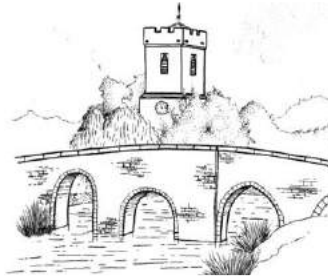


# **BIDFORD ON AVON PARISH COUNCIL**

## **In the County of Warwickshire**



Minutes of the Parish Council Meeting held on Monday 25<sup>th</sup> July 2022 @ 7.30 pm at the Parish Council Meeting Room, Bramley Way, B50 4QG

### **PRESENT**

Chairman                      Cllr. Fleming

Cllrs.                              Broadhurst, Cullum, Deacon, Hiscocks, Meredith and Taylor

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

Also present                    4 members of the public

### **1. TO RECEIVE AND ACCEPT APOLOGIES**

Apologies received and accepted from Cllr Knight and Williams

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

- i.** All members of the Council are respectfully reminded that in order to comply with the Code of Conduct adopted by the Parish Council on 28<sup>th</sup> February 2022, effective from 1<sup>st</sup> May 2022, if any matter arises during the meeting in which they have declared an Interest, which could be personal or prejudicial, they should declare so and leave the room.  
Cllr Hiscocks declared an interest in Item 9iii) Grants as he is a School Governor
- ii.** Written requests for Dispensations for DPI should be received by the Clerk no more than 24 hours prior to the meeting.  
None requested

### 3. TO APPROVE THE MINUTES OF THE MEETING HELD ON 27<sup>TH</sup> JUNE 2022

Cllr Deacon proposed they be accepted and signed as being accurate  
**RESOLVED** that the Minutes be accepted and signed by the Chairman

### 4. PUBLIC FORUM

- i. **Bridge at Marlcliff** this was damaged (vandalised) over the week end and thanks to the Clerk who reacted so quickly and let the proper authorities know of the incident
- ii. **Proposed Memorial Garden rear of St Laurence Church**  
2 x benches had been damaged. Could the Parish Council replace these  
Clerk advised that Parish Councils are expressly unable to give financial support (grants) to churches (Parochial Councils)

### 5. COUNCILLOR FORUM

- i. **Bridge at Marlcliff** there had been a lot of social media traffic on this issue over the weekend with many suggesting the Parish Council should do something about it. Has the ownership/responsible party been identified?  
The Clerk advised that it has been identified as a Public Rights of Way (PROW) asset

### 6. TO RECEIVE REPORT FROM COUNTY COUNCILLOR

Cllr Pemberton had sent a written report which was read by the Clerk and forms an integral part of these Minutes

### 7. TO RECEIVE REPORT FROM DISTRICT COUNCILLORS

- i. **Recycling Waste 123** starting next week (from 1<sup>st</sup> August) anyone without a "food bin" to contact Street Scene at SDC
- ii. **Climate Change** continues to be a big issue. Advice as to "reduce, reuse and recycle" wherever possible
- iii. **Finance** remains sound and on budget for 222/23 and 2023/24
- iv. **Community and Well Being Portfolio Holder** has praised Bidford's Warm Hub, officially considered the best in the District – more centres are being opened based on the success at Bidford

### 8. RECEIVE CLERK'S REPORT

Report was circulated and is attached to these Minutes of which it forms an integral part.

**RESOLVED** to note

### 9. TO CONSIDER REPORTS AND RECOMMENDATIONS FROM THE PARISH COUNCIL WORKING GROUPS

- i. **Communities WG** -verbal report from the Chairman
  - **Local Market** this has been a bigger success than expected and Council has to look for a company, party that can manage the monthly market on behalf of the Council. This may take some time and the market will be suspended until this is determined. According to the NABMA this is best practice and local

councils should expect to have to spend some funds in order for the local markets to continue flourishing and contribute to local business success and community cohesion.

- **Volunteer Vouchers** they are still to be distributed for use within the High Street businesses (COVID 19 Volunteers)
  - **Queen Jubilee Garden** a sub group of co-opted members to be formed to manage and maintain this
  - **Ukraine Refugees** – there are a number of them in the village being looked after by Rev Michael Godfrey. Good contacts with Evesham and Stratford Groups that are very pro active
  - **Water refill and leaflets** – two items that have been on hold due to the pandemic – work on these has re started
  - **UK Prosperity Fund** statements of interest in this was sent by the deadline date in respect of **Local Market** and **Warm Hub** we now have to wait until end of October to see if they are successful.
- ii. **Facilities WG** – Report and Resolutions attached to these Minutes of which it forms an integral part
  - iii. **GRANTS WG** – Report and Resolutions attached to these Minutes of which it forms an integral part
  - iv. **Your Village, Your Voice WG** – Report and Resolutions attached and form part of these Minutes. .

#### **10. TO CONSIDER AND APPROVE MEMBERSHIP OF THE ACCOUNTS QUATERLY REVIEW WG (2 x Councillors)**

It was proposed Cllrs Broadhurst and Hiscocks be nominated. They accepted and it was duly **RESOLVED** to nominate Cllrs Broadhurst and Hiscocks

#### **11. TO CONSIDER REPLY TO THE WCC WALKING & CYCLING CONSULTATION – REPORT CIRCULATED**

It was agreed that Council should support the proposed footpath to the Health Centre and that this should be publicised for residents to support **RESOLVED** to reply to WCC consultation supporting the proposed Bidford footpaths

#### **12. TO REVIEW AND APPROVE THE FOLLOWING POLICIES**

- i. Social Media Policy  
**RESOLVED** to approve update
- ii. Internal Control Policy  
**RESOLVED** to approve update
- iii. Policy of Vexatious Complaints  
**RESOLVED** to approve update

