

These minutes are in draft and subject to consideration at the meeting of the Parish Council on 23 May 2015. After 30 May, they may be regarded as approved if no amendments have been indicated.

OLD MILVERTON AND BLACKDOWN JOINT PARISH COUNCIL

MINUTES OF THE MEETING HELD ON MONDAY, 11TH. MAY 2015 AT OLD MILVERTON VILLAGE HALL

PRESENT: Councillors J.M.Lander (in the Chair), J.Emmerson, Mrs. L.Keeling and Mrs.A.Kelsey; and County Councillor W.Redford.

APOLOGIES FOR ABSENCE: Councillor C.Davies.

1624. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 23rd. March 2015 were approved, and were signed by the Chairman.

1625. MATTERS ARISING FROM PREVIOUS MINUTES

- (a). The Clerk was liaising with the Police to arrange training for the Speed Gun volunteers.
- (b). The Clerk has received assurance from the Highways Engineer that the damaged Chesford Bridge parapet would be re-instated to its proper Listed standard.
- (c). The Highways Engineer had indicated that it would not be possible for the County Council to level out the highway verges in Old Milverton, so it was agreed that their condition be monitored since the unevenness might mitigate itself with the growth of grass.

1626. OLD MILVERTON VILLAGE HALL

A discussion had taken place with members of Old Milverton Village Hall Committee and a further letter had been received setting out improvement work required, the order of costs for which was £5,000, to which the Parish Council was asked to contribute. After discussion it was unanimously agreed that financial assistance should be offered. It was noted that it was incumbent on the Parish Council to satisfy itself with regard to the Hall's financial position. It was agreed that the Village Hall Committee should investigate and apply to appropriate sources for grants, and subject to the outcome of the applications the Parish Council would decide on the amount of its contribution. The Clerk was asked to respond to the Village Hall Committee accordingly and to point it in the direction of the possible sources of grants.

1527. REVIEW OF PARISH COUNCIL'S REGULATIONS

The Parish Council's Financial Regulations, Risk Management Plan and Internal Audit Procedures were reviewed, and as circumstances had remained unchanged since the previous review in May 2014, it was agreed that these should remain in force unamended.

1528. CONSIDERATION OF 2014-2015 ACCOUNTS

The 2014-2015 Accounts were approved as at Appendix A, supporting bank statements having been made available. The accounts would be displayed on the Parish Notice-Boards for 15 days.

1529. AUDIT OF 2014-15 ACCOUNTS

The 2014-15 accounts were to be audited by Grant Thornton UK LLP of Liverpool. This required completion of the usual Annual Return, which included a statement of the Parish Council's approved income and expenditure records based on the accounts at Appendix A. It also included completion of a Statement of Assurance, to which it was agreed that each question, separately considered, be answered in the affirmative, except that a question on

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Trust Funds was not applicable. The Return was approved for signature by the Chairman and the Clerk ready for submission. The accounts had been audited by Internal Auditor, Mr. N.M.Pratt, to whom grateful thanks were expressed for his assistance in this matter.

1630. WARWICK DISTRICT LOCAL PLAN

The initial hearing preceding the inquiry into the draft Local Plan was under way, scheduled between 6th. and 12 May 2015, at which preliminary issues including the overall housing need was being considered.

1631. OLD MILVERTON AND BLACKDOWN NEIGHBOURHOOD PLAN

The Clerk had submitted to Warwick District Council a fresh application for the establishment of a Neighbourhood Plan based on the amended area of the two parishes, since the boundaries of Old Milverton had been altered. This was the first stage of the process of taking the Plan forward again and it remained to be seen which elements had to be repeated following the application relating to the previous area.

16132 BROADBAND CONSULTATION

The Clerk was in the process of arranging a meeting with a CSW Broadband representative to better appreciate the present position and to ensure that they are aware of the Parish Council's hopes for improvements to the service.

1633. PARISH COUNCIL WEBSITE

The Clerk was asked to arrange a discussion between Parish Councillors to identify further required additions to the Website and to allocate responsibilities for bringing together the details.

