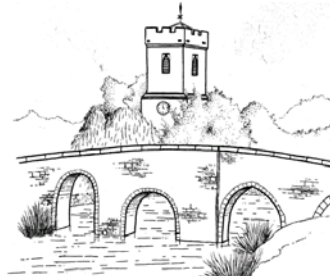


BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Minutes of the Parish Council Meeting held on Monday 25th July 2016 @ 7.30 pm at the Parish Council Meeting Room, Bramley Way, B50 4QG

PRESENT

Chairman Cllr. Harvey - Chairman of the Council

Cllrs. Atkins, Ms Deacon, Fleming, Hiscocks, Mrs Keeley, Knight, Pound, Ms Randell and Mrs Taylor

Also present: County Cllr Brain
District Cllrs Cargill and Pemberton
5 members of the public

In attendance: Mrs E. Uggerløse, Clerk to the Parish Council

1. TO RECEIVE AND ACCEPT APOLOGIES

None received

2. TO RECEIVE ANY DECLARATION OF INTEREST IN ITEMS ON THE AGENDA

- All members of the Council are respectfully reminded that in order to comply with the Code of Conduct adopted by the Parish Council on 30th July 2012, if any matter arises during the meeting in which they have declared a disclosable pecuniary interest (DPI) they should leave the room.

None declared

- Written requests for Dispensations for DPI should be received by the Clerk no more than 24 hours prior to the meeting.
Dispensations will be granted as appropriate.

None required

3. TO APPROVE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 27TH JUNE 2016

Cllr Knight proposed the Minutes be accepted as being accurate

RESOLVED: that the Minutes be accepted as an accurate account, and signed by the Chairman.

4. YOUTH FORUM

None present.

The Chairman advised that, following a meeting with the school, it was proposed to hold a School Forum once a term: dates to be confirmed.

RESOLVED to note

5. PUBLIC FORUM

- Chamber of Trade & Commerce requested the Council consider waiving the car park fee for the Outdoor Cinema event
RESOLVED to delegate the power of decision to the Chairman of the Amenities WG and the Clerk
- There are 30 young trees available for planting in the village – all indigenous to the area. There is a desire for these to be planted in the village

6. COUNCILLOR FORUM

- **New developments** – why has the Council not got involved with developers to ensure a good design and layout of the new developments as they appear to have done in Honeybourne?
The Clerk advised that the Planning Committee had considered this at its last meeting and had resolved to arrange meetings with developers to influence the design and layout. First meeting is taking place later this week and the other in early August.

7. TO RECEIVE REPORT FROM THE COUNTY COUNCILLOR

- **Broadband update** – 95% of the county is now connected as envisaged. However, need to pursue the last 5% which is the hardest
- **Honeybourne Road Memorial** – it had been noted that it had reappeared but, it appears to be transient and probably due to the victim's 21st birthday.
- **Kerbs** – Cllr Brain had visited Grafton Lane and as far as he had been able to ascertain there are a number of dropped kerbs and he does not see a requirement for any further action. However, parked cars on the pavements are an issue.
- **County Councillor Grant** – the £5,000 grant is now available until 27th October

8. TO RECEIVE REPORT FROM DISTRICT COUNCILLORS

- **Core Strategy** – this was finally adopted by SDC on 11th July.
Due to comments made by the Inspector, Peter Drew, in respect of the 5 year land supply and the way it has been applied to the 2 appeals in Bidford and a third one in another area of the district council, SDC had investigated the possibility of a judicial review. However, the legal advice given was that it should not be pursued.

- **Planning** – now the Core Strategy has been adopted, the intention is for the planning department to be more demanding in question of design and layout and to get more involved in pre meetings with developers.
- **Pitchill House** it was a pity that due to location and lack of staff, this much needed home has had to close
- **Jacksons Meadow** – there have been some issues with the start of the building development with some damage to the pavement and drain. Enforcement have been advised and requested to keep an eye on this
- **Affordable Development – Broom** it would appear that, following the adoption of the Core Strategy, the planning officer is now minded to refuse permission.

This was a great surprise to the Parish Council who has been working, and supporting, this valuable scheme for some 12 years. It should also be noted it was incorporated in the emerging NDP. These views were put to the Ward Members who advised the Parish Council would always be able to put its point of view and support of the scheme at the Planning Committee meeting.

9. TO RECEIVE CLERK'S REPORT

This had been circulated and form an integral part of these Minutes

RESOLVED to note the report

10. TO RECEIVE REPORTS FROM THE PARISH COUNCIL'S WORKING GROUPS

- **Amenities Working Group**
Report with recommendations and **resolutions** is attached to these Minutes of which it forms an integral part.
- **Business Development Working Group**
Report is attached to these Minutes of which it forms an integral part
RESOLVED to note the report

10a TO CONSIDER DEVELOPMENT AND DELIVERY OF PARISH COUNCIL STRATEGIC PLAN

There was a short discussion whether this should be an item at the end of a Parish Council meeting, or whether there should be a Strategic Meeting.

RESOLVED that the council should hold two Strategic Meetings: one in the autumn and one in spring with future meetings to be arranged as required.