### 13. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS

- i. **22/01963/FUL & 22/01964/LBC Mr A James, 48 High Street, B50 4AA**  
Change of use of part of first floor from bank (Use Class E) to residential use (Class 3) and conversion of first floor to 2 flats following installation of window and roof lights  
Link to application  
<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=RECKFCPMMD400>  
<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=RECKFDPMMD500>  
**RESOLVED** no objection
- ii. **22/02077/TREE Mr & Mrs Size, Maple Tree Cottgate, 11 Grange Road, B50 4BY**
  - **T1 - Maple** reduce canopy from 8M down to 5M
  - **T2 - Robina** thin canopy by 30% and clear BT wire by 1MLink to application  
<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=REWBJWPMIQK00>  
**RESOLVED** to support as it is good tree management

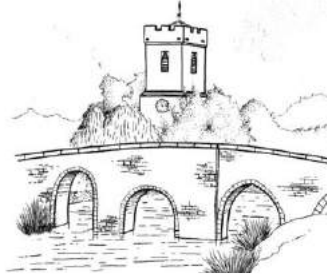
### 14. TO CONSIDER AND APPROVE

- i. **Completed accounts for the month of June 2022**  
These had been circulated.  
Clarification requested as to a credit for Electricity  
This was due to lack of invoices so a sum had been accrued against the item.  
When invoices were received, the total amount was less than the accrued amount so the balance was credited  
**RESOLVED** they should be accepted and approved
- ii. **To approve payments to be made in July 2022**  
List of BACS payments had been circulated.  
An invoice from Local Council Consultancy had been received after accounts had been prepared and this was circulated separately for approval: amount was for £2,636.10  
The total amount for the payment list is £26,489. as per the enclosed  
Total payment approved : £29,125.45  
**RESOLVED** to approve the payments

The meeting closed at approx. 8.40 pm

# **BIDFORD ON AVON PARISH COUNCIL**

## **In the County of Warwickshire**



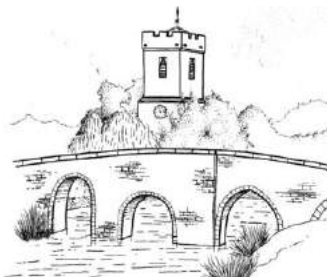
### **Item 6) COUNTY COUNCILLOR REPORT JULY 2022**

- Footbridge fire damage – WCC PROW team has replacement in hand. I have requested that physical access to the bridge is denied as a matter of urgency
- Minerals Plan has been adopted at last WCC Council 19/7
- Extra support for secondary school applications - Parents and carers of children who will be starting Year 6 in September are being given extra support to prepare for their child's application to secondary school in the autumn. Please can you publicise the following link - <https://www.warwickshire.gov.uk/news/article/3099/warwickshire-parents-and-carers-given-extra-support-to-get-ready-for-secondary-school-applications>
- I have attended a WCC seminar on introducing 20 MPH limits in Warwickshire and am keen to see them applied in Bidford. These can be funded through my own delegated budgeted and a new fund, there is also support for co-funded schemes that include Town and Parish contributions. I shall be liaising with residents and the PC over the summer to consult on support for 20MPH and where it can most effectively be deployed in Bidford
- A435 Coughton to Studley – work in deploying an average speed camera governed route is underway. This is the first such scheme in Warwickshire
- Surface dressing work at Saxonfields commences 29/7 as per attached plan
- WCC Chief Executive awarded Chief Exec of the Year at LGA Awards

Item 6) County Cllr Report July 2022

# BIDFORD ON AVON PARISH COUNCIL

## In the County of Warwickshire



### Item 8 - CLERKS REPORT - July 2022

#### UPDATES (Matters arising)

##### 1. ROUNDABOUT

As requested at the June meeting, details were emailed to Cllr Pemberton.  
*It was noted that County Cllr Report made no mention of this*

##### 2. MEMORIAL GARDEN

Resident had visited the are to the rear of St Laurence and advised that it was a lovely, peaceful spot and asked if it could be better signed.

Clerk has spoken to the Vicar who, in principle, is open to the idea. His main concern is the safety of the bank and it was agreed the Clerk to contact SDC to discuss how this could be addressed so that the area can be safely signed as an area for resident to sit and reminisce and remember the family members and friends who have gone.

Vicar and Clerk held a site visit with SDC Officer who agreed that something could be done albeit with financial assistance from third parties. Area to be cleared of brambles and other weeds and a gate installed, with padlock, to enable access to the bank side for maintenance purposes.

Approval to be obtain from Coventry Diocese for a sign to be provided by SDC

##### 3. INTERNAL AUDIT

Reply with comments from Parish Council had been sent to the Internal Auditor. In particular there was the issue of a grant that had been awarded where the figures mentioned by the Internal Auditor had not reflected the amount of the grant requested.

The Internal Auditor replied that the issue being raised was not the amount

but the use, which was to pay for the hire over a period of time. The advise was that, in such cases where the sustainability of a group may not be guaranteed, it would be better for Council pay for the hire of the hall directly for a period of time until the sustainability of the group was proven: that would ensure the funds were used for the correct purpose even if the group was no longer viable.

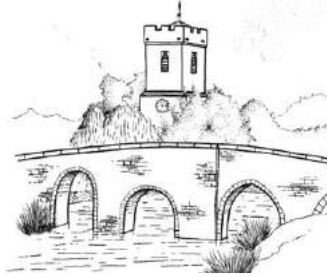
**4. YOUR VILLAGE, YOUR VOICE – WALKING & CYCLING GROUP**

This is a very proactive group meeting regularly via Zoom. Members have provided great maps that have been posted on the website and both Councillors and residents are encouraged to visit their site at <https://bidfordonavon-pc.gov.uk/your-village-your-voice/walking-cycling/> It is also planned that a “Walk of the Month Map” be posted on the noticeboards – they will have a QR so anyone with a smartphone can access the details.

**RESOLVED** to note

# BIDFORD ON AVON PARISH COUNCIL

## In the County of Warwickshire



### ITEM 9ii) FACILITIES WG REPORT & RESOLUTIONS

A meeting of the Facilities WG took place on 13<sup>th</sup> July 2022  
Attendants: Cllrs Deacon, Hiscocks and Knight  
Cllr Broadhurst had sent her apologies

#### 1. WARDS LANE

##### i. Youth Shelters

2 x examples and prices enclosed

- Caloo - £11,423
- AMV - £5,371

Ex. Installation.

