

BRINKLOW PARISH COUNCIL
Minutes of the Extraordinary Meeting of the Council
Held in the Community Hall on 12th April 2022

Present: Councillor J Reid (Chairman)
Councillor T Heenan
Councillor S Love
Councillor I Currington
Councillor S Brown
Councillor M Lavin
J Boonham
D Lloyd (Clerk)
Neil Millard
8 Members of the public

1. Apologies.

Apologies were received from Councillors Heather Timms, Tony Gillias and Adrian Warwick who were unable to attend due to other commitments.

2. Declarations of Interest.

There were no declarations of interest made.

3. Minutes of the last meeting.

RESOLVED That the minutes of the meeting held 10th March 2022 be approved and signed by the Chairman as a correct record for the proceedings.

4. Comments, Questions or Suggestions made by Members of the Public.

- Asked why this was called an extraordinary meeting Chairman John Reid explained this is simply because it had been changed from its usual day and the date had not been decided at the last meeting.
- Jeanette Lomas informed the councillors that she had submitted a request for some funds for gardening equipment for Pocket Park to the Clerk which will be put onto the next agenda. For security on the green a combination padlock will be fitted. There will be a Queens Jubilee meeting on 13th April and asked if it would be possible to purchase a Jubilee flag for the memorial (to go onto the next agenda). It was mentioned that a coronation crown is being prepared for the memorial. It was also noted that the Christmas Market will be on 3rd December and Jeanette requested that trees and lights are put up prior to that date.

CLERK TO ACTION Items to be added to next Agenda

5. District and County Councillor Reports for Information.

None of the District and County Councillors were able to attend the meeting due to the change of day which clashed with prior commitments. The Councillors asked to be kept informed of anything that involves them or if any help is needed.

6. Report by Cemetery Agent

Jennie read out her report to all present detailing that a plot has been reserved and paid for, the tilted memorial mentioned at the last meeting has now been made safe by the grave digger, who was paid direct by the family, and a letter of authority has been provided to the Pest Control company so that the work can proceed. Jennie asked for the lengthsmens help with filling in the holes in the cemetery and replacing the reserved posts which have disintegrated. The Institute of Cemetery and Crematorium Management Membership is up for renewal but Jennie feels that this is an unnecessary expense and that it is discontinued for the time being. The project of rectifying the records, bringing everything into line, is still ongoing.

7. To Agree Expenditure, for a maximum set value and purpose, for incidental expenditure that may occur between meetings.

A process for expenditure occurrences between meetings needs agreeing and setting in place. Neil Millard (advisor to the Council) advised that prior to any purchase a decision should be made either by the full council, or a designated sub committee of councillors, or the power can go to the Responsible Financial Officer (the Clerk) who can hold a budget for various values/expenditures. A process for emergencies should also be agreed. Petty cash was also suggested as an option to consider. It was proposed to get further advice from WALC and put onto the next agenda for further discussion.

AGREED This proposal received a majority vote

8. Consideration of Draft Financial Regulations.

This item was deferred and is to be put onto the next agenda.

CLERK TO ACTION

9. To Discuss the Annual Parish Meeting.

Neil Millard advised that this needs to be held by the end of June and an agenda to be agreed.

CLERK TO ACTION

10. To Discuss provision to provide improved waiting facilities at Bus Stops in the Village.

Warwickshire Highways recommend improving waiting facilities at bus stops in the villages and the use of 'real time' time tables. Councillor Tim Heenan advised this was previously discussed and rejected by the Parish Council therefore it did not form part of the Neighbourhood Plan. Councillor Ian Currington suggested registering an interest, once electric signage is readily available, and Chairman John Reid suggested asking the bus operator if they propose to use this type of timetable, and for any updates and feedback.

COUNCILLOR SUE BROWN TO ACTION

11. Councillor Tim Heenan to give an update on the Neighbourhood Plan.

The consultation has finished and any comments received have been shared. Two planning examiners names have been provided to select from. Both our consultant Jenny Lampert and Councillor Adrian Warwick have reviewed their CV's and both have suggested we select Chris Collison (which is also RBC's preferred choice) The contract is currently with RBC and we are hoping to recruit our examiner shortly.