Each working group to make a presentation in respect of

- Timeline
- Priority
- Delivery

11. TO REVIEW THE PARISH COUNCIL RISK ASSESSMENT

This had been circulated prior to the meeting

RESOLVED to approve and approve the updated Risk Assessment

12. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS

- **16/01595/FUL – Mr G Silcock, Riverside, Kings Lane, Broom**
Construction of detached garage
RESOLVED no representation. If planning permission is granted, the Parish Council would like the following condition be included *“will be used as a home studio/study for the enjoyment of the main dwelling and will not be permitted to become an independent dwelling”*
- **16/02191/FUL – Mr Karl Mason, 1 Stepping Stones, B50 4PH**
Single storey rear extension
RESOLVED no representation
- **16/02015/FUL Mr Steve Buckley, 50, St Laurence Way, B50 4FF**
Single storey side residential annexe and shed extension
RESOLVED no representation. If permission is granted the Parish Council would like the condition that the grassed area that will be removed to make a parking space be treated with a permeable material to minimise the risk of surface flooding
- **16/02228/TREE – Mr Ron Thomas, 2 Mill Cottages, Broom**
T1: Laburnum; fell
RESOLVED no representation

13. TO CONSIDER AND APPROVE

- **Completed accounts for the month of June 2016**
These had been circulated
RESOLVED they should be accepted and approved
- **To approve payments to be made in July 2016**
List of cheques to be raised and signed had been circulated
List of payable cheques form part of these Minutes and totalled an amount of £16,613.44
An amount of £25,000 to be transferred from the deposit to the current account to cover this cost.
RESOLVED to approve the July payments, cheques to be signed by Cllrs Fleming and Harvey
- Council was asked to note that Cheque No 6612 was mislaid in the post and has been stopped. It was replaced by cheque No. 6630
RESOLVED to note

Due to the sensitive nature of this item, the Council may resolve to exclude the public (Public Bodies (Admissions of Meetings Act) 1960 s1(2))

14. TO CONSIDER MILLERS BANK

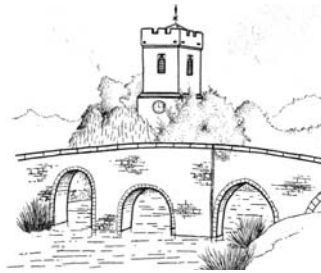
Correspondence and report had been circulated prior to the meeting
RESOLVED the conditions set by the Council to remain unchanged.

The meeting closed at approx. 8.35pm



BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



CLERKS REPORT – July 2016

1. FINANCE

- Further security measures on the Big Meadow have been authorised,, with the advice and support of the Chairman of the Amenities WG – this was essential work to make this popular recreational space safe for users.
- 2 x dog bins were ordered to replace damaged ones
- Canopy lowering on trees along the west side of Waterloo Road and removal of vegetation by the Sub Station on Marleigh Road (£250)

2. YOUTH SHELTER AREA – WARDS LANE

Following a number of incidents that were reported to the police about young adults (17/18 years+) on the area verbally abusing residents and throwing eggs, as well as incidents on the area itself, on the recommendation of the Police a key has been given to the caretaker of Murray House so that the area can be locked at 7.30 pm and opened at 8.00 am.

It is hoped this will minimise the disruption.

Bank Current Account

Payments made between 01/06/2016 and 30/06/2016

Nominal Ledger Analysis

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	A/c Centre	£ Amount	Transaction Details
01/06/2016	EDF Energy - DD	DD	587.30	587.30		501		406/Street Lighting April 2016
02/06/2016	Barton Village	6606	250.00			4061 107	250.00	Barton Village Queen's B'day
02/06/2016	HFT Quenn's B'day event	6607	250.00			4061 107	250.00	HFT Quenn's B'day event
02/06/2016	Broom Action Group Queen's	6608	250.00			4061 107	250.00	Broom Action Group Queen's
02/06/2016	Came & Company	6609	2,108.06	2,108.06		501		417/Policy 24414511CHC
02/06/2016	O2 - DD	DD2	42.54	42.54		501		Purchase Ledger
10/06/2016	Vodafone - DD	DD3	25.52	25.52		501		422/Broadband
14/06/2016	Stratford-on-Avon District Cou	DD172128	50.00	50.00		501		Purchase Ledger
14/06/2016	Stratford-on-Avon District Cou	DD192267	52.00	52.00		501		Purchase Ledger
14/06/2016	Stratford-on-Avon District Cou	DD192454	56.00	56.00		501		Purchase Ledger
22/06/2016	EDF Energy - DD	DD4	617.62	617.62		501		Purchase Ledger
27/06/2016	John Astley & Sons Ltd	6610	265.84	265.84		501		435/Refuse sacks
27/06/2016	Avon Planning Services	6611	1,575.00	1,575.00		501		424/Planning advice _May 16
27/06/2016	Simon Barrier	6612	35.00	35.00		501		425/Repairs Inspect drain @ YC
27/06/2016	Phil Basford	6613	305.65	305.65		501		414/repairs to ride- on mower
27/06/2016	Eric Bennett	6614	264.00	264.00		501		439/June Environmental office
27/06/2016	Building & Plumbing Supplies L	6615	235.60	235.60		501		437/Radar Lock and key
27/06/2016	Grundon Waste Management Ltd	6616	739.34	739.34		501		428/Exchange 4 x skips
27/06/2016	Hartwell & Co (Timber) Ltd	6617	485.29	485.29		501		434/Variou maint. items
27/06/2016	Lepus Consulting Ltd	6618	378.00	378.00		501		373/NDP SEA Screening
27/06/2016	Limebridge Rural Services Ltd	6619	733.20	733.20		501		415/moss clearance B439islands
27/06/2016	Lucas Studio Ltd	6620	480.00	480.00		501		433/Sumbission version
27/06/2016	Play & Leisure Ltd	6621	25,440.00	25,440.00		501		418/fitness equip Big Meadow
27/06/2016	D J Prickett	6622	640.00	640.00		501		419/Check play areas May 16
27/06/2016	Pritchard Electrical Ltd	6623	165.60	165.60		501		440/Flood light Front of churc
27/06/2016	SLCC Enterprises Ltd	6624	243.60	243.60		501		421/Leadership in Action June
27/06/2016	Mark Smith	6625	15,210.00	15,210.00		501		443/Dugdale and carpark x 10
27/06/2016	Mrs A Smith	6626	300.00	300.00		501		438/ June 2016
27/06/2016	Elisabeth Uggerloese	6627	3,365.04	3,365.04		501		454/Severn Trent reconnection
Sub Total Carried Forward			55,150.20	54,400.20	0.00		750.00	