##### **Recommendation – AMV 3 sided Youth Shelter**

After a short discussion it was **RESOLVED** by full council to approve the purchase of the AMV 3 sided Youth Shelter and to set aside £10,000 to include removal of current shelter and installation of the new one.

#### 2. DUGDALE SPORTSFIELD

The resolution to install a fence was taken in July 2021. It was put in abeyance as Council entered into conversation/correspondence with WCC to see if there was a “softer” way of dealing with the issue.

Regrettably, no information has been forthcoming from WCC and the advice received from solicitors referred to by WALC is that the Parish Council is in its rights to erect any structure that will cease the potential for any “Right of Way/Entrance”.

Item 9ii) Facilities WG Report & Resolutions July 2022



As this is a new financial year, it has to be reconsidered. Two options are proposed:

- i. Post and Chain Rail installed flush to the existing fences and gates  
**Cost £2,317.60**
- ii. Logs to be placed outside the gates (could be used as seats)  
**Cost £700**

**Recommendation** to opt for the logs that can also be used as benches  
Concern was raised about the logs which could be misused and, after a short discussion, it was **RESOLVED** by full council to approve the purchase and installation of a simple pot and rail flush to the existing fence at a cost of £2,317.60

### 3. LITTER PICKER

A resident contacted the Council as he saw an advert for a Litter Picker in Northway Parish Council and wondered if Bidford would consider this and he would apply.

Members considered this issue and taking into account that

- i. The Big Meadow – litter is removed regularly and bins emptied
- ii. Parish Council bins in the village are regularly emptied
- iii. Play areas are inspected and cleared every Friday
- iv. Bidford Rubbish Friends organise a monthly litter pick
- v. It will be difficult to monitor

The **Recommendation** not to consider an additional position for litter picking  
**RESOLVED** by full council that an additional litter picker position is not required

### 4. PUMP TRACKS

#### i. Sites

There are 3 x potential sites

- Dugdale Sportsfield
- Kings Lane, Broom
- Marleigh Park

A fourth site, St Laurence Way/Ebsdorf, was not considered suitable as it is too close to the roads and too residential.

#### ii. Companies

Due to the cost, Council will have to go to tender using the Government's Contract Finder Platform.

However, there are 2 companies that have installed pump tracks locally

- Clark & Kent (Evesham) their site is available at  
<https://www.clarkkentcontractors.com/tracks/pump-tracks.html>

Item 9ii) Facilities WG Report & Resolutions July 2022

- The UK Ramp Company (Salford Priors). Their details available at <http://www.theukrampco.com/>

**Recommendation** council consider setting £100k aside for this project to be installed at

Following a lengthy discussion it was **RESOLVED** by full council to postpone any decision until a more comprehensive discussion is held by councillors regarding a recreation area strategy.

## 5. THE LEYS POS

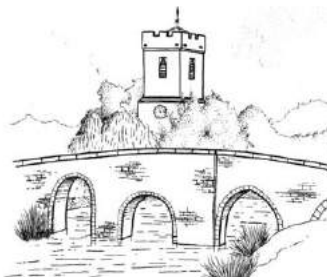
This area is leased from WCC and used as a football area. Often mothers and other children sit to watch and they have requested a picnic bench be installed at either one of the 2 ends.

**RECOMMENDATION** that a picnic bench, as the one to be installed at Marleigh Park at a cost of £2,083.15 + £200 installation

**RESOLVED** by full council to approve the purchase and installation of a picnic table at a cost of £2,283.17

# **BIDFORD ON AVON PARISH COUNCIL**

## **In the County of Warwickshire**



### **Item 9 iii) GRANT APPLICATION – REPORT & RESOLUTIONS**

Members: Cllrs Fleming, Chairman of the Parish Council; Taylor, Vice Chairman, Hiscocks, Chairman of the Facilities WG and Meredith, Chairman of the communities WG

#### **1. Bidford Pantomime Group**

2023 Panto production

Grant requested £1000 towards hire of venues)

**Recommendation** to award £750

**RESOLVED** by full council to award a grant of £750

#### **2. Bidford Primary School**

Play equipment

Total cost of project £23,691

Grant request £7,191

Other funds raised by parents and school budget

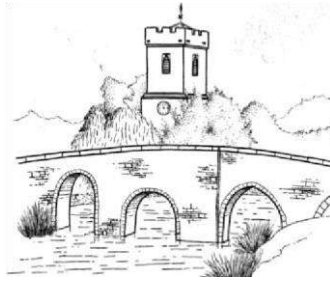
**Recommendation** to grant £6,500 (same amount as the school)

**RESOLVED** by full council to award a grant of £6,500

Item 9iii) Grant Application Report & Resolutions July 2022

# **BIDFORD ON AVON PARISH COUNCIL**

## **In the County of Warwickshire**



### **ITEM 9iv) YOUR VILLAGE YOUR VOICE WG – REPORT AND RESOLUTIONS**

It is proposed the Terms of Reference, approved in December 2021, be amended as follows:

- **Members**
  - Number to remain “up to 21”
  - Change number of Parish Councillors from 4 to 3
  - Delete Project Manager as permanent member
  
- **Chairman**

Amend to read “The Chairman is not required to be a Parish Councillor. The first Chairman to be determined by the Parish Council and, thereafter, elected annually by the Your Village, Your Voice Group members”

