

Minutes of the Meeting of Brinklow Parish Council
Held on
Thursday 8 March 2018; 19:15 Hours at Brinklow Community Hall

Present: Cllr D Lowe (Chair) Cllr J Boonham
Cllr E Friswell Cllr M Lavin
Cllr V McBay Cllr J Reid
Cllr A Gillias (RBC) P Creek (Clerk)
Eleven members of the public.

1. Apologies received and noted. None.

2. Declarations of interest. None

3. Interactions with Borough and County Cllrs.

3.1. RBC grants were stated to be closing for applications at 12 noon on 9 April; applications online.

3.2. Local Plan. BPC reiterated its' declaration made at the meeting on 8 February; representatives of BPC will speak at the meeting with RBC on 17 April.

4. Minutes of the last meeting. Deemed accurate and signed by the Chair.

5. Planning applications.

5.1. 50 Broad Street. Discussed.

6. Accounts.

6.1. Payments approved for payment.

		All sums are in £s Sterling	
P Creek	Salary, expenses, arrears	Chq no: 1870	591.88
WALC	Training	Chq no: 1871	30
Main Line Timber	Lyche gate timber	Chq no: 1872	1123.82
Godfrey-Peyton	Castle site rent (6 months)	Chq no: 1873	180
J Reid	Lengthsmen expenses	Chq no: 1874	252.77
HMRC	Withheld income tax	Chq no: 1875	332.60
Lakeside	Grass cutting	Chq no: 1876	140
Cancelled cheque		Chq no: 1877	
J Boonham	Neighbourhood plan buffet	Chq no: 1878	143.93
Wildlife Trust	Survey	Chq no: 1879	600

6.2. Business Reserve Account sheet no 221 had been emailed to members prior to the meeting.

7. Reports of associated meetings.

7.1. Warwickshire Archaeology came to speak to the Neighbourhood Plan Group subcommittee.

7.2. There was a presentation to the Neighbourhood Plan Group, by Warwickshire Wildlife Trust, about a recent survey.

8. Continuing minutes.

8.1. Cemetery. The cemetery agent had recently attended a seminar on Cemetery Management and Compliance which was organised by WALC.

8.2. Playing field. Two companies have inspected the drainage system on the field and submitted their quotations. A third quotation is being sought and a site meeting is taking place next week.

Action: DL, JR.

8.3. Grant funding.

8.3.1. The lottery is being investigated as a possible source of grant funding for the playing field drainage scheme.

Action: VM.

8.3.2. Groundworks, the source of previous grant funding to BPC, are advertising for applications for grants

Action: JB.

8.4. Communications with the Parish. Round the Revel copy to include annual litter pick date Saturday 14 April, Neighbourhood Plan (call for volunteers to help with the Plan), the Supported Villages Scheme and the school crossing vacancy.

Action: JB.

8.5. Neighbourhood Plan.

8.5.1. The last £2450 of funding has been received. This will cover the costs of the wildlife survey, Heritage Day and the meeting on 24 March.

8.5.2. The results of the survey of Brinklow residents are being analysed. There will be a meeting on 24 March to present the results of the analysis to the community.

Action: DL, JB.

9. Great Balance; pedestrian access and parking. There is a perceived lack of dropped kerbs in Great Balance. A survey will be undertaken, by BPC, prior to approaches being made to RBC and WCC over the matter.

Action: All Cllrs.

10. Traffic survey. Reported to be imminent with the associated equipment having been installed.

11. Green Lane. The stable site is now being worked on. WCC has advised that the contractor is in possession of an E50 certificate and, as such, the damage to nearby grass is allowed. Cllrs will speak with the contractor and ask that the damaged verges are reinstated on completion of the works. This will be followed up with a formal letter to the contractor by BPC.

Action: JB, JR, Clerk.

Action will be taken to ensure that debris is cleared from the road.

Action: ML.

12. Clerk's Pension. At the advent of 'Auto-enrolment' BPC set its' contribution rate at 4% which was above the minimum requirement. The minimum employer contribution rate, mandated by the government, is set to rise; however, the 4% contribution currently paid by BPC is still in excess of the statutory minimum for the forthcoming year. Therefore, BPC's contributions will not rise but were ratified at 4% for the forthcoming year.

13. Planning Application Process. It was resolved to align BPC's responses to planning applications with WALC best practice procedures. Accordingly, a subcommittee will be formed which will consider planning applications as they are received. The results of the subcommittee's deliberations will be forwarded to the Clerk for formal submission to RBC Planning Department as needed.

Action: All Cllrs, Clerk.

14. Register of Assets. The Clerk explained that the assets which need to be reported for audit comprise the cemetery and playing field only. These were valued, historically, at £108,000.02. The external auditor advised that this figure should not change; viz no yearly marking down in value.

BPC has decided to look at compiling a list of disposable assets, Clerk's laptop for example, for internal use.

Action: All Cllrs.

15. Defibrillator Training. The council resolved that a training session should take place for interested villagers.

Action: DL.

The meeting concluded at 20:35.

Next meeting: Thursday 12 April 2018, 19:15 in the Community Hall.

Phil Creek. Clerk to Brinklow Parish Council. Tel 07767 380696