

OLD MILVERTON AND BLACKDOWN JOINT PARISH COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING HELD ON MONDAY, 16TH. MAY 2022, 8.00 P.M. AT OLD MILVERTON VILLAGE HALL

PRESENT: Councillors J. Emmerson (in the Chair), Rachel Pope, M. Rayner and W.M.O.Tansey; County and District Councillors W. Redford and W.L.Gifford; and District Councillor Sidney Sison.

2173. APOLOGIES FOR ABSENCE Apologies for absence were received from Councillor Mrs. L. Keeling; and District Councillor Caroline Gifford.

2174. ELECTION OF CHAIRMAN It was unanimously agreed that Cllr. Emmerson be re-elected Chairman.

2175. ELECTION OF VICE-CHAIRMAN It was unanimously agreed that Cllr. Tansey be re-elected Vice-Chairman.

2176. MINUTES OF PREVIOUS MEETING The minutes of the meeting held on 4th. April 2022 were approved, and signed by the Chairman.

2177. MATTERS ARISING FROM PREVIOUS MEETING (a) .The latest details of the projects selected for funding by the CIL income were approved and are summarised at Appendix A. It was agreed to add to this list the installation of a wayside bench at the Stoneleigh Road – Bericote Road triangle near the Jubilee Oak.

(b). County Councillor Redford was in the process of ascertaining when the traffic speeding and counting equipment was to be installed.

2178. AUDIT OF 2020-21 ACCOUNTS It had been agreed that the 2021-22 accounts should be subject to External Audit.

(a). The accounts had been audited by Internal Auditor, Mr. N.M.Pratt, who had completed the Annual Internal Audit Report 2021-22, to whom grateful thanks were expressed for his assistance in this matter.

(b). Approval was given to the Annual Governance Statement 2021-22 which entailed answering each question in the affirmative, except one on Trust Funds which was not applicable. This was done and duly signed by the Chairman and the Clerk

(c). Approval was given to the Accounting Statements 2021-22 entailing a statement of the Parish Council's approved income and expenditure records based on the accounts at Appendix B approved under minute no. 2178(d). This was duly signed by the Chairman and the Clerk.

(d). The Annual Accounts for 2021-22 were approved as at Appendix B.

(e). An Analysis of Variances, Bank Reconciliation and Notice concerning exercise of public rights would be issued.

2179. ADDITIONAL CIL FUNDS The Clerk reported that the Parish Council had received £7,500.00 CIL funding from the development at Jephson House, Stoneleigh Road, Blackdown, which was the extent of its entitlement for 2022-23 but could expect to receive a further £7,500 in 2023-24 then a further amount in the next financial year until the fund was used up - all depending on the official number of residences in the Parish, which was still under review. The likely figures recorded in the minutes of the Parish Council of 4th.April 2022 (min. no 2163) could be disregarded as based on dwellings before the latest boundary changes by the District Council.

2180. SOUTH WARWICKSHIRE LOCAL PLAN Ridge and Partners had been appointed to represent the Parish Council in dealing with the South Warwickshire Local Plan who had advised that it was not necessary to express its opposition at present to proposals affecting its area, but there would, nevertheless, be advantages in doing so since it might help to emphasise the Parish Council's opposition to the proposals.

2181. TRANSFERRING THE BANK ACCOUNTS TO UNITY TRUST BANK Confirmation had been received from the Unity Trust Bank that an Instant Access Account and a Unity Current Account had been opened in the name of the Parish Council and that it remained to agree a date for the hand-over - likely to be in some four to six weeks' time.

2182. CORRESPONDENCE AND ANNOUNCEMENTS (a). The Clerk had contacted the Forestry Section of Warwickshire County Council, expressing the hope that the requested tree planting would be put in hand for Stoneleigh Road in the coming planting season, and their response was awaited. The Forestry Section had already been requested to inform the Parish Council if any financial contribution would help.

(b). A site meeting had been held between the Highways Engineer, Cllr. Mrs Keeling and the Clerk to discuss much-needed work in Stoneleigh Road to reinstate the verge footpaths, some of which had become impassable in places and it was hoped that the necessary remedial work would be put in hand soon.

2183. ARRANGEMENTS FOR 2022 ANNUAL PARISH MEETING Arrangements for the Special Annual Parish Meeting on Monday, 17th. October 2022 were very briefly discussed: it was agreed that the format be the same as for 2021 with wine and cheese provided and that its further content be discussed at the next meeting.

2184. PLANNING APPLICATIONS (a). The following were noted:

W21/0924 Pear Tree Cottage, Stoneleigh Road, Blackdown Demolition and replacement with new dwelling and associated works. An explanation had been received from the Planner to justify their findings with which some issue had been taken, which was not regarded as a full explanation, but it was decided not to pursue the issue further, since the Planners would already be aware of how the Parish Council viewed the matter and to take it further might result in a long string of exchanges.

(b). A response was still awaited from Planning Enforcement concerning the present use of Quarry Park, Old Milverton Lane, although the Chief Planning Officer had been asked to expedite the matter. Fuhrer help had therefore been sought from the Chief Executive and it was agreed that, as necessary, Ridge and Partners be asked to consider the case and to pursue it with the Planners.