**Recommendation** that Council approves these changes

**RESOLVED** unanimously by full Council to adopt the amendments

**Bidford on Avon Parish Council**  
**Income & Expenditure by Cost Centre (Advanced Budget and Variance)**

Period From: Month 1, April  
 Period To: Month 3, June

Year: 2022/23

<b><u>101 Administration</u></b>			
<b>Income</b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Variance</u></b>
1120 Room hire and letting Fees	-	800.00	- 800.00
1176 Precept	149,282.50	298,565.00	- 149,282.50
1195 CCLA PSDF Interest Received	<u>1,427.31</u>	<u>250.00</u>	<u>1,177.31</u>
	<b>150,709.81</b>	<b>299,615.00</b>	<b>- 148,905.19</b>
<b><u>Expenditure</u></b>			
4001 Salary & wages	11,685.27	73,300.00	61,614.73
4004 WFH Allowance	78.00	432.00	354.00
4006 Rent for Room	600.00	2,450.00	1,850.00
4008 Training Costs	80.00	3,950.00	3,870.00
4009 Travelling	86.60	500.00	413.40
4010 Janitorial	21.90	100.00	78.10
4011 Business Rates	394.21	400.00	5.79
4020 Sundry Expenses	-	100.00	100.00
4021 Telephone	169.38	1,000.00	830.62
4022 Postage & Carriage	8.34	100.00	91.66
4023 Office Stationery	31.57	500.00	468.43
4024 Subscriptions	1,421.97	2,500.00	1,078.03
4025 Insurance	5,015.58	-	- 5,015.58
4026 Broadband and Internet	44.76	250.00	205.24
4027 Equipment Rental	100.87	500.00	399.13
4028 Accounts Support	510.00	3,600.00	3,090.00
4029 IT & Computer Support	45.95	2,850.00	2,804.05
4030 Website	541.33	2,000.00	1,458.67
4032 Publicity & Special Events	-	100.00	100.00
4034 New Office Equipment	-	250.00	250.00
4039 General Maintenance	27.92	250.00	222.08
4056 Legal and Professional	-	1,000.00	1,000.00
4057 Audit Fees External & Internal	<u>700.00</u>	<u>1,800.00</u>	<u>1,100.00</u>
	<b>21,563.65</b>	<b>97,932.00</b>	<b>76,368.35</b>
<b><u>102 Civic &amp; Democratic</u></b>			
<b>Expenditure</b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Variance</u></b>
4008 Training Costs	100.00	1,000.00	900.00
4037 Newsletter	75.98	1,650.00	1,574.02
4053 Election Costs	<u>-</u>	<u>1,000.00</u>	<u>1,000.00</u>
	<b>250.28</b>	<b>3,650.00</b>	<b>3,399.72</b>
<b><u>107 Grants &amp; Donations Power Gen C</u></b>			
<b>Expenditure</b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Variance</u></b>
4061 Grants and Donations	1,980.00	25,000.00	23,020.00
4071 Queen's Platinum Jubilee	<u>8,485.32</u>	<u>15,000.00</u>	<u>6,514.68</u>
	<b>10,465.32</b>	<b>40,000.00</b>	<b>29,534.68</b>
<b><u>109 Capitals &amp; Projects</u></b>			
<b>Expenditure</b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Variance</u></b>
4072 Brighter Bidford	3,290.00	-	- 3,290.00
4910 CP Warm Hub Project	419.37	-	- 419.37
4911 CP Your Village, Your Voice (rec Strategy)	2,198.70	-	- 2,198.70
4991 Rolling Projects Provision	50,000.00	50,000.00	-
4992 Funding from Rolling Projects	<u>- 2,479.89</u>	<u>-</u>	<u>2,479.89</u>
	<b>53,428.18</b>	<b>50,000.00</b>	<b>- 3,428.18</b>
<b><u>201 Parks &amp; Outside Areas</u></b>			
<b>Income</b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Variance</u></b>
1000 Carparking Fees	16,900.03	35,000.00	- 18,099.97
1001 Lease,Rent,Hire Pitches/Land	2,245.23	1,600.00	645.23
1002 Fishing Rights	1,036.00	1,200.00	- 164.00
1003 Moorings Income	-	1,600.00	- 1,600.00
1012 Concessions	-	2,000.00	- 2,000.00
	<b>22,681.26</b>	<b>41,400.00</b>	<b>- 18,718.74</b>

**Bidford on Avon Parish Council**  
**Income & Expenditure by Cost Centre (Advanced Budget and Variance)**

Period From: Month 1, April  
 Period To: Month 3, June

Year: 2022/23

<b>Expenditure</b>			
4010 Janitorial	1,114.40	5,000.00	3,885.60
4012 Water Rates	70.93	900.00	829.07
4013 Rent Paid Parks	-	12,500.00	12,500.00
4014 Rent Paid Play Areas	-	200.00	200.00
4015 Electricity	493.12	1,500.00	1,006.88
4017 Waste Disposal	1,773.48	8,000.00	6,226.52
4019 Gatekeepers Commission	7,200.00	4,000.00	- 3,200.00
4020 Sundry Expenses	45.95	2,100.00	2,054.05
4036 Building Maintenance	-	1,000.00	1,000.00
4038 Vandalism Repairs	1,052.76	1,800.00	747.24
4039 General Maintenance	250.00	20,000.00	19,750.00
4042 Equipment Maintenance	57.50	200.00	142.50
4043 Tree Maintenance	-	400.00	400.00
4044 Tools & Equipment Purchases	8.70	200.00	191.30
4046 Grass Cutting	6,503.00	25,000.00	18,497.00
4047 Play Area Maintenance	2,210.50	15,000.00	12,789.50
4050 Street Furniture & Signs	600.00	500.00	- 100.00
4070 Card Processing	1,383.86	-	- 1,383.86
	<u>22,764.20</u>	<u>-</u>	<u>98,300.00</u>
			<b>75,535.80</b>
<b><u>202 Allotments</u></b>			
<b>Income</b>			
	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
1010 Allotment Rents	1,854.43	1,800.00	54.43
	<u>1,854.43</u>	<u>1,800.00</u>	<u>54.43</u>
			<b>54.43</b>
<b>Expenditure</b>			
4012 Water Rates	- 70.00	750.00	820.00
4039 General Maintenance	188.13	1,000.00	811.87
5026 Tfr to EMR Allotments	-	50.00	50.00
	<u>188.08</u>	<u>1,800.00</u>	<u>1,611.92</u>
			<b>1,611.92</b>
<b><u>203 Cemetery</u></b>			
<b>Income</b>			
	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
1130 Burials	885.00	5,000.00	- 4,115.00
1131 Memorials	190.00	1,500.00	- 1,310.00
	<u>1,075.00</u>	<u>6,500.00</u>	<u>- 5,425.00</u>
			<b>5,425.00</b>
<b>Expenditure</b>			
4011 Business Rates	1,467.06	1,320.00	- 147.06
4012 Water Rates	42.11	100.00	57.89
4023 Office Stationery	-	50.00	50.00
4024 Subscriptions	95.00	100.00	5.00
4039 General Maintenance	56.08	8,000.00	7,943.92
4042 Equipment Maintenance	110.99	750.00	639.01
4043 Tree Maintenance	-	1,000.00	1,000.00
4046 Grass Cutting	576.00	3,000.00	2,424.00
	<u>2,373.24</u>	<u>14,320.00</u>	<u>11,946.76</u>
			<b>11,946.76</b>
<b><u>204 Street Lighting</u></b>			
<b>Expenditure</b>			
	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
4018 Electricity Streetlights	- 352.87	1,000.00	1,352.87
4054 Streetlights R & M	-	750.00	750.00
	<u>352.87</u>	<u>1,750.00</u>	<u>2,102.87</u>
			<b>2,102.87</b>
<b><u>205 Village Management</u></b>			
<b>Income</b>			
	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
1001 Lease,Rent,Hire Pitches/Land	-	50.00	- 50.00
1055 Agency Work Income	-	3,050.00	- 3,050.00
	<u>-</u>	<u>3,100.00</u>	<u>- 3,100.00</u>
			<b>3,100.00</b>

