

MINUTES OF THE MEETING OF THE COUNCIL HELD AT THE MORRISON ROOM, VILLAGE HALL, BINLEY WOODS on WEDNESDAY 18th MAY 2011

PRESENT: Councillors P Salisbury, K Short, N Brinton, K Crawley, P Claisse, P Howells and Mrs L Harbour

Question Time – There were no members of the public present who wished to ask questions.

**Minute
Number**

11-12/14 APPOINTMENT OF CHAIRMAN 2011/12

The Clerk invited nominations for the office of Chairman for the Municipal Year 2011/2012. It was proposed by Councillor P Claisse and seconded by Councillor N Brinton that Councillor P Salisbury serve as Chairman for the forthcoming Municipal Year. There were no other nominations and Councillor Salisbury accepted the nomination. The matter was put to the vote and carried unanimously.

Councillor P Salisbury signed the Declaration of Acceptance of Office and acting as duly elected Chairman took the Chair

11-12/15 APPOINTMENT OF VICE CHAIRMAN 2011/12

The Chairman invited nominations for the office of Vice Chairman for the Municipal Year 2011/2012. It was proposed by Councillor P Howells and seconded by Councillor N Brinton that Councillor D Jones serve as Vice-Chairman for the forthcoming Municipal Year. There were no other nominations and Councillor D Jones had indicated to the Chairman that he would accept the nomination. The matter was put to the vote and carried unanimously.

11-12/16 APOLOGIES FOR ABSENCE AND DECLARATIONS OF FINANCIAL INTEREST

Apologies for absence were received from Councillors D Jones (away on holiday) Mrs E Johnson (unaware of correct date of meeting) and Borough Councillors D Poole T Day and Borough/County Councillor Mrs H Timms.

No financial interests were declared

11-12/17 MINUTES OF THE LAST MEETING, DECISIONS TAKEN OUT OF MEETING

The minutes of the meeting held on 28th April 2011 were agreed as a true record and signed by the Chairman.

There were no decisions taken out of meeting.

11-12/18 MATTERS ARISING FROM THE LAST MINUTES NOT ARISING ELSEWHERE ON THE AGENDA

Allocation of Responsibilities 2011/12 – The allocation of responsibilities for the year 2011/12 was approved and a copy is attached to these minutes.

11-12/19 GENERAL CORRESPONDENCE

DEVELOPMENT LAND - The Clerk circulated an email which had been received from what appeared to be a Property Developer requesting contact with the Parish Council with a view to working in Partnership. IT WAS AGREED THAT the Clerk email the Property Developer asking them to identify any area of land they had in mind.

11-12/20 ACCOUNTS, FINANCIAL MANAGEMENT AND OTHER ADMINISTRATIVE BUSINESS OF THE COUNCIL

Accounts - The following accounts were submitted for payment: -

E.On – Outstanding balance on previous invoice - £130.01
E.On – Street Light Repair – Lamp 126 Heather Road - £24.00
WALC – Annual Subscription - £591.00
WALC – Local Council Review - £120.00
Severn Trent – Pavilion Account - £70.10
Staples – Office Sundries - £40.09
J Cook - Clerk's salary and expenses – May - £376.81
HM Revenue and Customs – PAYE on Clerk's salary - £78.20
BT – Telephone Bill -£51.21

Financial matters

Annual Return – The Clerk reported that Mr David Lee, the Internal Auditor had concluded the audit based on the Clerk's Annual Report which was approved at the Annual Assembly. IT WAS AGREED THAT the Clerk and Chairman submit the Annual Return to Clement Keys, the Parish Council's External Auditor.

Bank Mandate – The Clerk informed the meeting that following the election of a new Parish Council a new Bank Mandate would have to be completed with all Parish Councillors signing. IT WAS AGREED THAT a new mandate be completed authorising cheques to be signed by two Parish Councillors and in urgent cases by one Councillor and the Clerk

11-12/21 REPORTS

Police; Neighbourhood Watch

The Clerk circulated the crime figures which had been received from PCSO Matthew Havelock. Councillor Crawley agreed to pursue the possibility of

resurrecting the Neighbourhood Watch Scheme and would investigate the possibilities.

Borough Councillor's Report – In the absence of Borough Councillors there was no report.

County Councillor's Report – In the absence of County Councillor Timms there was no report.

WCC Area Committee; Earl Craven Locality Panel – In the absence of County Councillor Timms there was no report.

Primary School; Youth Club; Football Clubs, Village Hall, Library – There were no Primary School or Football Club matters to report. Councillor Short informed the meeting that he had **been** elected Vice Chairman of the Village Hall Management Committee. The Chairman reported on meetings in respect of Library and Youth Club provision.

11-12/22 NOTIFICATION OF PLANNING MATTERS

The following planning application had been received

33 Woodlands Road – Single storey rear extension – IT WAS AGREED that no objection be raised subject to normal neighbour consultations.

11-12/23 MANAGEMENT AND MAINTENANCE OF PUBLIC OPEN SPACES IN THE VILLAGE

Recreation Ground – The Chairman reported that the rubber matting around the swings was lifting and that repair was needed. It was agreed that all councillors would observe the area and that quotes would be obtained for the work.

Village Green – The Chairman reported that youths were playing football around the swings. This was dangerous to small children and it was agreed to obtain quotes for some form of fencing on either side of the swings.

Allotment Gardens – The Clerk confirmed that the rents had still not been received from the Allotments Association Treasurer.

Remembrance Garden Initiative – There were no further matters to report.

Highway Verges – The Chairman reported on the current position in respect of Grass Cutting.

Litter and Dog Litter – There were no matters to report.

Tree Planting – There were no matters to report.

11-12/24 HIGHWAYS AND TRANSPORT ISSUES

Highway repair and maintenance – It was reported that the red tarmac areas on Rugby Road had fallen into disrepair. IT WAS AGREED THAT the Clerk contact Warwickshire County Council to request reinstatement of the red tarmac areas to their former condition. Councillor Crawley informed the meeting that the 30mph warning signs were obscured by overgrown hedges. IT WAS AGREED THAT the Clerk contact Warwickshire County Council to request that the hedges be cut back.

Pedestrian Rights of Way – There were no matters to report.

Street Lighting – Councillor Howells informed the meeting that there were no substantive matters to report.

Storm and Foul Drainage – The Chairman reported on the present position in respect of un-adopted sewers.

Hedge Maintenance – There were no matters to report.

11-12/25 REVIEW OF ACTION LIST NOT ELSEWHERE CONSIDERED

The Action List was reviewed and a revised Action List is attached to these minutes.

11-12/26 DATE OF NEXT MEETING – The next meeting of the Parish Council is to be held on Wednesday the 15th June 2011.

CHAIRMAN

	Action List		Name	Complete
1	Construction of a partition in the loft at the Sports Pavilion		PS	
2	Arrange for completion of new Bank Mandate		Clerk	
3	Report condition of red tarmac markings on Rugby Road		Clerk	
4	Contact County Council – Parking on Highway Verges and provision of bollards		Clerk	
5	Section 106 moneys to be transferred into the general account		Clerk	
6	Contact County Council to request new Bus Stop pole on south side of Rugby Road adjacent to Woodlands Road		Clerk	
7	Consider position of placing spare litter bin		PS	
8	Obtain quotes for a path at Village Green		PS	
9	Report overhanging trees obscuring 30mph signs on Rugby Road		Clerk	
10	Contact County Councillor Timms to request current position in respect of Abbots Walk		Clerk	
11	Reconvene Recreation Ground Working Party and obtain quotes for Notice Boards		PS	
12	Arrange Finance Working Party for July		Clerk	