

BAGINTON PARISH COUNCIL (BPC)
MINUTES OF THE ORDINARY MEETING HELD ON
THURSDAY 4th May 2017 AT THE VILLAGE HALL, BAGINTON.

PRESENT:

Councillor	Julie Keightley	Chairman
Councillor	Walter Bush	
Councillor	Roger Horsfall	
Councillor	Rob Newman	
Councillor	Robert Taylor	
Councillor	Steve Williams	

Clerk	Phil Clark.
Public	4 members of the public were present.

The Chairman opened the meeting at 7.36pm, immediately following the Annual Meeting.

1141. DECLARATIONS OF INTEREST & APOLOGIES

1141.1 Declarations of interest were sought and none were declared.

1141.2 The following had apologised:

- County Councillor	Wallace Redford
District Councillor	Pam Redford
District Councillor	Nick Harrington
Councillor	Chris Goodwin
Councillor	David Hewer
Councillor	Nigel Thomas

1142. MINUTES OF LAST MEETING.

1142.1 Minutes of the Ordinary Meeting on 6th April 2017, having been circulated, were approved without amendment. Proposed by Councillor Keightley & seconded by Councillor Horsfall.

1142.2 The minutes of the Annual Assembly on 13th April, having been circulated, were approved without amendment. Proposed by Councillor Keightley and approved by Councillor Horsfall.

1143. REPORT FROM COUNTY COUNCILLOR WALLACE REDFORD

1143.1 Councillor Wallace Redford had apologised prior to the meeting and had nothing to report.

1144. REPORTS FROM WARWICK DISTRICT COUNCILLORS

1144.1 Councillors Pam Redford and Nick Harrington had apologised prior to the meeting and had nothing to report.

1145. PUBLIC PARTICIPATION PERIOD.

1145.1 Prior to the meeting, a member of the public representing the Lucy Price Schoolroom Charity, had supplied draft plans for 2 homes to be built on the current Lucy Price Sunday Schoolroom site along Church Road. Prior to submitting the plans to WDC, the member of the public wanted to receive any comments from the Parish Council and asked if a letter of support could be issued. The Council were happy with the plans and Councillor Keightley proposed a letter of support, seconded by Councillor Horsfall and carried by show of hands. **Clerk to action.**

1146. POLICE AND NEIGHBOURHOOD WATCH MATTERS

- 1146.1 The Neighbourhood Watch Coordinator had requested a monthly fuel allowance to cover the cost of patrolling the village. Councillors considered the request, but declined it, suggesting that current Neighbourhood Watch schemes should be more associated with communication, information and support, rather than physical patrolling. **Clerk to contact Coordinator.**
- 1146.2 The April Safer Neighbourhood Team Newsletter had been circulated on 25th April, with no new incidents reported in Baginton.
- 1146.3 The Clerk confirmed that he had signed up for the Community Messaging Service in order to continue receiving Police Newsletters.

1147. BAGINTON EVENTS COMMITTEE UPDATE

- 1147.1 The Events Committee AGM took place on 18th April **(minutes attached).**
- 1147.2 It was noted that the next film night had been rescheduled to 23rd June.
- 1147.3 Party in the Park is scheduled for 8th July.
- 1147.4 The Big Lunch event is scheduled for 11th June.

1148. AIRPORT MATTERS

- 1148.1 Councillor Horsfall confirmed there were no airport issues to discuss.

1149. PLANNING**1149.1 The following planning decisions were received since the last meeting.**

None received.

1149.2 To note applications awaiting WDC decision.

- i. W/17/0038 – Retrospective application for installation of a loading bay, In Transit, Bubbenhall Road, Baginton. Circulated to Councillors on 24th January, **NO OBJECTION** reported 3rd February.
- ii. W/17/0366 – Outstanding Reserved Matters (Condition 1) in relation to application W/13/1763 (Granted March 2014), circulated to Councillors 9th March. **NO OBJECTION** reported 29th March.