**Bidford on Avon Parish Council**

**Income & Expenditure by Cost Centre (Advanced Budget and Variance)**

Period From: Month 1, April

Year: 2022/23

Period To: Month 3, June

<b>Expenditure</b>					
4032	Publicity & Special Events	40.00	450.00	410.00	
4035	Village Improvement	-	9,100.00	9,100.00	
4038	Vandalism Repairs	-	500.00	500.00	
4039	General Maintenance	580.00	1,000.00	420.00	
4042	Equipment Maintenance	-	800.00	800.00	
4043	Tree Maintenance	-	1,000.00	1,000.00	
4045	Lengthman	-	1,000.00	1,000.00	
4048	Footpath & Verge Mtce	6,730.00	15,000.00	8,270.00	
4049	War Memorial Maintenance	-	500.00	500.00	
4050	Street Furniture & Signs	2,743.29	3,000.00	256.71	
4051	Flower Boxes	1,530.00	6,000.00	4,470.00	
4073	Storage	189.75	-	-	189.75
5130	Tfr from S106 Fund	-	2,595.00	-	2,595.00
			<b>9,218.04</b>	<b>38,350.00</b>	<b>29,131.96</b>
	<b>Total Income</b>		<b>176,320.50</b>	<b>352,415.00</b>	<b>176,094.50</b>
	<b>Total Expenditure</b>		<b>119,898.12</b>	<b>346,102.00</b>	<b>226,203.88</b>
	<b>Net Income/(Expenditure)</b>		<b>56,422.38</b>	<b>6,313.00</b>	<b>50,109.38</b>

**Bidford on Avon Parish Council**  
**List of Sales Receipt & Bank Receipt By Bank**

Date From: 01/06/2022

Date To: 30/06/2022

Bank: Current Bank A/C

No	Date	Type	Ref	Details	Net	Tax	Gross
5127	01/06/2022	BR	BGC	Card Txns-Car income	102.50	20.50	123.00
5128	01/06/2022	BR	BGC	Card Txns-Car income	210.00	42.00	252.00
5129	01/06/2022	BR	BGC	Card Txns-Car income	290.00	58.00	348.00
5134	01/06/2022	BR	BGC	Replacement fobs	8.33	1.67	10.00
5228	01/06/2022	BR	DEP	Mobile Chq-Allotment rent	75.00	-	75.00
5130	06/06/2022	BR	BGC	Card Txns-Car income	115.00	23.00	138.00
5131	07/06/2022	BR	BGC	Card Txns-Car income	67.50	13.50	81.00
5132	07/06/2022	BR	DEP	Allotment rent income	740.88	-	740.88
5133	08/06/2022	BR	BGC	Card Txns-Car income	72.50	14.50	87.00
5135	08/06/2022	BR	BGC	Card Txns-Car income	162.50	32.50	195.00
5136	08/06/2022	BR	BGC	Card Txns-Car income	267.50	53.50	321.00
5137	08/06/2022	BR	BGC	Card Txns-Car income	394.17	78.83	473.00
5138	08/06/2022	BR	BGC	Card Txns-Car income	537.50	107.50	645.00
5139	09/06/2022	BR	BGC	Card Txns-Car income	65.00	13.00	78.00
5140	10/06/2022	BR	BGC	Card Txns-Car income	92.50	18.50	111.00
5141	13/06/2022	BR	BGC	Card Txns-Car income	60.00	12.00	72.00
5186	13/06/2022	BR	FPI	G Williams Plot 1314	285.00	-	285.00
5227	13/06/2022	BR	FPI	A Stephens Bidford A C Water	1,036.00	-	1,036.00
5142	14/06/2022	BR	BGC	Card Txns-Car income	60.00	12.00	72.00
5143	15/06/2022	BR	BGC	Card Txns-Car income	75.00	15.00	90.00
5144	15/06/2022	BR	BGC	Card Txns-Car income	335.00	67.00	402.00
5145	15/06/2022	BR	BGC	Card Txns-Car income	445.00	89.00	534.00
5146	16/06/2022	BR	BGC	Card Txns-Car income	117.50	23.50	141.00
5147	17/06/2022	BR	BGC	Card Txns-Car income	135.00	27.00	162.00
5148	20/06/2022	BR	BGC	Card Txns-Car income	147.50	29.50	177.00
5149	21/06/2022	BR	BGC	Card Txns-Car income	177.50	35.50	213.00
5150	22/06/2022	BR	BGC	Card Txns-Car income	97.50	19.50	117.00
5151	22/06/2022	BR	BGC	Card Txns-Car income	249.17	49.83	299.00
5152	22/06/2022	BR	BGC	Card Txns-Car income	350.00	70.00	420.00
5230	23/06/2022	BR	BGC	Card Txns-Car income	157.50	31.50	189.00
5231	24/06/2022	BR	BGC	Card Txns-Car income	185.00	37.00	222.00
5232	27/06/2022	BR	BGC	Card Txns-Car income	217.50	43.50	261.00
5233	27/06/2022	BR	BGC	Replacement fobs	20.83	4.17	25.00
5234	28/06/2022	BR	BGC	Card Txns-Car income	160.00	32.00	192.00
5235	28/06/2022	BR	FPI	Clifford G&SN Davis	185.00	-	185.00
5236	28/06/2022	BR	FPI	Clifford G&SN Davis	5.00	-	5.00
5237	29/06/2022	BR	BGC	Card Txns-Car income	65.00	13.00	78.00
5238	29/06/2022	BR	BGC	Card Txns-Car income	299.17	59.83	359.00
5239	29/06/2022	BR	BGC	Card Txns-Car income	357.50	71.50	429.00
5240	30/06/2022	BR	BGC	Card Txns-Car income	47.50	9.50	57.00
					<b>8,471.05</b>	<b>1,228.83</b>	<b>9,699.88</b>