Date: 19/07/2016

Bidford on Avon Parish Council

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Time: 10:38

Cash Book No : 1

User : DAL

Bank Current Account

Payments made between 01/06/2016 and 30/06/2016

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
27/06/2016	Westhill Direct	6628	14.57	14.57		501		453/Lever Arch Files x 2
27/06/2016	Mr A S Wilkes	6629	216.00	216.00		501		442/Cut river bank
27/06/2016	BT - DD	DD5	155.99	155.99		501		430/Call charges
27/06/2016	Mrs E Uggerloese	SO	1,980.50			516	1,980.50	Mrs E Uggerloese
29/06/2016	Warks PS	SO	781.74			517	781.74	Warks PS
30/06/2016	Lepus	6618VOID	-378.00			100	-378.00	Lepus-inv1160 pd by SDC
30/06/2016	Microshade VSM - SO	SO	53.10	53.10		501		426/hosting fee/software
30/06/2016	DCK Beavers Ltd	SO1	252.00	252.00		501		431/Account Support June
30/06/2016	Limebridge Rural Services Ltd	SO2	1,928.10	1,928.10		501		416/ameniy & footpath maint
Total Payments :			60,154.20	57,019.96	0.00		3,134.24	

Bank Current Account

Payments made between 01/07/2016 and 25/07/2016

Nominal Ledger Analysis

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	A/c Centre	£ Amount	Transaction Details
01/07/2016	O2 - DD	DD	45.11	45.11		501		441/Phone charges
11/07/2016	Vodafone - DD	DD1	25.52	25.52		501		461/Broadband
14/07/2016	Stratford-on-Avon District Cou	DD172128	50.00	50.00		501		Purchase Ledger
14/07/2016	Stratford-on-Avon District Cou	DD192454	56.00	56.00		501		Purchase Ledger
15/07/2016	De Lage Leasing Ltd - DD	SO	429.30	429.30		501		432/Photocopier Lease
15/07/2016	HMRC Cumbernaud	SO	2,506.01			515	2,506.01	HMRC Cumbernaud
25/07/2016	Simon Barrier	6630	35.00			100	35.00	Simon Barrier-replace 6612
25/07/2016	Accounting Data Services Ltd	6631	751.20	751.20		501		455/ Internal Audit
25/07/2016	Avon Planning Services	6632	255.00	255.00		501		456/June 20bas16 Hours
25/07/2016	Arrowscape	6633	352.80	352.80		501		482/Website updates
25/07/2016	John Astley & Sons Ltd	6634	34.60	34.60		501		463/Liquid Soap Dispenser
25/07/2016	Simon Barrier	6635	426.25	426.25		501		469/Fit water tap BoA cemetery
25/07/2016	Phil Basford	6636	345.22	345.22		501		457/repairs to deck/weeding
25/07/2016	Eric Bennett	6637	264.00	264.00		501		483/Environmental duties July
25/07/2016	Bidford Hardware & DIY	6638	68.63	68.63		501		472/tape,stapler.bat
25/07/2016	Bloomfield Limited	6639	455.00	455.00		501		464/BIG Paper July-Sept
25/07/2016	Building & Plumbing Supplies L	6640	46.77	46.77		501		458/Timber screws& insert bit
25/07/2016	Came & Company	6641	105.15	105.15		501		465/Aviva Ins poli 24414511CHC
25/07/2016	The Alcester Connection	6642	50.00	50.00		501		484/Connection Mag July
25/07/2016	DCK Beavers Ltd	6643	811.56	811.56		501		459/Finance training
25/07/2016	Glasdon U.K.Limited	6644	462.26	462.26		501		477/Dog waste bins
25/07/2016	Grundon Waste Management Ltd	6645	989.14	989.14		501		473/skips june 2016
25/07/2016	Limebridge Rural Services Ltd	6646	219.00	219.00		501		468/Bidford CC,mow outfield
25/07/2016	Nardini & Son	6647	395.00	395.00		501		471/Build standpipe BoA cemete
25/07/2016	Proplant (UK) Ltd	6648	216.50	216.50		501		479/plant hire-excavator/auger
25/07/2016	Mrs A Smith	6649	300.00	300.00		501		488/Big Meadow Operative July
25/07/2016	Mark Smith	6650	3,640.00	3,640.00		501		489/Big Meadow - fencing
25/07/2016	SPR Designs Ltd	6651	90.00	90.00		501		480/Repair swivel foot pad
25/07/2016	Steelfast Ltd	6652	708.00	708.00		501		460/The Meadow, bore Glav
25/07/2016	Elisabeth Uggerloese	6653	44.31	44.31		501		493/Clerks Exp Postage July 16
Sub Total Carried Forward			14,177.33	11,636.32	0.00		2,541.01	

