

**Minutes of the meeting of Birdingbury Parish Council  
held on Monday 21<sup>st</sup> March 2022 in The Birbury, Birdingbury**

**Present:** Cllrs French, Cutts, Kent and Cllr Mrs Kendell

**1. Welcome.**

Cllr French opened the meeting at 19:32 hrs and welcomed those present.

**2. To accept apologies for absence**

Cllr Preston

It was proposed by Cllr Mrs Kendell, seconded by Cllr French and  
**RESOLVED** to accept the apologies.

**3. Declaration of interest**

None

**4. Representations from the public**

The Chairman of the Birdingbury Club was present at the meeting. He advised the Parish Council; the Club Committee is intending to change the focus of the Club away from being a member's club to being community focussed. To make the most of this opportunity, ideally The Birbury building will be included in the reorganisation of the space available. The Club Chairman will be sending a letter to the Birbury Committee to be considered at their AGM.

**5. Minutes**

The minutes of the Parish Council meeting held on Monday 21<sup>st</sup> February 2022 were agreed as being a true and complete record.

**6. Action Log**

February items were reviewed, and all were closed or on the Agenda.

**7. Reports from County and Borough Councillors**

None

**8. Reports from Councillors**

None

**9. Planning Applications**

**9.1** No planning applications have been received since the last meeting held on 21<sup>st</sup> February 2022.

**9.2 Planning Decisions**

The following planning decisions has been received since the last meeting held on 21<sup>st</sup> February 2022.

Planning Number	Address	Decision
R22/0733	The Old Post Office, Marton Road, Birdingbury , CV23 8EH	Approved

**9.3 Appeals – none**

**10. Financial Issues**  
**10.1 Approval of cheques**

<b>Payee</b>	<b>Amount £</b>
Clerk Salary February 2022	140.89
Clerk Mileage 16-mile round trip, due for May 21, June 21, Sept 21, Oct 21, Nov 21, Jan 21, Mar 21 and meeting on site re new entrance to recreation ground 11.3.22 (16 x 8 = 128 miles @ £0.45 per mile £57.60)	57.60
Clerk - printing costs throughout 2021 - 2023	7.64
HMRC Jan, Feb, Mar 2022	125.00
Communicorp (72 Queens's Platinum Jubilee Commemorative Mugs)	527.23
WALC – Training The Role of Internal Audit	18.00
Bernhard's Nurseries – replacement trees	398.94
Freethought – Birdingbury-pc.gov.uk	120.00
A Dollar – trimming of hedge by recreation ground	180.00

It was proposed by Cllr Cutts, seconded by Cllr Mrs Kendell and **RESOLVED** the payment be made.

**10.2 Bank reconciliation**

The Clerk confirmed she had amended the bank reconciliation from the meeting held on 21<sup>st</sup> February 2022.

The bank reconciliations for 31<sup>st</sup> January 2022 and 28<sup>th</sup> February 2022 were agreed as being correct and signed by Cllr French.

**10.3 Budget Report as at 28.02.22**

Noted.

**10.4 Internal Auditor**

The Clerk advised the Internal Audit fees were correct when the Parish Council first considered appointing a new Internal Auditor in November 2021. The Internal Auditor has now provided the Clerk with an email from the former County Officer of WALC which proposed the rate of £230 for audits within the range £5,001 - £25,000 for the 2021 – 2022 Audit Year. The new Chief Executive of WALC has stated Internal Audit fees are a matter between the Internal Auditor and the Parish Council. The Clerk will raise this difference of opinions with WALC.

**10.5 Tenders for Grass Cutting**

It was proposed by Cllr French, seconded by Cllr Mrs Kendell and **RESOLVED** to award the grass cutting contract for 2022 to Frank Mann Farmers at an agreed cost of £2499.00 + VAT

**10.6 Tenders for new access into the recreation ground.**

It was proposed by Cllr Mrs Kendell, seconded by Cllr French and **RESOLVED** to award the work to Lee Reynolds at an agreed cost of £1360.00 (no VAT).

**10.7 Adoption of revised Standing Orders**

It was proposed by Cllr Mrs Kendall, seconded by Cllr Cutts and **RESOLVED** to adopt the NALC's Model Standing Orders 2018, although it is to be noted the Parish Council will not follow Section 1 (Rules of Debate).

## **10.8 Adoption of NALC Model Financial Regulations**

It was proposed by Cllr French, seconded by Cllr Mrs Kendell and **RESOLVED** to adopt NALC's Model Financial Regulations.

## **10.9 Adoption of Rugby Borough Council's Code of Conduct.**

It was proposed by Cllr Mrs Kendall, seconded by Cllr Cutts and **RESOLVED** to adopt Rugby Borough Council's Code of Conduct.

## **10.10 On-line banking**

The Clerk has circulated details to all Councillors, re online banking requests. All Cllrs to action this and bring the paperwork to the next meeting.

## **11 Highways**

### **11.1 Road Traffic Survey**

The Clerk advised Cllrs the Traffic Survey if undertaken will give information such as the number of vehicles using the road, the speed they were travelling at and the type of vehicle. It will also split the information into percentiles, and it must reach a certain percentile to indicate there is an issue with speeding.

The Parish Council is willing to consider purchasing Vehicle Activated Signs, however the Clerk advised permission would be required from Warwickshire County Council to place the signs on the highway and they will not consider any applications until they have revised and adopted their VAS Policy.

The only other option is for the village to form a Community Speedwatch, they need to have teams of three. Cllr French will put an article in the next edition of Birdsong.

### **11.2 Damage to the verge outside 26 – 32 Main Street**

Clerk to contact WCC Highways to ask if setts can be put in, what the cost would be.

## **12 Queens Jubilee**

Cllr French advised The Birbury Committee will be running a street party. The road closure request for Main Street has been denied. Consideration will be given to other options (Back Lane/Club Car Park)

## **13 Bus Stop and Telephone Box**

It was agreed to monitor the Bus Stop

Telephone Box – the company which supplied the “special” telephone box paint has offered to send someone to look at the flaking paint as this ought not to have happened. They will also look to see if they know of anyone within the area who has experience of refurbishing telephone boxes.

## **14 Annual Village Meeting**

It was confirmed the Council will hold the Annual Village Meeting on Tuesday 17<sup>th</sup> May 2022 at 7.30 pm in the Birbury.

**Actions** – Clerk to provide a list of participants from the last Village meeting.

## **15 Website**

The Clerk confirmed the Parish Council has been given permission to use pc.gov.uk. The new website will be active soon.

## **16 Newcomers to the village.**

None

**17. Items for next Agenda**  
Land after allotment field.

**18. Date of next meeting – 25<sup>th</sup> April 2022**

**Meeting ended 20:43 hrs**

**Signed**

**Date**

DRAFT