**Bidford on Avon Parish Council**  
**Supplier Payment and Bank Payment by Bank**

Date From: 01/06/2022

Date To: 30/06/2022

Bank 0201

No	Date	Type	Supplier	Ref	Details	Net	Tax	Gross
5161	01/06/2022	PP	STORAGE	SO	Storage for items owed by Parish Council	75.90	-	75.90
5162	01/06/2022	PP	O2	DD	Monthly phone charge	59.70	-	59.70
5224	01/06/2022	BP	BALLOONS	FPO01-1	Balloons R UP - Queens Jubilee	150.00	-	150.00
5225	01/06/2022	BP	M&WA	FPO01-2	M&WA Shaddick - Jubilee Events	22.97	-	22.97
5226	06/06/2022	BP	M&WA	FPO06	M&WA Shaddick - Jubilee Events	8.65	-	8.65
5163	07/06/2022	PP	DHERITAGE	FPO	Dillain Organ - Queen Jubilee	60.00	-	60.00
5164	10/06/2022	PP	CAPSULE	FPO	Celebration Time Capsule	375.00	-	375.00
5165	14/06/2022	PP	STRATFORD	DD	Stratford on Avon DC - Rates	53.00	-	53.00
5166	14/06/2022	PP	STRATFORD	DD	Stratford on Avon DC - Rates	56.00	-	56.00
5167	14/06/2022	PP	STRATFORD	DD	Stratford on Avon DC - Rates	115.00	-	115.00
5187	14/06/2022	BP	SCOTT	DD	Scottish power 16061138656	33.00	-	33.00
5169	17/06/2022	PA	BADGER	FPO	Special Events - Jubilee	537.50	-	537.50
5170	20/06/2022	PA	WaterPlus	DD	Water charge	11.70	-	11.70
5171	20/06/2022	PP	GPUK	DD	Global payment LLP	536.41	-	536.41
5172	21/06/2022	PP	EON	DD	Elec Charge	253.86	-	253.86
5229	24/06/2022	BP	EUGGER	BACS	Staff Salaries June 22	2438.27	-	2438.27
5241	24/06/2022	PA	CMH	SO	Crawford Memorial Hall Hire	75.00	-	75.00
5242	24/06/2022	PA	WaterPlus	DD	Water charge	102.17	-	102.17
5190	27/06/2022	PP	ACCDATA	BACS01	Internal audit fee	2,400.00	-	2400.00
5191	27/06/2022	PP	ALOCKS	BACS02	Attend meadow disabled toilet	69.00	-	69.00
5192	27/06/2022	PP	AMG	BACS03	AMG Café - Street BBQ	800.00	-	800.00
5193	27/06/2022	PP	B50	BACS04	Website updates	433.33	-	433.33
5194	27/06/2022	PP	BLOOM	BACS05	Bidford jubilee celebration promo materials	900.20	-	900.20
5195	27/06/2022	PP	CANON	BACS06	Copier charge Mar/May & Jun/Aug	121.04	-	121.04
5196	27/06/2022	PP	COTSAUTO	BACS07	Propane bottle	120.00	-	120.00
5197	27/06/2022	PP	CHURCH	BACS08	Church hall use - Jubilee	200.00	-	200.00
5198	27/06/2022	PP	DCK	BACS09	DCK - YE Closedown 21/22	450.00	-	450.00
5199	27/06/2022	PP	EDGE	BACS10	IT service - delivery	89.16	-	89.16
5200	27/06/2022	PP	GLASDON	BACS11	Degradable bags, recycling metal bin liners	3,230.27	-	3230.27
5201	27/06/2022	PP	GRUNDON	BACS12	Container rental & disposal	869.69	-	869.69
5202	27/06/2022	PP	HART	BACS13	Multi Purpose woodscrew	76.80	-	76.80
5203	27/06/2022	PP	KOMPAN	BACS14	Woodscrew, etc.	351.64	-	351.64
5204	27/06/2022	PP	LIME	BACS15	Fence line strimming	207.60	-	207.60
5205	27/06/2022	PP	MCCARTHY	BACS16	Felton Irish dancing - Jubilee	150.00	-	150.00
5206	27/06/2022	PP	MEREDITH	BACS17	Queen jubilee grant	329.28	-	329.28
5207	27/06/2022	PP	MGS	BACS18	Maintenance works, maintain big meadow	6,280.00	-	6280.00
5208	27/06/2022	PP	PBSL	BACS19	Waste collection	235.80	-	235.80
5209	27/06/2022	PP	PLATO	BACS20	Plato catering - Furniture hire	513.84	-	513.84
5210	27/06/2022	PP	PRICKETT	BACS21	Check play area May	722.00	-	722.00
5211	27/06/2022	PP	SPACE	BACS22	Lamination 2 aerial photos of BOA	36.96	-	36.96
5212	27/06/2022	PP	STAPLE	BACS23	Queen jubilee grant	125.00	-	125.00
5213	27/06/2022	PP	STJOHN	BACS24	Provision to provide first aid service	115.20	-	115.20
5214	27/06/2022	PP	THAME	BACS25	Thamesdown recycling - Waste collection	60.00	-	60.00
5215	27/06/2022	PP	UGGER	BACS26	Clerks expense claim	298.40	-	298.40
5216	27/06/2022	PP	WALC	BACS27	Local council - Climate action day	36.00	-	36.00
5219	27/06/2022	PP	GLASDON	BACS28	Bio-Degradable bags	1002.96	-	1002.96
5220	27/06/2022	PP	RIVER	BACS29	Bouquet in a box - Queen Jubilee	30.00	-	30.00
5243	27/06/2022	PA	BCL	SO	Library License Agreement	200.00	-	200.00
5244	27/06/2022	PA	VODA	DD	Phone & Broadband Bill	38.21	-	38.21
5247	28/06/2022	PP	MCCARTHY	BACS	Felton Irish dancing - Jubilee	50.00	-	50.00
5248	30/06/2022	BP	Pension	SO	Warks PS	812.73	-	812.73
5249	30/06/2022	PP	MICRO	SO	Monthly hosting fee	55.14	-	55.14
5250	30/06/2022	PA	DCK	SO	Accounting Services	264.00	-	264.00
5251	30/06/2022	PA	LIMEBRID	SO	Monthly maintenance	3415.20	-	3415.20
5252	30/06/2022	BP	MARCLIFF	FPO	Marcliff Resident - Grant 2022/23	980.00	-	980.00
						<b>31,033.58</b>	<b>-</b>	<b>31,033.58</b>