Date: 19/07/2016

Bidford on Avon Parish Council

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Time: 15:58

Cash Book No : 1

User : DAL

Bank Current Account

Payments made between 01/07/2016 and 25/07/2016

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
25/07/2016	Westhill Direct	6654	58.54	58.54		501			462/paper/lam pouches
25/07/2016	Hartwell & Co (Timber) Ltd	6655	1,377.57	1,377.57		501			494/ono 136803
25/07/2016	Bidford Chamber of Trade & Com	6656	1,000.00			4061	107	1,000.00	Bidford Chamber of Trade & Com
Total Payments :			16,613.44	13,072.43	0.00			3,541.01	

Month No : 3

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
101 Administration							
4001 Salary & Wages	37,464	10,648	40,100	29,452		29,452	26.6 %
4008 Training Costs	479	504	1,000	496		496	50.4 %
4009 Travelling	545	183	750	567		567	24.4 %
4011 Business Rates	451	455	460	5		5	98.9 %
4012 Water Rates	91	0	0	0		0	0.0 %
4020 Sundry Expenses	-62	16	200	184		184	7.9 %
4021 Telephone	762	238	750	512		512	31.8 %
4022 Postage & Carriage	108	21	130	109		109	16.0 %
4023 Office Stationery	456	64	600	536		536	10.6 %
4024 Subscriptions	1,122	35	1,350	1,315		1,315	2.6 %
4025 Insurance	2,302	2,213	2,350	137		137	94.2 %
4026 Broadband and Internet	295	104	260	156		156	39.9 %
4027 Equipment Rental	1,811	358	1,450	1,092		1,092	24.7 %
4028 Accounts Support	3,828	1,421	3,665	2,244		2,244	38.8 %
4029 IT & Computer Support	588	133	620	487		487	21.4 %
4030 Website	1,585	85	1,600	1,515		1,515	5.3 %
4032 Publicity & Special Events	0	200	0	-200		-200	0.0 %
4034 New Office Equipment	0	50	110	60		60	45.4 %
4035 Village Improvement	1,926	0	2,000	2,000		2,000	0.0 %
4037 Newsletter	605	0	0	0		0	0.0 %
4050 Street Furniture & Signs	214	0	0	0		0	0.0 %
4056 Legal and Professional	655	0	750	750		750	0.0 %
4057 Audit Fees External & Internal	650	-1,411	625	2,036		2,036	-225.8
Administration :- Expenditure	55,875	15,316	58,770	43,454	0	43,454	26.1 %
1120 Room hire and letting Fees	120	0	0	0			0.0 %
1121 Sundry Receipts	76	0	0	0			0.0 %
1176 Precept	205,000	114,357	216,424	-102,067			52.8 %
1177 Council Support Grant	16,730	0	0	0			0.0 %
1190 Bank Interest	3,909	447	2,500	-2,053			17.9 %
Administration :- Income	225,835	114,804	218,924	-104,120			52.4 %
Net Expenditure over Income	-169,959	-99,487	-160,154	-60,667			
102 Civic & Democratic							
4024 Subscriptions	25	0	0	0		0	0.0 %
4032 Publicity & Special Events	0	500	0	-500		-500	0.0 %
4037 Newsletter	1,465	455	2,020	1,565		1,565	22.5 %
4053 Election Costs	300	0	2,500	2,500		2,500	0.0 %
Civic & Democratic :- Expenditure	1,790	955	4,520	3,565	0	3,565	21.1 %
Net Expenditure over Income	1,790	955	4,520	3,565			

Month No : 3

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
107 Grants & Donations Power Gen C							
4061 Grants and Donations	7,786	750	25,000	24,250		24,250	3.0 %
Grants & Donations Power Gen C :- Expenditure	7,786	750	25,000	24,250	0	24,250	3.0 %
Net Expenditure over Income	7,786	750	25,000	24,250			
109 Capital & Projects							
4991 Rolling Projects Provision	175,000	0	40,000	40,000		40,000	0.0 %
4992 Funding from Rolling Projects	-3,552	-10,263	0	10,263		10,263	0.0 %
5023 Tfr to EMR Village Improvement	20,000	0	0	0		0	0.0 %
5128 Tfr frm EMR Play Equipment	0	-5,000	0	5,000		5,000	0.0 %
Grants & Donations Power Gen C :- Expenditure	191,448	-15,263	40,000	55,263	0	55,263	-38.2 %
4035 Village Improvement	2,000	0	0	0		0	0.0 %
4901 CP Play Equipment	4,446	21,200	0	-21,200		-21,200	0.0 %
4903 CP New Streetlights	4,748	0	0	0		0	0.0 %
4904 CP War Memorial Bollards	3,552	0	0	0		0	0.0 %
Capital & Projects :- Expenditure	14,746	21,200	0	-21,200	0	-21,200	
1178 Grants Received	0	5,937	0	5,937			0.0 %
Capital & Projects :- Income	0	5,937	0	5,937			
Net Expenditure over Income	206,194	0	40,000	40,000			
201 Parks and Outside Areas							
5120 Tfr frm EMR Millers Bank Maint	-4,345	-2,160	-2,000	160		160	108.0 %
5125 Tfr frm EMR Skatepark	-4,305	0	0	0		0	0.0 %
Capital & Projects :- Income	-8,650	-2,160	-2,000	160	0	160	108.0 %
4005 Casual & agency workers	1,800	900	1,800	900		900	50.0 %
4008 Training Costs	0	180	0	-180		-180	0.0 %
4010 Janitorial	671	29	1,000	971		971	2.9 %
4012 Water Rates	388	0	440	440		440	0.0 %
4013 Rent Paid Parks	10,000	0	11,600	11,600		11,600	0.0 %
4014 Rent Paid Play Areas	200	0	200	200		200	0.0 %
4017 Waste Disposal	5,696	1,751	6,500	4,749		4,749	26.9 %
4019 Gatekeepers Commission	7,000	3,000	6,000	3,000		3,000	50.0 %
4020 Sundry Expenses	568	222	600	378		378	36.9 %
4036 Building Maintenance	1,853	918	1,000	82		82	91.8 %
4039 General Maintenance	11,874	1,021	10,000	8,979		8,979	10.2 %
4041 Equipment Maintenance	657	0	2,500	2,500		2,500	0.0 %
4043 Tree Maintenance	825	1,000	2,000	1,000		1,000	50.0 %