(c). The following observation was noted:

W22/0051 New Farm, Kenilworth Road, Blackdown: Demolition and erection of replacement with garage and associated works. Withdrawn

2185. APPROVAL OF ACCOUNTS The payments specified in the schedule, including £283.36 for the Parish Council's insurance premium for 12 months from 1st. June 2022 were approved for payment and the cheques were signed directly following.

2186. ITEMS FOR FORTHCOMING MEETING Reminding the District Council about keeping to the grass-cutting schedules

2187. BUDGET COMPARISONS AND COMPARISON WITH BANK BALANCES Balances as at 31st. March were verified by one of the Parish Councillors.

PUBLIC PARTICIPATION None

CHAIRMAN

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APPENDIX A

**CIL INCOME FROM THE DEVELOPMENT OF "BLACKDOWN", OLD MILVERTON LANE
PROJECTS TO BE FINANCED**

INFORMATION BOARDS AT FOOTPATHS ENTRANCES Cllr. Pope was still considering their content and a suitable supplier for the signs. It would be necessary to prepare a report for Leamington Town Council where the boards would be in its area so as to seek formal approval of the arrangement and we would be responsible for maintenance and insurance.

It had been hoped to install litter bins near all or some of the boards for which the District Council had set out specification. If their locations were approved the District Council would arrange for their emptying at the same times their own nearby bins, for which the cost per annum for emptying in 2022/2023 would be: daily £592.74; three times a week £21.73; twice a week £175.28; and weekly £92.01; the cost was likely to increase.

BLACKDOWN ROAD SIGNS The Highways Authority had been asked to provide an estimate for provision of two signs along the Stoneleigh Road, for which £500 had been paid for offsetting against the cost of the job or for retention by the Authority if the job did not go ahead.

FEASIBILITY FOR BLACKDOWN ROUNDABOUT – OLD MILVERTON FOOTPATH WITHIN THE GRASS VERGE
Cllr Emmerson had instructed Sustains of Bristol to start work on the feasibility, in cooperation with Steven Rumble in the Highways Office.

WAYSIDE BLACKDOWN BENCH AT STONELEIGH ROAD – BERICOTE ROAD TRIANGLE. This was an addition among the initial suggestions and now requested by Cllr. Mrs Keeling. The triangle of land on which the Blackdown Jubilee Oak was planted was highway land, so permission would have to be sought for the installation to ensure it did not interfere with any existing installation. It was intended that the bench be installed on flag stones and secured to the ground. The Financial Regulations stated that three quotations or more should normally be obtained for purchases between £500 and £3,000 (Ref. 11.1.i) unless for goods or materials proposed to be purchased which were proprietary articles sold only at a fixed price. In this case, the bench would be specified from a catalogue or similar and would therefore fall in to the this category (ref 11.a.vi) so three quotations would not be necessary.

EXTENT OF FUNDING Taking into account all tfour projects, the Footpath Feasibility Study would probably be used up before the project was completed, but CIL funding from the Jephson House development could then be used to top up to the required amount.

The funds have to be spend by 7th. October 2024

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APPENDIX B

OLD MILVERTON AND BLACKDOWN JOINT PARISH COUNCIL
Summary of Receipts and Payments for year ended 31st. March 2022

2020-21	RECEIPTS	£	2020-21	PAYMENTS	£
7500	Precept	7500	2675	Clerk’s salary	2775
28	Bank Interest	5	764	Administration	610
	VAT refund	181	254	Insurance premium	257
			15	Hire of meeting venue	60
			264	Subscriptions	392
			50	Internal Audit Fee	50
				Sth Warks Local Plan Prof Advice	750
				Car Park plant barrels	65
				Zoom fees	60
			157	Website administration	244
				New bank charges	22
			500	OM Village Hall grant	
				Unity Bank trans	1000
				*Tidy Day 23.9.21 exps	25
				*Jubilee Event 5.5.22 exps	200

<u>17,768</u>	<u>7686</u>	<u>5</u> VAT on Payments	<u>197</u>
		4684	6707

* in accordance with Section 137(4) (a) of the Local Government Act 1972

Receipts and Payments Summary

		£	
Add	Balance brought forward 1 st . April 2021		80848
	Total receipts		7686
Less	Total payments		<u>-6707</u>
			<u>81827</u>
	These cumulative funds are represented by:		
	Current Account balance 31st. March 2022		32980
	Deposit Account balance 31st. March 2022		<u>51034</u>
			84014
	100909,-916,-917,-919,-921,-922 to -927 , Mar 2022 bank charge @ £5		<u>-2187</u>
			81827
	Less CIL funding - ring-fenced for special recording		<u>7130</u>
	Therefore General Fund balance		74697

Signed _____
 Jamie Emmerson, Chairman

 Graham E. Cooper Responsible Financial Officer

Notes:

ASSETS

Assets are defined as land and buildings, and plant and equipment with a significant value in relation to the Parish Council's financial activities

At 31st. March 2021 the following assets were held:

Old Milverton notice board	1,413	The basis of the value of these assets are based on the original purchase price
Blackdown notice board	1,413	
Bench on Old Milverton Village Green	710	
Old Milverton Village Green Jubilee Plaque	445	
Blackdown Jubilee Plaque and Tree	260	
Old Milverton Plant Barrel	45	
Old Milverton "Old Village Pound Site" notice	184	
2 plant half-barrels at Car Park entrance	<u>80</u>	
	4,550	

May 2022

Annual Summary of Accounts 2021-22