To Period: Month 3, June 2022

<u>N/C</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>
0100	Debtors Control	213.12	
0105	VAT Control A/c	2,207.03	
0110	Prepayments	64.93	
0201	Current Bank A/c	15,214.83	
0204	CCLA PSDF	882,394.28	
0310	General Reserves		170,907.17
0315	EMR Rolling Projects Fund		234,088.31
0326	EMR Allotments		5,675.85
0329	EMR CPCPP -Cycle Paths		3,000.00
0330	EMR S106 fund		116,617.23
0331	EMR - Jacksons Meadow		23,500.00
0332	EMR Election		731.62
0333	EMR S106 Miller Homes		233,330.00
0501	Creditors Control		9,107.21
0515	PAYE Control		2,010.27
0517	Pension Contribution		167.81
1000	Carparking Fees		16,900.03
1001	Lease,Rent,Hire pitches/land		2,245.23
1002	Fishing Rights		1,036.00
1010	Allotment Rents		1,854.43
1121	Sundry Receipts		2,500.00
1130	Burials		885.00
1131	Memorials		190.00
1176	Precept		149,282.50
1195	CCLA PSDF Interest received		1,427.31
3200	Profit and Loss Account		44,536.34
4001	Salary & Wages	9,821.28	
4003	Pensions	1,863.99	
4004	WFH Allowance	78.00	
4006	Rent for Room	600.00	
4008	Training Costs	180.00	
4009	Travelling	86.60	
4010	Janitorial	1,136.30	
4011	Business Rates	1,861.27	
4012	Water Rates	43.04	
4015	Electricity	493.12	
4017	Waste Disposal	1,773.48	
4018	Electricity Streetlights		352.87
4019	Gatekeepers Commission	7,200.00	
4021	Telephone	169.38	
4022	Postage & Carriage	8.34	
4023	Office Stationery	31.57	
4024	Subscriptions	1,516.97	
4025	Insurance	5,015.58	
4026	Broadband and Internet	44.76	
4027	Equipment Rental	100.87	
4028	Accounts Support	510.00	
4029	IT & Computer Support	91.90	
4030	Website	541.33	
4032	Publicity & Special Events	115.98	
4034	New Office Equipment	74.30	
4038	Vandalism Repairs	1,052.76	

Date: 19/07/2022  
Time: 12:28:43

Bidford on Avon Parish Council  
Period Trial Balance

Page: 2

To Period: Month 3, June 2022

<u>N/C</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>
4039	General Maintenance	1,102.13	
4042	Equipment Maintenance	168.49	
4044	Tools & Equipment Purchases	8.70	
4046	Grass Cutting	7,079.00	
4047	Play Area Maintenance	2,210.50	
4048	Footpath & Verge Mtce	6,730.00	
4050	Street Furniture & Signs	3,439.24	
4051	Flower Boxes	1,530.00	
4057	Audit Fees External & Internal	700.00	
4061	Grants and Donations	1,980.00	
4070	Card Processing	1,383.86	
4071	Queen's Platinum Jubilee	5,201.05	
4072	Brighter Bidford	3,290.00	
4073	Storage	189.75	
4910	CP Warm Hub Project	419.37	
4911	CP Your Village, Your Voice (recreation)	2,198.70	
4913	Queens Platinum Jubilee	3,284.27	
4991	Rolling Projects Provision	50,000.00	
4992	Funding from Rolling Projects		2,479.89
5130	Tfr from S106 Fund		2,595.00
	Totals:	<u>1,025,420.07</u>	<u>1,025,420.07</u>