Month No : 3

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4046 Grass Cutting	15,099	5,954	12,000	6,047		6,047	49.6 %
4047 Play Area Maintenance	17,823	7,054	10,000	2,946		2,946	70.5 %
4050 Street Furniture & Signs	0	167	0	-167		-167	0.0 %
Parks and Outside Areas :- Expenditure	74,455	22,195	65,640	43,445	0	43,445	33.8 %
1000 Carparking Fees	9,363	6,443	13,500	-7,057			47.7 %
1001 Lease,Rent,Hire pitches/land	2,120	375	4,400	-4,025			8.5 %
1002 Fishing Righs	1,036	0	0	0			0.0 %
1003 Moorings Income	1,205	0	0	0			0.0 %
1012 Concessions	2,100	2,079	2,000	79			104.0 %
1121 Sundry Receipts	218	0	0	0			0.0 %
1178 Grants Received	19,019	0	0	0			0.0 %
Parks and Outside Areas :- Income	35,060	8,897	19,900	-11,003			44.7 %
Net Expenditure over Income	30,745	11,138	43,740	32,602			
202 Allotments							
5026 Tfr to EMR Allotments	0	0	1,680	1,680		1,680	0.0 %
Parks and Outside Areas :- Income	0	0	1,680	1,680	0	1,680	0.0 %
4005 Casual & agency workers	370	0	0	0		0	0.0 %
4012 Water Rates	522	0	500	500		500	0.0 %
4039 General Maintenance	252	0	260	260		260	0.0 %
Allotments :- Expenditure	1,144	0	760	760	0	760	0.0 %
1010 Allotment Rents	2,687	852	2,400	-1,548			35.5 %
1011 Allotment Sundry Income	112	0	40	-40			0.0 %
Allotments :- Income	2,799	852	2,440	-1,588			34.9 %
Net Expenditure over Income	-1,655	-852	0	852			
203 Cemetery							
5124 Tfr frm EMR Cemetery Wall	-6,225	0	0	0		0	0.0 %
Allotments :- Income	-6,225	0	0	0	0	0	
4005 Casual & agency workers	1,750	0	0	0		0	0.0 %
4011 Business Rates	706	711	720	9		9	98.8 %
4016 Electricity Floodlights	154	0	300	300		300	0.0 %
4023 Office Stationery	0	44	0	-44		-44	0.0 %
4024 Subscriptions	90	90	90	0		0	100.0 %
4035 Village Improvement	289	3,421	0	-3,421		-3,421	0.0 %
4039 General Maintenance	13,730	2,474	13,500	11,026		11,026	18.3 %
4042 Equipment Maintenance	502	542	340	-202		-202	159.5 %

Month No : 3

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4043	Tree Maintenance	0	0	500	500		500	0.0 %
4046	Grass Cutting	1,750	0	0	0		0	0.0 %
4050	Street Furniture & Signs	98	0	0	0		0	0.0 %
	Cemetery :- Expenditure	19,068	7,283	15,450	8,167	0	8,167	47.1 %
1130	Burials	7,335	555	6,000	-5,445			9.3 %
1131	Memorials	2,450	765	2,000	-1,235			38.3 %
1135	Cemetery Maintenance Income	1,927	0	686	-686			0.0 %
	Cemetery :- Income	11,712	1,320	8,686	-7,366			15.2 %
	Net Expenditure over Income	1,132	5,963	6,764	801			
204	Street Lighting							
4018	Electricity Streetlights	5,808	1,639	7,000	5,361		5,361	23.4 %
4039	General Maintenance	0	138	1,800	1,662		1,662	7.7 %
4050	Street Furniture & Signs	0	1,035	0	-1,035		-1,035	0.0 %
4054	Streetlights R & M	2,209	0	0	0		0	0.0 %
	Street Lighting :- Expenditure	8,017	2,812	8,800	5,988	0	5,988	32.0 %
	Net Expenditure over Income	8,017	2,812	8,800	5,988			
205	Village Management							
5127	Tfr fromEMR N'hood Plan	-8,938	0	0	0		0	0.0 %
	Street Lighting :- Expenditure	-8,938	0	0	0	0	0	
4020	Sundry Expenses	100	0	0	0		0	0.0 %
4025	Insurance	0	360	0	-360		-360	0.0 %
4032	Publicity & Special Events	54	0	4,110	4,110		4,110	0.0 %
4035	Village Improvement	7,996	2,279	6,000	3,721		3,721	38.0 %
4039	General Maintenance	128	250	0	-250		-250	0.0 %
4043	Tree Maintenance	1,520	0	510	510		510	0.0 %
4045	Lengthman	0	0	3,500	3,500		3,500	0.0 %
4048	Footpath & Verge Mtce	15,441	4,222	15,000	10,778		10,778	28.1 %
4049	War Memorial Maintenance	0	0	1,320	1,320		1,320	0.0 %
4050	Street Furniture & Signs	1,381	0	3,000	3,000		3,000	0.0 %
4052	Neighbourhood Plan	15,817	2,230	2,500	270		270	89.2 %
	Village Management :- Expenditure	42,437	9,341	35,940	26,599	0	26,599	26.0 %
1121	Sundry Receipts	400	0	0	0			0.0 %
1178	Grants Received	2,000	0	3,500	-3,500			0.0 %
	Village Management :- Income	2,400	0	3,500	-3,500			0.0 %
	Net Expenditure over Income	31,099	9,341	32,440	23,099			