1149.3 New planning applications & other planning matters received since the last meeting.

- i. W/17/0608 – Variation of conditions 20 and 21 – open storage on the site – Land at Siskin Parkway West, Middlemarch. Circulated to Councillors on 12th April. **NO OBJECTION** reported on 25th April.
- ii. W/17/0629 – Erection of single storey side and rear elevation. No. 10 Coventry Road, Baginton. **NO OBJECTION** reported 27th April.

1150. NEIGHBOURHOOD and LOCAL PLANS

- 1150.1 A meeting is to be held between WDC and representatives of the Neighbourhood Plan group on 8th May to finalise the Neighbourhood Plan documents before an independent inspector is appointed. Councillor Taylor to attend.
- 1150.2 Our letter to the Planning Inspectorate regarding the WDC Local Plan Examination had received a response that indicated no abnormal practices were being employed in the examination process. Councillor Bush indicated that CPRE had received a very similar response and that they were not currently pursuing any other actions in relation to the matter.

1151 HIGHWAY MATTERS.

1151.1 Summary of known Highways issues, by area.

1. Matters reported previously and awaiting action

- Church Road – Review to be undertaken
- Bubbenhall Road (at stables) – Deep ruts at roadside
- Bubbenhall Road (at stables) – missing hedge and fence following an accident.

2. Areas with no reported issues (alphabetical) at date of meeting.

- Andrews Close
- Bosworth Close
- Bubbenhall Road (main road excluding area at stables & Oakey Hill)
- Coventry Road
- Frances Road
- Friends Drive
- Kimberley Road
- Hall Drive
- Holly Walk
- Mill Hill
- Mylgrove
- Oak Close
- Roman Way
- Rowley Road
- Stoneleigh Road
- Underhill Close

1151.2 Following observations from the public at the last meeting, volunteers cleared 6 of the 8 drains along Bubbenhall Road and Oakey Hill on 8th April. Two compacted drains along Oakey Hill and one on Coventry Road were reported to WDC on the same day.

1151.3 Fly-tipped material at the top of Friend's Close was reported on 11th April and was cleared a few days later.

1151.4 Extensive marking of road defects throughout the village was undertaken on week commencing 10th April.

1151.5 The WDC Drain Cleaner was seen operating in the village on 21st April and cleared the blocked drains on Coventry Road and towards Oakey Hill.

1151.6 The grass was cut by WDC during the week commencing 10th April and again the week commencing 24th April.

1151.7 The broken man hole cover outside Greenthatch was replaced on 26th April.

1152. OPEN SPACE.

- 1152.1 Rabbits & moles on the Millennium Field require no intervention. **Councillor Horsfall to monitor.**
- 1152.2 Councillor Horsfall reported that the burnt patch on the Millennium Field where the last bonfire had been positioned was being dug up by unknown animals.
- 1152.3 Councillor Horsfall confirmed that he had spoken to Baginton Lions FC regarding storage of their goalposts between the storage container and Smithy. The Football Club are looking at options. Councillor Williams suggested that the storage on the other side of the container might be better so the gate does not hit the Smithy when opened. **Councillor Horsfall to suggest to FC.**
- 1152.4 The Baginton Lions FC had requested installation of an electricity supply to their storage container. The Clerk had reported that a fixed supply would invalidate the Parish Council's lease with Coventry City Council. Councillor Horsfall asked if an external socket could be fixed to the outside wall of the Smithy which the Football Club could use via an extension cable as required. Councillor Williams reminded those present that the Smithy is a listed building and an external fixing would alter the appearance, while Councillor Bush reminded those present of practical difficulties and safety issues with the suggestion. After due consideration, the request was declined. **Councillor Horsfall to report to FC.**
- 1152.5 Councillor Bush reported that the installation of the Millennium Field gates had gone well. It was agreed that 4 sets of padlock/bollard keys should be available and it was agreed who should hold each set. Councillors also agreed that further chains should be bought for the gate hinges, protective sleeves should be bought for the bollards, a number of the old gate post should be moved to form part of the perimeter fencing, new timber fencing should be installed between the hedge and gates and that the new dog waste bin should be sited close to the current bin. Additional concrete at the pedestrian entrances and bark chippings in front of the gates were also agreed. Councillor Bush agreed to continue as project manager.
- 1152.6 Councillor Taylor congratulated Councillor Bush on his project management skills. Other Councillors agreed.