**Bidford on Avon Parish Council**  
**Supplier Payment and Bank Payment by Bank**

Date From: 01/07/2022

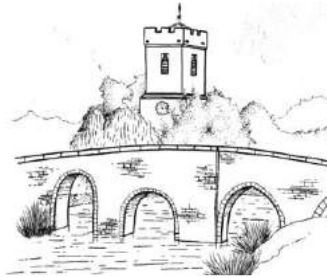
Date To: 25/07/2022

Bank 0201

No	Date	Type	Supplier	Ref	Details	Net	Tax	Gross
5254	01/07/2022	PP	O2	DD	Monthly phone charge	62.20	-	62.20
5255	01/07/2022	PA	WaterPlus	DD	Water charge	70.93	-	70.93
5264	01/07/2022	PA	STORAGE	SO	Storage for items owned by Parish Council	75.90	-	75.90
5303	14/07/2022	BP	HMRC	BACS	HMRC PAYE/NI Due	2,010.27	-	2,010.27
5304	14/07/2022	BP	SCOTT	DD	Scottish power 16061138656	33.00	-	33.00
5305	14/07/2022	PP	STRATFORD	DD	Stratford on Avon DC - Rates	53.00	-	53.00
5306	14/07/2022	PP	STRATFORD	DD	Stratford on Avon DC - Rates	56.00	-	56.00
5307	14/07/2022	PP	STRATFORD	DD	Stratford on Avon DC - Rates	115.00	-	115.00
5315	18/07/2022	PP	GPUK	DD	Global payment LLP	582.50	-	582.50
5338	25/07/2022	PP	ARTHUR	BACS01	Insurance 01Jun to 31 May 23	4,200.05	-	4,200.05
5339	25/07/2022	PA	ALCC	BACS02	ALCC Membership	412.00	-	412.00
5340	25/07/2022	PP	BASFORD	BACS03	Machine repairs - Mountfield repairs	108.24	-	108.24
5341	25/07/2022	PP	BUILD	BACS04	Survey line white marking paint	72.67	-	72.67
5342	25/07/2022	PP	GARDEN	BACS05	Gardening Society - Annual show Jubilee	34.00	-	34.00
5343	25/07/2022	PP	GRUNDON	BACS06	8 Yard Frontloading container	472.58	-	472.58
5344	25/07/2022	PP	HARTWELL	BACS07	Dia round shutting post & postcrete	105.76	-	105.76
5345	25/07/2022	PP	LIBRARY	BACS08	50% contribution to recycling bin	30.00	-	30.00
5346	25/07/2022	PP	LIME	BACS09	Footway clearance - Salford Rd	207.60	-	207.60
5347	25/07/2022	PP	MARSHALLS	BACS10	Festival Tables and bench x 2	5,059.56	-	5,059.56
5348	25/07/2022	PP	MDGROUP	BACS11	Big meadow toilets - Vandalism repairs	521.36	-	521.36
5349	25/07/2022	PP	MGS	BACS12	Maintain Bid Meadow, Allotment sign	5,620.00	-	5,620.00
5350	25/07/2022	PP	SLCC	BACS13	Training Seminar - Midlands Event	102.00	-	102.00
5351	25/07/2022	PP	STRATFORD	BACS14	Annual CCTV monitoring Jul22/Jun23	2,977.00	-	2,977.00
5352	25/07/2022	PP	UGGER	BACS15	Clerk's expense claim	82.23	-	82.23
5353	25/07/2022	BP	GRANT	BACS16	Bidford Bowling Club - Approved Grant	3,425.50	-	3,425.50
						<b>26,489.35</b>	<b>-</b>	<b>26,489.35</b>

# **BIDFORD ON AVON PARISH COUNCIL**

## **In the County of Warwickshire**



**Following guidance from Public Health Warwickshire, the Parish Council would encourage those attending the meeting to wear a face covering and respect each other's space. Council will continue to offer sanitiser on entrance and to ventilate the room during the meeting.**

To all Members of the Parish Council

You are hereby summoned to attend a Meeting of the Parish Council to be held at the Parish Council Meeting Room, Bramley Way, B50 4QG on Monday 25<sup>th</sup> July 2022 @ 7.30 pm to transact the following business

20<sup>th</sup> July 2022

Elisabeth Uggerløse  
Clerk to the Parish Council

### **AGENDA**

- 1. To receive** and accept apologies
- 2. To receive** any Declaration of Interest on Items on the Agenda
  - i.** All members of the Council are respectfully reminded that in order to comply with the Code of Conduct adopted by the Parish Council on 28<sup>th</sup> February 2022, effective from 1<sup>st</sup> May 2022, if any matter arises during the meeting in which they have declared an Interest, which could be personal or prejudicial, they should declare so and leave the room.
  - ii.** 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.

3. **To approve** the Minutes of the meeting held on 27<sup>th</sup> June 2022
4. **Public Forum** questions from members of the public. Please be aware that Council will only be able to respond to issues relating to the business to be transacted at the meeting. Approx. 15 minutes in total; 3 minutes per person. (Public Participation at Council Meeting Guidance Notes apply). Please note that this is the **only** opportunity members of the public have to raise issues as, once the meeting has started, all discussions are limited to the Council and Officers.
5. **Councillor Forum** Questions from members of the Council. Councillors are reminded to raise questions that are pertinent to Council. Administrative questions to the Clerk should be directed directly to her outside the meeting, 3 mins. per issue raised and 15 minutes in total.
6. **To receive** report from County Councillor
7. **To receive** report from District Councillor
8. **To receive** Clerk's report
9. **To consider** Update Reports from the Parish Council's Working Groups
  - i. **Communities WG** – verbal report
  - ii. **Facilities WG** – Report & Recommendations circulated
  - iii. **Grants WG** – Report & Recommendations
  - iv. **Your Village, Your Voice WG** – Report & Recommendations
10. **To consider and approve** membership of the Accounts Quarterly Review WG (2 councillors)
11. **To consider** reply to the WCC Walking & Cycling consultation – Report enclosed
12. **To review and approve** the following policies
  - i. Social Media Policy
  - ii. Internal Control Policy
  - iii. Policy of Vexatious Complaints
13. **To consider** the following planning applications:
  - i. **22/01963/FUL & 22/01964/LBC Mr A James, 48 High Street, B50 4AA**  
 Change of use of part of first floor from bank (Use Class E) to residential use (Class 3) and conversion of first floor to 2 flats following installation of window and roof lights  
 Link to application  
<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=RECKFCPMMD400>  
<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=RECKFDPMMD500>
  - ii. **22/02077/TREE Mr & Mrs Size, Maple Tree Cottgate, 11 Grange Road, B50 4BY**
    - **T1 – Maple** reduce canopy from 8M down to 5M
    - **T2 – Robina** thin canopy by 30% and clear BT wire by 1M
 Link to application  
<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=REWBIWPMIQK00>

**14. To approve**

- i.** June 2022 accounts - circulated
- ii.** July 2022 payments – circulated