

**Minutes of the Meeting of Brinklow Parish Council**  
**Held in the Community Hall; Thursday 14 October 2021; 19:15 Hours.**

**Present:** Cllr J Reid (Chair) Cllr S Brown  
Cllr I Currington Cllr T Heenan  
Cllr M. Lavin Cllr H Timms (RBC)  
P Creek (Clerk)  
Seven members of the public.

**1. Apologies received and noted.** Cllrs Love and Warwick (WCC).

**2. Declarations of interest.** None.

**3. Interactions with Borough and County Cllrs.**

**3.1.** It was reported that budget setting for both RBC and WCC was ongoing.

**3.2.** Government money for a local welfare fund has been secured. This will provide for children who normally get free school meals and emergency fuel bills.

**3.3.** Rugby Town Centre Strategy consultation ends on 11 November.

**3.4.** It was reported that a Bike Fest had taken place recently.

**3.5.** A gypsy and traveller needs assessment is ongoing.

**3.6.** There was a Magna Park liaison group meeting on 5 October. Increased traffic will be a problem; primarily stemming from worker's cars rather than HGV movements.

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

**5. Planning applications.** Highwood Farm; tractor exit. Members raised no objections, although the matter will be discussed with the Planning Officer.

**Action ML.**

**6. Accounts.**

**6.1.** Payments approved this month.

		All sums are in £s Sterling	
P Creek	Taxed salary, allowances (Oct)	Chq no: 2261	489.62
J Boonham	Taxed salary (Oct)	Chq no: 2262	150.10
J Reid	Lengthsmen expenses	Chq no: 2263	192.1
E.on	Power bill	Chq no: 2264	356.09
JRB	Dog waste bags	Chq no: 2265	144
WALC	Training	Chq no: 2266	60
LA Adams	Cemetery deposit refund	Chq no: 2267	250
TG electrical	External socket	Chq no: 2268	78
PKF Littlejohn	External audit fee	Chq no: 2269	360

Business Reserve Account sheet no 265 was available at the meeting for inspection.

**7. Continuing minutes.**

**7.1.** Community Hall. It was reported that the Lengthsmen had completed the external painting of the hall.

**7.2.** Cemetery. The report by the Agent was read out to members. Standing orders were suspended to accommodate this. The Agent proposed fee for tablets of £100. This was unanimously agreed by the meeting.

**7.3. Playing field.** Repairs are to be made to the play equipment. A composter has been built in the spinney.

**7.4. Grant funding.** There has been a Greenshoots award of £1109; claimable against receipts.

£500 has been received for installation of the plaque on Coventry Road and £500 for part payment of a water supply for the allotments; although this may be redirected.

**Action: JR.**

**7.5. Communications with the Parish.** The Round the Revel content was discussed and will be written the next morning.

**Action: JR, SB.**

**7.6. Brinklow castle.** The nominated contractor reports that he has no available manpower. Volunteer Sunday Lengthsmen will be sought. If this plan fails, Lakeside will be contracted to drive the machinery.

**Action: JR.**

**7.7. Neighbourhood Plan.** The Neighbourhood Plan Grant money was now available. We have actioned our consultants to provide us with two documents, the Basic Conditions Statement and the Consultation Statement. The draft Neighbourhood Plan has now had the corrections and additions suggested by our Planning Consultant put into it. The plan will be discussed and put forward for approval at the next meeting of the Parish Council Neighbourhood Plan sub-committee. Following their approval it will be presented to Parish Council for formal approval at the Parish Council meeting on the 11th of November. Following that we begin the Regulation 14 Consultation lasting at least six weeks. An open day will be held to explain the plan to parishioners. Paper copies of the draft Neighbourhood Plan will be made available to any parishioner who cannot access a digital copy. Any comments received will be considered by the Neighbourhood Plan sub-committee. Following that the plan is sent to the local planning authority. They will then begin the Regulation 16 Consultation process, followed by assessment by the independent examiner and finally a referendum.

**Action: TH.**

**8. Audit.** The Clerk reported the external audit successfully completed. The notice of audit should remain on the noticeboard until the end of October.

**Action: Clerk.**

**9. VAT reclaim.** VAT paid by BPC in the year ending 31 March 2021 has been successfully reclaimed; totalling £4,119.25.

**10. BFC fees.** There was some discussion about charging a commercial rate for use of the field. However, it was pointed out that in 2018 it was agreed to charge a nominal fee for a community facility. It was agreed that the fee for 2021 should be increased by inflation to £490.

**Action: Clerk.**

The meeting concluded at 20.10.

Next meeting: Thursday 11 November, 19:15 in the Community Hall.