Minutes of Meeting held on Tuesday 18th October 2016

at the Birbury, Birdingbury

**Present:** Cllrs Mrs Turner (Chair), Tipton (Vice Chair), Preston, Cllr Mrs Davy and Cllr Mrs Morton.

**In attendance:** Jackie Chapman (Clerk),

1. **Welcome.**

Cllr Mrs Turner opened the meeting at 7.30pm and welcomed those present.

1. **To accept apologies for absence**

County Cllr Roberts

1. **Declaration of interest**

There were no declarations of interest.

1. **Representations from the public**

There were none.

1. **Minutes of the last meeting**

It was RESOLVED to approve the minutes of the Parish Council Meeting held on 20th September 2016 as a true and complete record

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

None

1. **Reports from Councillors**

Cllr Tipton, the footpath on Marton Road has been resurfaced, however the layby has not; apparently the lay-by was not part of the contract. This is contrary to what the Parish Council (PC’s) thought would be undertaken following the PC’s meeting with Mr Manhood, Highways Officer from WCC.

* **ACTION- Clerk to contact WCC Highways**

Cllr Mrs Morton the salt bin at the back of the jitty needs filling.

* **ACTION – Clerk to contact WCC Highways and request bin be filled.**

Cllr Morton PCSO Helena Seal has been in contact and will arrange a property marking event as soon as practicable.

Cllr Davy has completed a Risk Assessment for the Village Bonfire and Firework event and completed Rugby Borough Councils Event application form.

* **ACTION – Clerk to send the risk assessment and event application form to RBC.**
* **Clerk to advise emergency service of Bonfire and Firework event due to be held 5th November 2016**
1. **Recreation Ground**

The Clerk advised the hedge bordering the recreation ground on Main Street is due to be laid during November. The remedial work to the slide steps is due to be

undertaken in November.

Annual Playground Inspection – the meeting went through the report and noted the work which needs to be undertaken.

* **ACTION – Clerk to contact Robert Lennon, provide him with a copy of the Annual Inspection report and a schedule of work required. Ask Mr Lennon to provide a quote to undertake the remedial work required and to stain the wooden parts which need staining.**
* **ACTION – Clerk to order a new swing seat.**
1. **Drains**

Warwickshire County Council is still unable to provide a date as to when the work to the drains in Birdingbury will commence. Cllr Roberts has been given the same information.

* **ACTION** - Clerk to seek further clarification from WCC
1. **War Memorial**

Cllr Davy advised the firm which undertook the restoration work the War Memorial is Inspire Conservation Ltd.

* **ACTION – Clerk to contact Inspire Conservation re cleaning fluid.**
1. **Trees on Highway Verges**

Cllr Turner updated the Councillors as to the meeting with the Warwickshire County Council Forestry Officer, which was also attended by the Clerk and Cllr Morton. It transpired Birdingbury is not on WCC’s database and this means the trees on the verges have not been surveyed for a while. The Forestry Officer will undertake a survey and hopefully any necessary work will be undertaken before Spring.

The overgrown bushes on the corner of Back Lane are Highways responsibility.

* **ACTION – Clerk to contact WCC Highways**

The overgrown vegetation outside the fence to 3 The Elms and The Old Orchard, but still inside the original boundary is for the householders to maintain.

* **ACTION – Clerk to liaise with WCC Forestry Officer re outcome of survey and work required to trees around the village.**

1. **Planning**

**Applications –** none

**Decisions -** R/16/1819 8 Back Lane Birdingbury, erection of porch to front elevation and single storey rear extension. **GRANTED**

**Appeals - None**

 **13. Financial Issues**

 **13.1 Approval of cheques**

 It was proposed by Cllr Davy, seconded by Cllr Tipton and **RESOLVED** the following payments be made:

* Clerks Fee – October
* MFM Grass Cutting September Invoice £278.00
* Water Butt Cement £9.81

**13.2 Bank Balance**

The bank balance as at 30th September 2016 was £7,418.49

**13.3 Financial Statement for the Quarter July – September 2016**

The Clerk requested permission to send the Financial Statement of the quarter July – September 2016 to Councillors via email on 19th October 2016. The Financial Statement will be included on the Agenda for the meeting due to be held on 15th November 2016

* **ACTION – Clerk to forward Financial Statement to Councillors and present said statement at the meeting due to be held on 15th November 2016**

**14. Newcomers to the Village**

Marston House, Main Street.

**15. Correspondence received and action required**

The Councillors requested the Clerk provide them with a written list of the correspondence received via post and email for reference purposes.

* **Clerk to provide a list of correspondence.**

**16. Business considered urgent by the Chair** (and not elsewhere on the Agenda)

* **Clerk to contact Rugby Borough Council to establish if the Parish Amenity Verge Cutting Grant is still going to be paid during 2017/2018**

**17. Date of next meeting** – **15th** **November 2016**

Meeting closed 20.48

Signed

Date