Combined Account Totals by Account Number

<u>A/c Code</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
105	VAT Control A/c	7,526.65	
201	Current Bank A/c	9,101.58	
202	Bank Deposit Account	190,288.60	
203	Treasury Deposit account	350,000.00	
310	General Reserves		137,486.36
315	EMR Rolling Projects Fund		161,185.70
320	EMR Millers Bank Maintenance		10,851.00
321	EMR Play Area Renewal		61,913.32
322	EMR Tree Maintenance		26,462.00
323	EMR Village Improvement		56,059.20
324	EMR Cemetery Wall Repair		11,333.40
325	EMR Skatepark		695.05
327	EMR Neighbourhood Plan		11,062.12
501	Creditors Control		7,951.14
515	PAYE Control		2,537.03
999	Discounts		0.01
1000	Carparking Fees		6,442.51
1001	Lease,Rent,Hire pitches/land		375.00
1010	Allotment Rents		851.56
1012	Concessions		2,079.17
1121	Sundry Receipts		0.05
1130	Burials		555.00
1131	Memorials		765.01
1176	Precept		114,357.00
1178	Grants Received		5,937.49
1190	Bank Interest		446.76
4001	Salary & Wages	10,647.85	
4005	Casual & agency workers	900.00	
4008	Training Costs	684.30	
4009	Travelling	183.22	
4010	Janitorial	28.84	
4011	Business Rates	1,166.44	
4017	Waste Disposal	1,751.36	
4018	Electricity Streetlights	1,638.77	
4019	Gatekeepers Commission	3,000.00	
4020	Sundry Expenses	237.30	
4021	Telephone	238.48	
4022	Postage & Carriage	20.80	
4023	Office Stationery	107.47	
4024	Subscriptions	125.00	
4025	Insurance	2,573.21	
4026	Broadband and Internet	103.81	
4027	Equipment Rental	357.75	
4028	Accounts Support	1,421.00	
4029	IT & Computer Support	132.75	
4030	Website	85.00	
4032	Publicity & Special Events	700.00	

Combined Account Totals by Account Number

<u>A/c Code</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
4034	New Office Equipment	49.99	
4035	Village Improvement	5,700.02	
4036	Building Maintenance	917.73	
4037	Newsletter	455.00	
4039	General Maintenance	3,882.76	
4042	Equipment Maintenance	542.39	
4043	Tree Maintenance	1,000.00	
4046	Grass Cutting	5,953.50	
4047	Play Area Maintenance	7,054.09	
4048	Footpath & Verge Mtce	4,222.00	
4050	Street Furniture & Signs	1,201.72	
4052	Neighbourhood Plan	2,230.00	
4057	Audit Fees External & Internal		1,411.00
4061	Grants and Donations	750.00	
4901	CP Play Equipment	21,200.00	
4992	Funding from Rolling Projects		10,262.50
5120	Tfr frm EMR Millers Bank Maint		2,160.00
5128	Tfr frm EMR Play Equipment		5,000.00
	Trial Balance Total :	638,179.38	638,179.38
	Difference :	0.00	

Date: 19/07/2016

Bidford on Avon Parish Council

Page No: 1

Time: 10:37

Cash Book No : 1

User : DAL

Bank Current Account

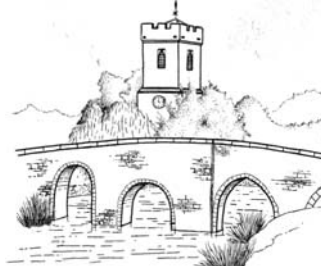
Receipts received between 01/06/2016 and 30/06/2016

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked on : 02/06/2016	1,160.00						
502300	Big Meadow Car Park	1,160.00		193.33	1000	201	966.67	Big Meadow Car Park
	Banked on : 08/06/2016	870.00						
502301	Big Meadow Car Park	870.00		145.00	1000	201	725.00	Big Meadow Car Park
	Banked on : 14/06/2016	75.00						
502696	Inv 438	75.00		12.50	1012	201	62.50	Inv 438
	Banked on : 17/06/2016	450.00						
502697	Severn Valley Group (437)	450.00		75.00	1001	201	375.00	Severn Valley Group
	Banked on : 20/06/2016	425.00						
502302	Big Meadow Car Park	425.00		70.83	1000	201	354.17	Big Meadow Car Park
	Banked on : 28/06/2016	45,000.00						
t/fer	Bidford on Avon 07357312	45,000.00			202		45,000.00	Bidford on Avon
	Banked on : 30/06/2016	455.00						
502303	Big Meadow Car Park	455.00			1000	201	455.00	Big Meadow Car Park
	Total Receipts :	48,435.00	0.00	496.66			47,938.34	

