

**Minutes of Meeting held on Tuesday 18<sup>th</sup> June 2019  
at the Birbury, Birdingbury**

**Present:** Cllr Mrs Davy, Cllrs Preston, French and Morton

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

**1. Welcome.**

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

**2. To accept apologies for absence**

Cllr Cutts – due to work commitments, Cllr Crane

**3. Declaration of interest**

There were no declarations of interest.

**4. Representations from the public**

No public were present.

**5. Minutes**

**5.1 Minutes of the Annual Parish Council meeting held on 21<sup>st</sup> May 2019.**

The minutes of the Annual Parish Council meeting held on 21st May 2019 were agreed as a true and complete record.

**5.2 Minutes of the Parish Council meeting held on 21<sup>st</sup> May 2019.**

The minutes of the Parish Council meeting held on 21st May 2019 were agreed as a true and complete record.

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

District Cllr Crane was not present at the meeting, however she sent a message to advise Rugby Borough Council's Local Plan has been adopted.

County Cllr Roberts was not present.

**7. Reports from Councillors**

None

**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** Birdingbury Parish Council Planning Protocol

Amendments to the document were put forward; the document will be brought back to the next meeting.

**9. Financial Issues**

**9.1 Approval of cheques**

Payee	Amount £
Clerks fee June 2019 including mileage	
Reimbursement Mrs J Chapman printing/stationary for the period 14.03.19 – 22.05.19	8.12
Frank Moreton Grass Cutting for May (14.05.19 and 28.05.19)	402.00

It was proposed by Cllr Mrs Davy, seconded by Cllr Preston and **RESOLVED** the payments be made.

## **9.2 Bank Balance Reconciliation**

The Bank reconciliation was agreed and signed by the Chair, Cllr French.

## **9.3 Budget Report as at 28.05.19**

Noted

## **9.4 Annual Governance and Accountability Return (AGAR) 2018/19 Part 2**

It was proposed by Cllr Mrs Davy, seconded by Cllr Preston and **RESOLVED** to authorise the Certification of Exemption. As BPC is a smaller authority where the higher of gross income or gross expenditure does not exceed £25,000.

## **9.5 AGAR Section 1 Annual Governance Statement 2018/19**

It was proposed by Cllr Mrs Davy, seconded by Cllr Preston and **RESOLVED** to approve the Annual Governance Statement 2018/2019.

## **9.6 AGAR Section 2 Accounting Statements 2018/2019**

It was proposed by Cllr Mrs Davy, seconded by Cllr Preston and **RESOLVED** to approve the Accounting Statements 2018/2019.

Cllr French, on behalf of Birdingbury Parish Council, thanked Mr Armbrister for undertaking the annual internal audit.

## **10. Highways**

Stockton Road – The Clerk advised the condition of Stockton Road has been logged (ref number FS-case 120565093) remedial work is going to be done to take the hard core out of the holes and replace it with shale. The road will be considered for work as a whole in the future. County Cllr Roberts has advised the Clerk Stockton Road is on the programme for work, it may take a long time for work to be done, but it will be done.

The fly-tipping along the Long Itchington Road has been removed.

## **11. Recreation Ground**

No action required.

## **12. Defibrillator**

There is a small balance of Lottery money left from completing the works. It was agreed by the Parish Councillors the money will be held for maintenance of the box.

## **13. Birdingbury Village Club**

An informal meeting with the Birdingbury Club, Birbury Management Committee and Birdingbury Parish Council is due to take place on 20<sup>th</sup> June 2018 @ 8.30pm.

## **14. Leam Valley Community First Responders**

Sue Waddington & Linda Belgrove from Leam Valley Community First Responders gave a talk on the work they undertake and the services they can provide to Birdingbury.

**15. Birdingbury Grass Cutting Map**

The Clerk advised she has not been able to locate any grass cutting maps. Clerk to check with former Cllr Mrs Turner and Frank Mann Farmers.

**16. Allotments**

**16.1 New Tenancy Agreement required**

The Clerk will obtain an example of an Allotment Tenancy Agreement and Cllr Morton will compare and contrast against the current Allotment Tenancy Agreement. Morton

**16.2 Allotment shed Lintel**

Cllr Morton has arranged to meet Mr Shaler on site once Mr Shaler is back from his holiday.

**17. Warwickshire County Council Policy MCS-10 Underground Coal Gasification Minerals Plan 2018**

The Councillors determined they did not wish to make any comment on this consultation.

**18. Empty RBC Property 4 Back Lane, Birdingbury and removal of mature Ash Trees from the highway verge.**

The Clerk advised she has contacted RBC regarding this property; she has not yet received a reply. The Clerk will forward the query to Cllr Crane if she does not receive a response.

**19. Newcomers to the Village – Welcome Booklet revision**

Amendments were suggested, the booklet will be brought back to the next meeting.

**20. Correspondence received and action required**

Noted

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

The Chair asked for this item not to be included on future Agenda's.

**22. Items for the next Agenda – Planning Protocol, Allotment and Shed, Birbury Club, Back Lane, Section 137 Policy, procedure and application form.**

**23. Date of next meeting 16.07.19**

Meeting closed 21.24 hrs

Signed

Date