1634. PLANNING APPLICATIONS

The following planning applications, previously circulated, were noted:

W15/0102 The Mulberry House, Stoneleigh Road, Blackdown

Erection of two-storey extension to front and side (re-submission of W14/0796 and 1162)

REJECTED by Planning Authority as unacceptable

W15/0160 Quarry Park Disc Golf, Old Milverton Lane, Old Milverton

Erection of single storey clubhouse and demolition of existing buildings.

GRANTED

W15/0232 21 Hopton Crofts, Old Milverton

Erection of first floor side extensions.

REFUSED.

W15/0495 Walcote House, Sandy Lane, Blackdown

Variations of conditions to enable the business unit to be sublet or separately sold off.

OBSERVATIONS: No objection.

W15/0559 Cranford House, Kenilworth Road, Old Milverton

Change of use of Victorian house from offices to single dwelling house.

OBSERVATIONS: No objection.

W15/0590 Brethren's Meeting Room, Sandy Lane, Blackdown

Single storey extension and alteration of car park

OBSERVATIONS: No objection.

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1635. CORRESPONDENCE AND ANNOUNCEMENTS.

(a). Together with other employers the Parish Council was required by law to be registered with the Pensions Regulator. The Clerk had been registered as the point of contact and the staging date for the new procedure was 1st. June 2016. The Clerk was asked to liaise with WALC to appreciate the implications prior to the staging date.

(b). Under the Local Audit Accountability Act 2014 smaller authorities with annual turnover of £25,000 or less were obliged to adopt a Transparency Code with effect from 1st. July 2015. In due course they would have the option to dispense with an annual external audit.

The Code required authorities to publish on its website:

1. All items of expenditure over £100. *We already do this, since each item of expenditure, regardless of its value, is included in the minutes.*
2. End of year accounts. *Again, these are included in the minutes.*
3. Annual Governance Statement. *This forms part of the annual audit return, which the Parish Council approves.*
4. Internal Audit Report. *Again, This forms part of the annual audit return, which the Parish Council approves.*
5. List of Councillors' names (addresses and e-mail addresses do not have to shown); if applicable, the names of committees they sit on and their representation on other bodies on behalf of the Parish Council. *Already on the new web site.*
6. Details of land and building assets. *Not applicable to this Parish Council.*
7. Minutes, agenda and related papers. *We are starting to include these on our new web site*

The introduction of the new web site was timely to cover these requirements.

1636. DEPOSIT OF OLD REGISTERS

It was agreed that the following documents be deposited in Warwick County Record Office:

- (a). Minutes Books 15 June 1964 to 19 April 1978, 17 May 1978 to 28 April 1986, and 19 May 1986 to 11 March 1996.
- (b). Receipt and Payment Book 1964/65-1980/81

1637. APPROVAL OF ACCOUNTS

The accounts listed on the schedule provided to members were approved for payment, which included the following over £100: (a) £128 website expenses; (b) £120 subscription to the Warwickshire Association of Local Councils; and (c) £266.46 2015-16 insurance premium.

1638. MEETING ON SATURDAY 23RD. MAY 2015.

It was agreed that the first meeting of the newly elected Parish Council be held at 11.00 a.m. on Saturday 23rd. May 2015.

Parish Council elections had been held on 7th. May 2015 when Cllrs. Emmerson and Mrs. Keeling were elected unopposed for Blackdown and Cllrs Mrs. Kelsey and Lander and Mr. W. Tansey had been elected from four candidates for Old Milverton. It was agreed that a

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letter of appreciation be sent to Cllr. Cliff Davis for his recent contributions to the operation of the Parish Council.

1639. ITEMS FOR NEXT MEETING

It was agreed:

(a). that the possibility of replacing with sets the small area of scuffed grass verge on which cars were parked, on the south west side of Old Milverton village be investigated.

(b). that the depositing of timber from a felled tree in Stoneleigh Road, Blackdown be monitored.

(c). that planning queries be followed up concerning installations at Quarry Farm and Prior House, Old Milverton Lane.

(d). The situation regarding the re-installation of road signs at Stoneleigh Road, near the traffic roundabout be queried again.

1640. REVIEW OF CLERK'S SALARY

The Clerk was absent for this item. The salary of the Clerk was considered and it was resolved that it be increased from £2,000 to £2,100 with effect from 1st. April 2015.

1641. PUBLIC PARTICIPATION

None.

CHAIRMAN