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 10 - REPORT FROM THE AMMENITIES WORKING GROUP

The Working Group met on Monday 18th July @ 7.15pm at BCL

Attendants:

- Cllr. Hiscocks
- Cllr Mrs Keeley
- Mrs E. Uggerloese – Clerk

Apologies had been received from Cllr Pound

1. Election of Chairman

It was agreed that Cllr Hiscocks should continue as Chairman

2. To consider the following grant applications:

It should be noted by Council that the Amenities WG carried out due to diligence to ensure the viability of all the grant recommendations made

- **Bidford Chamber of Trade and Commerce**

Project: to brighten up the centre of the village with flower boxes – 2 boxes to be placed on the High Street (West)

Total cost : £780

Grant request : £500

Having established where these would be sited (by Billy Shears and on the wall between The Bridge and The Frog, both sites approved by WCC Highways) it is

Recommended that a £400 grant be awarded

RESOLVED to grant £400

- **Bidford Tennis Club**

Project: repair of floodlights

Cost: £1,000

Grant request: at the discretion of the Parish Council

It was noted that the club do a lot to raise both the membership and funds as shown in their accounts. So it is

Recommended that a £800 be awarded

RESOLVED to grant £800

- **Escape Arts**
Project: to extend the community arts workshops started in April 2016. The money would be invested in the continuation of art activities in the library and to signpost additional participants into the group from statutory services and support organisations e.g. CAB/Age UK/Springfield. Mind. Sept. – Dec. 2016
Total cost: £2,197.00
Grant request: £500
*The spring/summer project had been a great success with many of those attending the sessions expressing pleasure. In view of this it is **Recommended** that a £500 grant be awarded*
RESOLVED to grant £500
- **Icknield Court**
Project: Purchase of comfortable and suitable chairs for the residents (12 – 6 wing back and 6 straight back. Includes delivery and removal of old chairs)
Total cost: £3,662.00 (Orbit contributes £100 p.a. to the association funds)
Grant request: at the discretion of the Parish Council
*Note the Parish Council requested more information when it considered this grant in March: number of chairs and if Orbit had been approached as well.
More details had been made available, including their accounts, and it is **Recommended** that a £700 award be made for the purchase of 2 of the 12 chairs.*
RESOLVED to grant £700
- **Senior Citizens Party**
Project: Queens Birthday Tea Party (this took place on 2nd July)
Total cost: £380
Grant request: £200
*This had already taken place and had been a great success and it is **Recommended** that £200 be awarded*
RESOLVED to grant £200
- **Stratford upon Avon Voluntary Ass. (VASA)**
Charitable organisation that helps voluntary services in a number of ways.
Requesting financial assistance as funds to charitable organisations such as theirs, is being severely cut and every assistance is vital to enable them to continue their essential work – to see what they do, visit their website at <http://www.vasa.org.uk/>
*In recognition of the excellent community work they carry out it is **Recommended** a £200 grant be awarded*
RESOLVED to grant £200

- **Warwickshire and Northampton Air Ambulance Service**
Project: Helping people across the counties of Warks. and Northants., saving thousands of lives and keeping families together. Based in Coventry it covers an area of almost 2000 sq.m.
 Similar situation as with VASA.
Again, a charity that carries out excellent work for the communities it serves and it is therefore
***Recommended** a grant of £250 be granted*
RESOLVED to grant £250

3. Allocation of S106 funds

- **34 Waterloo Road** **£8,872**
- **Bramley Way** **£8,382**

The Parish Council had allocated this to refurbishing and maintaining the existing play areas of Jubilee Close and Marleigh Park. However, SDC has advised that the allocation is not for this purpose and gave this definition of “Adult and Youth Provisions”

- Facilities such as pitches, greens, courts, athletic tracks and miscellaneous sites such as croquet lawns and training areas
- Facilities as described above within educational sector which are available within the educational sector which are available for public use by written agreement. The informal or unauthorised use of such facilities by the public does not qualify
- Facilities as described above within the voluntary, private, industrial and commercial sectors that serve the leisure time needs for outdoor sport and recreation of their members or the public.

*The following **recommendation** is made*

- *That £1254 be allocated to the Parish Council to replace the fencing around the sports association – this would complete the safety improvements to the Big Meadow which the Parish Council has been carrying out this year.*
- *That the balance of £16,000 be equally divided between:*
 - *Bowling club*
 - *Cricket club*
 - *Tennis club*
 - *Youth club (canoe)*

If approved, the clubs will be requested to send in detailed projects, duly costed, where these funds could be used.

RESOLVED to approve the recommendation

4. Land to the South of Jacksons Meadow.

Landscaping map and play area – original, which is in timber, and the updated on in steel (I advised that Council was concerned about the longevity of wooden play equipment)

Amenities WG are satisfied with the steel play equipment being provided. It will request the bench be of the same type and colour as the Parish Council benches, and that a dog bin be installed to the entrance from the footpath.

RESOLVED to note

5. Update on the Big Meadow

- Updated Special Events Application Form sent for posting online
- Severn Valley Group coming this year (26th – 29th August) and have also booked for 2017

- Chamber of Trade and Commerce are applying to

- i. Hold an Open Air Cinema event on 12th August – new form has been sent as this requires them to let us have copy of all the necessary licenses etc.

The completed form has been received. In order to confirm the event the Parish Council will require sight of the film and bar licenses.

The Gate keeper will be on duty until all attendants have arrived and parked and the car park income is for the Parish Council.