1153 GRANTS – There were no grant matters to be discussed.

1154. HOUSING & GENERAL MATTERS – There were no housing matters to report

1155. FINANCIAL MATTERS.

a.	To advise Bank balances as at 26/04/2017	
	HSBC treasurers (community) account: -	£ 3377.05
	HSBC savings (BMM) account: -	£ 25626.11
	Total.....	£ 29003.16

Data as of 1st April 2017.

Ring fenced Monies	£1330.29
Committed Funds (Budget, L'Price, M'Field, N'Plan)	£10100.00
Underlying Council Reserves.....	£10248.84

b. To confirm items for payment:-

	Value	Cheque No.
Clerk's net salary for previous month (£335.91 Gross)	£346.05	101859
WALC Subscription	£234.78	101860
Peter R Thompson Invoices 1001 & 1013	£539.02	101861
Peter R Thompson Invoices 1012 & 1014	£539.02	101862
Came & Company (Hiscox Insurance)	£959.58	101863
Mrs A Bush (Field gates)	£726.20	101864
Mr Trevor Thompstone (Internal Audit)	£100.00	101865
Cheques not cashed – 101856 (secure-a-field)	£2094.00	
Cash needed in Community Account (Inc Un-presented cheques)	£5538.60	

- c. The Finance Committee met the Clerk on 18th April to review the financial records and were satisfied that adequate systems were in place.
- d. The internal audit was completed with Mr Trevor Thompstone on 29th April. No issues were identified, but Mr Thompstone suggested the production of a Financial Risk Assessment. **Clerk to action.**
- e. The WDC 1st Payment of precept & concurrent services (Total £8561.00) was received on 26th April and is included in this financial statement.
- f. The Annual Governance Statement of the Annual Return was approved, proposed by Councillor Keightley, seconded by Councillor Taylor and approved by show of hands.
- g. The Accounting Statements of the Annual Return was approved, proposed by Councillor Keightley, seconded by Councillor Taylor and approved by show of hands.

1156. CONSULTATION DOCUMENTS.

1156.1 The response to our letter to the Planning Inspectorate was circulated to Councillors on 29th April.

1157. BROCHURES AND DOCUMENTS available for perusal at meeting.

- i. CPRE Countryside Voice – Spring 2017.
- ii. OUTLOOK magazine – Spring 2017.

1158. ANY OTHER BUSINESS.

1158.1 Baginton Emergency Plan – The plan was approved following amendments received previously. No new amendments were requested. **Clerk to issue.**

1158.2 Councillor Williams asked about the £1330 of ring fenced monies that are held for clubs or charities that are no longer active within the village. What should happen with it? **Clerk to enquire.**

1159. The meeting closed at 8:20pm.

1160. DATES FOR YOUR DIARY.

Next Parish Council Meeting: **Thursday 1st June 2017** at 7.30pm in Baginton Village Hall.

Baginton Events AGM Minutes

Attendees:

Val Daly (VD), Gayle Goodwin (GG), Rheba Horsfall (RhH), Roger Horsfall (RH), Julie Keightley (JK), Della Thomas (DT), Nigel Thomas (NT),

Apologies: Alan Brown (AB), Brenda Brown (BB), Rob Newman (RN), Sue Williams (SW),

1-3 Appointments – By nomination and show of hands

Chair - Gayle Goodwin
 Treasurer - Rheba Horsfall
 Secretary - Rheba Horsfall

4 Terms of Reference

The Terms of reference still adequately describe the functions of the Committee and were accepted.