12. Follow up report on the meeting held between the Parish Council and Brinklow Football Club.

The main essential from the meeting is the need for new facilities and ground for BFC. Land in Brinklow is mainly greenbelt but recreational use of greenbelt land is allowed, this is backed by both the Rugby Local Plan and the Brinklow Neighbourhood Plan. Proposed that BPC support BFC with their issues.

AGREED Agreed by a majority vote that the PC will approach RBC's Sports Development Officer about the need for facilities and for help to search for premises and land.

COUNCILLORS T HEENAN, S BROWN, S LOVE TO ACTION

13. Chairman John Reid to report on a land gift proposal by Phil Mawson.

Phil Mawson has offered to transfer a piece of land, on Ell Lane, to the Parish Council for just the transfer cost, no capital. The land could be used to take pedestrians off the carriageway and improve walking ability on Ell Lane. The PC were informed that there is more than one owner of the land and the aspect of the land is to be protected to preserve its beauty. Chairman John Reid asked if the PC wish to pursue this offer.

AGREED Agreed by a majority vote that the PC support further discussions with the landowners and ascertain a price before further consideration and suggestions for its use.

14. Report by the Clerk on any decisions made since the last meeting in respect of any Planning Applications.

R22/0227: 32 Skipworth Close – removal of existing conservatory and the erection of a new single storey rear extension – The PC responded with: We have no objection

15. To Approve the Accounts for Payment.

Payments approved this month:

Neil Millard	Expenses inv 002	397.50
WALC	Course Fees	60.00
V Smith	expenses	21.02
J Boonham	Salary	150.10
D Lloyd	Salary	329.40
WALC	subscription renewal	441.00
J Lomas	re-imburement of expenses	18.00
Lakeside	Grasscutting contract	4644.00
J Reid	Lengthsmens expenses	650.96
V Smith	expenses	14.99

16. Progress Reports for Information.

a) BPC internal Audit

This has been arranged with Roger Pearson, to begin on 3rd May 2022

b) Replacement Lamp Post & Wiring for CCTV

Still no commitment to a date for this to commence by RBC. Clerk to send details to Councillor Adrian Warwick for him to chase.

c) Bank Mandate Changes

All changes to the mandate have now been completed.

d) Village Events Committee

A further meeting is to be held 13th April 2022 to discuss the Jubilee Event – possibly a party in the park. Summer Fest is to go ahead and the Christmas Market. Sorting the bank account is ongoing. Parking issues are to be sorted – Councillor John Reid to speak to National Farmers Union about parking and insurance on Ian Shirleys land (policy held by parents)

e) Re-forming of the Youth Club

Leaflets, Posters and info in ‘Round the Revel’ distributed, only 8 replies so far. Leaders are still needed if this is to go ahead depending on support. Another push in Round the Revel to go ahead.

f) Brinklow Castle, Playing Field, Grant Funding

Brambles have now been cut down on Tump & teenagers reported for having fires which has since been dealt with by the parents.

A quote for a water drain @ £740.00 is to go onto the next agenda.

The storage unit has had the door repaired and a new lock (invoiced to BFC) has been fitted.

A dangerous tree has been reported and tree surgeons were asked to quote on this, and 2 others, which is to go onto the next agenda.

The lengthsman were asked to cut a growth of ivy from a residents wall backing onto the field which turned out to be largely growing from the owners side and after removal the wall now appears unsafe – area to be taped off for safety reasons & addressed at the next meeting.

A return of unused funds from the Neighbourhood Plan Grant is to be sorted.

17. Correspondence received for information.

Nothing to report.

18. To Confirm the date of the next meeting.

The next meetings will be held on Thursday 12th May 2022 in the Village Hall, start times to be set out as follows:

6.15 pm Annual Parish Meeting

6.45 pm Annual Meeting of the Council

7.15 pm Meeting of Brinklow Parish Council

The Meeting Closed at 8.55 pm

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CHAIRMAN