**Minutes of Meeting held on Tuesday 19th September 2017**

**at the Birbury, Birdingbury**

**Present:** Councillor Mrs Turner, Councillor Mrs Davy, Councillors Tipton and Preston.

**In attendance:** County Councillor Roberts and Jackie Chapman (Clerk),

1. **Welcome.**

Cllr Mrs Turner opened the meeting at 19:28 hrs and welcomed those present.

1. **To accept apologies for absence**

Cllr Mrs Morton – apologies accepted.

1. **Declaration of interest**

There were no declarations of interest.

1. **Representations from the public**

There were none.

1. **Minutes of the previous meeting.**

It was **RESOLVED** to approve the minutes of the Parish Council Meeting held on 18th July 2017 as a true and complete record.

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

County Councillor Roberts advised the Boundary Commission have visited Rugby Borough Council (RBC), although there is currently no legal requirement for any changes to voting boundaries as all the figures match. The Boundary Commission will calculate the figures and send a report to RBC.

Rugby Borough Council are currently in the process of recruiting to the vacant post of Head of Environment and Public Realm.

Warwickshire Fire Service is now the smallest Fire Service in the country. A Task and Finish Group has been set up to see if it is feasible to have one control room for all of the emergency services in Warwickshire.

Local Community Forums are asking for subjects for discussion, aiming to make the meetings more relevant.

Inclement weather/icy roads – if a road is not passable or frozen and has not been gritted, contact Warwickshire County Council and advise them the road is unsafe, they will come out and grit it.

1. **Reports from Councillors**

Cllr Preston advised the meeting he had cause to contact RBC recently to report fly tipping (tyres) on the Long Itchington Road, they were removed promptly.

**ACTION:** Clerk to write and thank RBC

Cllr Preston – it would be helpful if some of the passing bays along the Long Itchington Road could be filled with gravel, to make/keep them useable.

 **ACTION:** Clerk to send request to Ben Hill at WCC Highways.

Cllr Preston – Village Bonfire. The first meeting has been held. Last year’s bonfire made a surplus of £113, there is now £544 in the bonfire funds. Consequently there will be no increase in the cost of a ticket. The bonfire will take place on 4th November 2017, firewood will be collected the week before. Cllr Preston will complete a Risk Assessment.

 **ACTION:** Clerk to notify emergency services and Insurance Company.

Cllr Mrs Turner – if BPC wishes to take legal advice regarding any changes to the lease on The Birbury, RBC Legal Department will charge £60 per hour.

Cllr Turner advised her husband, Mr L Turner, who looks after the village archive has asked what he ought to do with historic planning applications. It was agreed the applications can be disposed of unless they are of any significance.

Cllr Tipton advised a meeting took place on 5th September 2017, which was open to the all residents to attend to assess the villages desire to undertake a Neighbourhood Development Plan. Approximately 40 people attended, 49 mood cards were submitted of which 39 cards (80%) indicated support for a plan. 17 people have put themselves forward to be involved. Another meeting is planned for 11th October 2017 @ 8.00pm.

**ACTION:** Clerk to put Neighbourhood Development Plan on Octobers Agenda.

**8. Planning Applications**

**8.1** No planning applications have been received.

**8.2** No planning decisions have been received.

**8.3** Appeals – none

**8.4** Cllrs noted Rugby Borough Council are moving to electronic planning notification, paper applications will no longer be sent.

**9 Financial Issues**

**9.1 Approval of cheques**

 It was proposed by Cllr Mrs Davy, seconded by Cllr Preston and

 **RESOLVED** the following payments be made.

|  |  |
| --- | --- |
| **Payee** | **Amount £** |
| Clerks fee September 2017 |  |
| Frank Mann Farmers grasscutting May 02.05.17, 16.05.17 and 30.05.17 | 559.20 |
| Frank Mann Farmers grasscutting and perimeter 18.07.17  | 220.80 |
| Frank Mann Farmers grasscutting 10.08.17 and 29.08.17 | 338.40 |
| Zurich Insurance Annual premium | 575.88 |
| Reimbursement to Cllr Mrs Morton – printing of postcards for Neighbourhood Development Plan meeting | 60.00 |
| Reimbursement to Ms Stevens – web hosting fees 04.08.17 – 04.02.18, additional domain fee 26.07.17 – 26.07.18 | 68.51 |

Cllr Mrs Davy requested the Clerk keep a separate note of any Neighbourhood Development expenditure, so this can be recouped if any Neighbourhood Planning Grants are applied for and received.

**9.2 Bank Balance**

As at 31st August 2017 £3348.63 was noted

**9.3 Budget Report as at 31.08.17**

As per Enclosure C was noted. The Cllrs asked the Clerk to include projected costs in the budget report.

* 1. **Precept payment September 2017**

 The precept payment of £3150.00 was noted.

1. **WCC School Transport Consultation**

It was agreed the Parish Council will submit the following response – Children living in rural areas should not be penalised by the proposed changes to School Transportation. Any loss of school transportation to and from rural areas will ultimately impact upon the viability and sustainability of all villages. There will be a detrimental effect on the environmental as parents will undoubtedly use cars to take their children to school. Families with low incomes may make their children’s educational choices based upon their ability to pay the charges.

 **ACTION:** Clerk to submit the Parish Councils response

**11. No Fouling Signs – Stockton Road**

The Councillors were not willing to support this request as it could lead to a proliferation of no fouling signs without any guarantee the fouling will reduce or cease.

**12. Clerk Annual Review**

Cllr Mrs Turner confirmed she has undertook an annual review with the Clerk and

 It was proposed by Cllr Mrs Turner**,** seconded by Cllr Tipton and

**RESOLVED** the Clerk be awarded one incremental point on the NJC scale, which equates to an additional £32.64 per year extra.

**13. Use of Community Centre in an emergency**

Cllr Tipton confirmed he has replied to Mr Whittle, Emergency Planning Officer, Coventry City Council, Solihull Metropolitan Council and Warwickshire County Council.

**14. Correspondence received and action required**

Noted

**15. Business considered urgent by the Chair**

Cllr Mrs Turner – Birdsong – the village magazine relies on donations/subscription. Cllr Mrs Turner would like the Parish Council to consider making an annual grant donation to Birdsong to assist in defraying some of the costs and if necessary increase the precept slightly to allow for this, on the basis it is a community asset.

**ACTION:** Clerk to put this on Octobers Agenda.

**16. Items for next Agenda**

As noted throughout the minutes.

**17. Date of next meeting 17th October 2017**

Meeting closed 21:40 hrs

**Signed**

**Date**