4.1 Constitution No changes

5 Minutes of last meeting, matters arising, and matters relating to recent and upcoming events

Toilets RH still to contact Brandon Hire

JLR have been invited to acts meeting – as yet no response, **NT** to contact **SOUND** Need to have a meeting with Millsy before the acts meeting. **GG to arrange, Ice Cream Van** awaiting from **RN**

Tickets The Oak has sold 30 tickets and RhH received £12 from JK (Shop). £55 also received from AB (£11 shortfall as sold at £5!)

Advertising GG now has all leaflets, posters, flyers, correx boards and banners.

All village outlets (Oak, RBL, Smith's) have tickets, posters and flyers.

Posters & flyers are at Russell's, Gillian Bennett Hair (Fenside), Nicholl's (Baginton Road Butcher)

Posters & flyers were taken by those present to put in other outlets i.e. Library, Cheylesmore Electrics & workplaces etc

GG to send electronic versions to all members

Correx boards to be put in place in the first week of June. **CG GG RH NT to go out in the Baggie Bus one evening.**

Airport Lights confirmed

Barn Dance (16th September in the Village Hall) Numbers limited to 60 (ish). **NT to design tickets/poster** – cowboy themed dress. Various types of food were discussed (pulled pork / curry / sausage & Mash). **GG to circulate the different costs so that a final decision on menu / ticket price can be made.**

Film Night The next screening is Dad's Army (28th April) and Brasses Off has been booked for June 30th. No screenings in May (school holiday), July + August.

Big Lunch 11th June on the Millennium Field. **JK to put in Newsletter and RhH to produce flyers to circulate around the village.**

Bonfire site There were differing views on the amount of work involved in taking up / replacing turf. An area of 'synthetic grass was also suggested. **RH to do some investigating.**

Bank Debit Card RhH has requested one card up to the value of £1,000. Will be used for bank deposits and PITP toilet deposit (!!!!!!!)

Millennium Field Gates Installation of new gates has started and Walter Bush is co-ordinating a group of volunteers at the different stages. Concrete is being delivered on Saturday and BE has been asked to pay for this via BACS (accepted). **Many thanks to all those involved in this project.**

Millennium Field The Baginton Lions Football club is not getting a new mower. Robert Thompson will continue to cut the field with RH going over the pitch lines with his mower necessary when to enable line marking. Justin Watt is in talks with Gavin (Smithy) about putting a gate in the fencing between the Smithy + the container so that the large goal posts can be secured in that space. A request for an electricity supply into the container would be in breach of the agreement with Coventry City Council but an extension lead from the Smithy could be used. **RH** to relay info to **JW**

Monty the Jester is unavailable at the time of PITP but will suggest another entertainer (not Wizardy Woo!!)

Risk Assessment – RhH to update

Stage Lighting RN has a few more calculations to make but thinks that extra equipment could be in the region of £400. Awaiting more details from RN on what is included in those costs.

6 Finance



		<u>Cash</u>	<u>Bank</u>	<u>Total</u>
Balance at	31.03.17	£1,030.77	£10,947.45	£11,978.22
<u>INCOME</u>				
Ticket Sales for screening of Florence Foster Jenkins		£127.00		
Snack sales (FFJ)		£21.00		
PITP Ticket sales		£55.00		
<u>EXPENDITURE</u>				
Live & Local screening of Florence Foster Jenkins			-£150.00	
PITP Advertisement in Bubbenhall Newsletter			-£25.00	
balance at 18.04.17		£1,233.77	£10,772.45	£12,006.22
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	PITP Predicted spend			£9,157.93
	Field gates (for discussion)			£1,000.00
	Overall Cinema cost			-£35

7 AOB None

Meeting closed at 8.15pm

Date of Next meeting : 7.30pm 16th May @ RBL club : Followed by PITP Acts Meeting