The toilets will also be open until 11.00 pm

- ii. Hold the Bidford Bash on 17th September (Saturday)
no completed form received for this to date

- Measures being taken to prevent quads coming onto the Big Meadow destroying property and molesting visitors.

Would the Amenities WG support replacing the fence for the sports Association site as this is the last weak link of the measures being taken.
As mentioned above, funding for this could come from S106

Recommendation – Council to note

RESOLVED to note

6. Football Tournament

- Some issues with traffic – not well marshalled. Suggest next year the PC request they complete a Special Events Application form – that means they will be required to detail how they are managing the event.
- Payment of the agreed £225 has been made – which makes a good change.

Recommendation to note

RESOLVED to note

The WG then considered the possibility of sponsoring one of Bidford Juniors teams as it was noted at the ceremony that one of the older teams had mis-matched strips. This can be done under the general Power of Competence. If Council approve this, the Clerk would investigate numbers and costs and present these at the next meeting for consideration

Recommendation *Council approve this proposal*

There was some concern expressed as to whether or not it was advisable for the parish Council to sponsor a juniors football team.

It was proposed the Clerk look into the costs and present these at the next meeting

RESOLVED to agree the proposal and postpone the decision until next meeting

7. To consider

- Future remit of the WG bearing in mind its strategic roll
- Proposals regarding the possibility of co-opting members
 - i. To the full WG
 - ii. For specific projects

Future calendar of meetings bearing in mind the different remits of the WG i.e. its strategic role and its management role

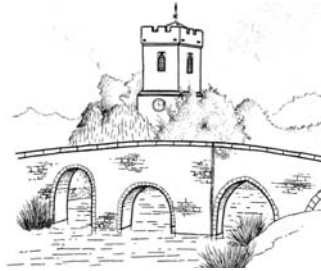
Following a short discussion the following was agreed:

- *The WG would consider grants and other miscellaneous items at its regular quarterly meeting*
- *The WG to meet for its first strategic meeting on 14th Sept. @ 7.15pm (date to be confirmed) to set out its*
 - *Aims and objectives based on the Strategy Report approved by Council*
 - *Proposed co opted members for each of the objectives*
 - *Proposed time table*

RESOLVED to note

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 10- REPORT FROM THE BUSINESS DEVELOPMENT WORKING GROUP

The Business Development WG met on Tuesday 19th July @ 7.00 pm at Vine Cottage, Barton

Attendants:

- Cllr. Mrs Taylor
- Cllr Atkins
- Cllr Knight
- Mrs E. Uggerloese – Clerk

1. Overall “Brand” for Bidford-on-Avon Parish

It was felt that this was an area where the Communications & Marketing Group could take the lead and the BWG would support

2. Businesses run from Home

The BWG proposes a small survey to learn more about what small businesses there are running from home, and any support they might need. Survey to be sent in the autumn with results by the end of January 2017, including a possible database

3. Industrial Estates

Contact to be made with businesses in the industrial estates to explore what local organisations they have belonged to in the past or do currently and what support, if any, they would like from the Parish Council.

4. Support for Bidford Chamber of Trade and Commerce

It was agreed that we would arrange a meeting with the Chairman of the Chamber of Trade & Commerce after their AGM (planned for this month) to learn more about their structure and membership and how we can support their efforts to raise the profile of Bidford commercially. It was also agreed that the BWG needs to engage equally with other businesses in Bidford that are not included in the Chamber of Trade & Commerce (See below re High Street)

5. Businesses in Barton, Broom and Marlcliff

It was felt that development around the riverside needed to be looked at in

liaison with the Amenities WG and in discussion with other interested bodies such as the Avon Navigation Trust.

This was felt to have a lower priority than working with current businesses for the time being and these would be included in the communications and surveys being carried out across the Parish

6. High Street – biggest issue

It was agreed that the BWG needed to build relationships with all the businesses on the High Street, not just those currently formed in to the Chamber of Trade & Commerce, to support ideas for reinvigorating the area and encouraging higher footfall.

Several ideas were discussed:

- **Visitor Centre**
 - i. re-engagement with the History Society
 - ii. viewing the old Post Office
 - iii. consider potential for a trial short lease
 - iv. liaise with Warwickshire CC museums dept. for advice, potential artefacts etc.
 - v. activities for young people
- **Street Markets and Annual Street Party**

there was a discussion about the benefits and challenges of street markets and where they might be best held. There are plans to discuss this with the Chamber of Trade & Commerce (who organised the Italian market) and with other retailers in the village with a view to supporting suitable future markets – but not organising them ourselves as the Parish Council
- **High Street Retailers**

It was agreed that we would visit High Street retailers to learn more about their needs and ideas; find out about opening hours and their reasons; their thoughts about street markets, opening hours, membership of the Chamber of Trade & Commerce etc.
Members of the BWG to share these visits.
- **Grants**

It was felt that grants should be considered as and when, but that small grants (of a few hundred pounds) were not likely to be effective inducements to small business start-ups. However, it was proposed that grants for upgrading frontages would improve the overall attractiveness of the village, which would have a bigger impact on the High street than just the individual business, which fits in with the NDP feedback. This will be put to the Parish Council for discussion with a recommendation that grants would be for whole projects with a realistic maximum agreed.

7. People & Places Bidford High Street Benchmarking report & The Digital High Street 2020 Report

These reports had been circulated in advance of the meeting and information from both reports will inform the survey questions for businesses in the village.

RESOLVED to note