

A member requested this vote to be recorded.

In favour: Cllrs. R Buswell, C Nixon and D Kenrick

Against: Cllrs A Warwick and J Hawkins

Abstained: Cllr E Tomlin

It was RESOLVED that Wolvey Environmental Group continue to undertake their scheduled duties whilst advice is being sought.

As it was accepted by Members that Standing Orders were not being followed, Cllr A Warwick asked for his objection to the continuation of Wolvey Environmental Group activities to be minuted until advice

is received. Cllr J Hawkins asked that his name was also added to this objection.

ii. Neighbourhood Plan Advisory Committee

PROPOSED BY Cllr R Buswell and SECONDED by Cllr A Warwick

It was **RESOLVED** that the Terms of Reference for the Neighbourhood Plan Advisory Committee be accepted.

16/040 TO CONSIDER AND ADOPT A CO-OPTION POLICY
PROPOSED BY Cllr R Buswell and SECONDED by Cllr E Tomlin

It was **RESOLVED** that the Co-option Policy be adopted.

16/041 TO NOTE GALLIFORD TRY COMMUNITY ENGAGEMENT PLAN AND TO CONSIDER ANY FUTURE PROJECTS
After some discussion, members AGREED for consideration to be given to the grass grids for the Wetland and/or the Christmas Event.

The Clerk is to write to Galliford Try.

16/042 TO NOTE THE NEW PAY SCALES FOR 2016-17
The new pay scales for 2016-17 were noted by Members.

16/043 TO AGREE RENEWAL OF SLCC MEMBERSHIP
PROPOSED BY Cllr A Warwick and SECONDED by Cllr R Buswell

It was **RESOLVED** that the SLCC Membership be renewed at a cost of £131

16/044 TO REVIEW PLANNING APPLICATIONS
Members were advised that the Planning Application for 70 The Square, Wolvey (R16/1019) has been withdrawn.

Members reviewed the below Planning Applications:

R16/1163	Land to the west of Ash Fell
R16/1057	Garden Cottage
R16/1105	Land to the South of and adjacent to The Chalet

Variation of conditions (R16/0154 and R16/0160) in relation to Wolvey Hall were also reviewed.

16/045 TO REVIEW THE RISK ASSESSMENT
Further to reviewing the Risk Assessment, members AGREED that the Internal Auditor's comments must be applied.

16/046 TO DISCUSS AND AGREE AN ACCOUNTING SYSTEM
PROPOSED by Cllr A Warwick and SECONDED by Cllr E Tomlin

It was **RESOLVED** that Excel be used for Accounting purposes.

- 16/047 TO CONSIDER MEETING WITH OTHER PARISH COUNCILS TO DISCUSS RUGBY BOROUGH COUNCIL'S LOCAL PLAN**
It was AGREED that Cllr A Warwick would represent Wolvey Parish Council at meetings regarding Rugby Borough Council's Local Plan.
- 16/048 TO DISCUSS EMAIL CORRESPONDENCE AND CONFIRM EMAIL ADDRESSES**
A member requested that all email correspondence be sent to Councillors agreed email addresses.
- 16/049 TO RECEIVE THE CLERK'S REPORT**
- i. To review all payments made since the previous meeting**
Payments made since the previous meeting totalling £608.60 were reviewed by Members.
 - ii. To present Schedule of Payments for Authorisation**
A Schedule of Payments for Authorisation was circulated to Members prior to the Meeting.

The Clerk advised that there were insufficient funds to pay for the steel beams for the Wetland Bridge due to 2015-16 monies not being carried forward. Members AGREED that the shortfall should be funded from the Unity Trust Account.

Members were also advised that payment would not be made until receipt of invoice.
 - iii. To review Receipts and Payments to Date**
A summary of Receipts and Payments to date was reviewed by Members.
 - iv. To verify the Bank Reconciliation**
Bank Reconciliations are to be verified at the next meeting.
 - v. To provide an update on issues raised at the meeting on 16th May 2016**
The Clerk noted that there had been no response to her emails from either Rugby Borough Council or Warwickshire County Council. Departmental contacts for both Councils are to be obtained.
- 16/050 TO RECEIVE AN UPDATE FROM THE NEIGHBOURHOOD PLANNING ADVISORY COMMITTEE**
An update wasn't provided by the Neighbourhood Planning Advisory Committee.
- 16/051 TO RECEIVE AN UPDATE FROM WOLVEY ENVIRONMENTAL GROUP**
An update was provided by Wolvey Environmental Group.

16/052 TO NOTE ANY OTHER BUSINESS

The Chairman of Wolvey Playing Field Committee advised Members that the RPII inspection had taken place on the play area at the Playing Field and that all new work had been signed off. Furthermore the Committee was complimented on their achievements.

It was requested that the Christmas Event be placed on the next agenda.

Members were advised that Fosse Community Forum is on 16th July 2016.

16/053 TO CONFIRM THE DATE, TIME AND PLACE OF NEXT MEETING

The next meeting will be held at 7:30 p.m. on Monday 18th July 2016 at Wolvey Baptist Chapel.

Cllr E Tomlin leaves the meeting at 10 p.m.

**TO RESOLVE TO MOVE THIS ITEM INTO PRIVATE SESSION
ACCORDING TO THE PUBLIC BODIES (ADMISSION TO
MEETINGS) ACT 1960 s.(2)**

16/054 TO REVIEW THE FINANCIAL RECORDS FOR 2015-16

PROPOSED by Cllr A Warwick and SECONDED by Cllr J Hawkins

Due to 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 10:30 p.m.