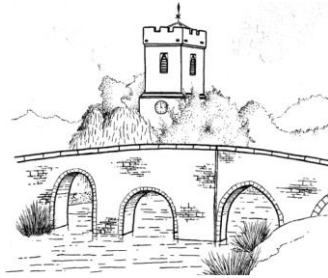


BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Minutes of the Parish Council Meeting held on Monday 22nd August 2022 @ 7.30 pm at the Parish Council Meeting Room, Bramley Way, B50 4QG

PRESENT

Chairman Cllr. Fleming

Cllrs. Cullum, Deacon, Hiscocks, Knight, Meredith, Richardson 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 Cllrs Broadhurst 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 28th February 2022, effective from 1st 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.
None declared
- 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 25TH JULY 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. The item of the new Councillor should be on the Agenda which it was not. This was noted by Council
- ii. The Parish Council had approved the expenditure on a replacement Youth Shelter:

- Has it ascertained how many youngster use it
- How did they reach the conclusion that it was required

The Parish Council, together with other agencies, had agreed this was the right place for a Youth Shelter area to prevent youngster congregating on the car park and causing disturbances.

Councillors had talked to local young people who do use it though they admitted it would be better used if it was less uncomfortable and covered. This had been taken into consideration when deciding on the new shelter

5. COUNCILLOR FORUM

No issues raised

6. TO RECEIVE REPORT FROM COUNTY COUNCILLOR

No report

7. TO RECEIVE REPORT FROM DISTRICT COUNCILLORS

- i. **Climate Change** SDC looking at a joint venture with Heart of England Forest as the experts on trees and hedges
- ii. **Solar panels** these are being considered for the leisure centre
- iii. **Green Bins** 46,481 permits had been issued raising £1.5M
- iv. **1 2 3 Waste** this has been operating for 2 weeks. There have been complaints but things are improving
- v. **South Warwickshire Trust Fund** – minor injury unit is now opened: regrettably there is an unmet need for staff
- vi. **Heat or Eat** there is concern about the energy crisis as we come up to winter
- vii. **Rural Crime** – good news newsletter will be circulated and posted on the website

RESOLVED to note

8. RECEIVE CLERK'S REPORT

Report was read 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 continues to be work in progress. Some good news have been received and

will be considered with a recommendation in September

- **Queen Jubilee Garden** volunteers have been contacted but Council is unwilling to proceed with anything until the transfer has been completed. Currently it is in the process of being publicised as required
- **Bunting** – this has been taken down
- **Spring plants** – waiting for prices
- **Banners** current ones will be removed in September. Currently waiting for prices for new ones for 2023
- **Roundabout** waiting for an update from Cllr Pemberton who has been given all the details
- **YVYV** – the WG will be considering all issues and reporting in September
- **Water Bottle Refill** now that things are normalising after COVID, the WG is revisiting this. However, prices have risen considerably so are negotiating best offers.
Also looking to partner with Severn Trent to provide standing water fountains similar to scheme seen in Hampshire.
- **Community Kitchen** would this be viable?
- **Manshed** – to be run by male volunteers. Aimed at helping men who are on their own. Looking to see if viable

RESOLVED to note

- ii. **Facilities WG** – Report and Resolutions attached to these Minutes of which it forms an integral part
- iii. **Burials WG** – Clerk reported that the regular meeting to check the records to ensure they are correct had taken place with no issues to report
RESOLVED to note

10. TO CONSIDER OPTING OUT OF THE SMALLER AUTHORITIES AUDIT APPOINTMENT (SAAA) CENTRAL EXTERNAL AUDITOR APPOINTMENT ARRANGEMENT

this would require the Parish Council appoint its own recognised External Auditor and negotiate its own price as opposed to continue with the SAAA where negotiation for best price, covers **all** local councils

The recommendation from both DCK Accounting and the RFO is not to opt out
RESOLVED not to opt out and continue within the SAAA.

11. TO CONSIDER CURRENT SITUATION OF THE BORDER FENCE BETWEEN DUGDALE SPORTSFIELD AND THE BOVIS ESTATE

There has been incorrect information posted on social media regarding this issue with the Parish Council being wrongly accused of not installing a gate.

After a short discussion, it was proposed the Clerk write a letter to the Bovis Estate

Residents representative explain the current situation and offering assistance should this be required.

RESOLVED the Clerk to write clarifying the current situation and offering any necessary assistance

12. TO REVIEW AND APPROVE THE FOLLOWING POLICY

- i. Councillor/Clerk Protocol

RESOLVED to approve update

13. TO RECEIVE thank you letter from Bidford Panto for the grant

RESOLVED to note

14. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS

- i. **22/01124/FUL Mr Kristopher Ombler Aqua Mundus Ltd, Unit 3A Waterloo Industrial Estate, Waterloo Road**

Removal of storage containers – replace with warehouse units

Link to application

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=RA6C6XPMON000>

RESOLVED to support as it will improve the commercial viability of the business

- ii. **22/02310/LBC Miss Helen Moule, 8 High Street, B50 4BU**

Replacement of First Floor, Front elevation, Sash Window and Side Elevation Casement Windows. Reinstatement of Existing Bay Window and Configuration of Ground Floor

Link to application

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=RFXWBCPMG4G00>

RESOLVED to support as it improves the street scene

- iii. **22/02251/TPO Tim Lively, 19 Old School Mead, B50 4AW**

- T1 – Beech – reduce height by approx. 2-3m and reduce lateral growth by 1-2metres in shape

Link to application

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=RFM8THPMGW000>

Clerk apologies that this had not been included on the Agenda but it did require a reply by 26th August.

It was noted that the application was to manage and not fell the tree so it was **RESOLVED** to support as good tree management

15. TO APPROVE

- i. **Completed accounts for the month of July 2022**

These had been circulated.

The following queries were raised:

- Moorings – not aware of any moorings: where did this income come from

Clerk replied that the ANT is invoices at the end of the summer for the use of water and waste disposal on the Big Meadow

- Gate keepers commission: there no longer is a Gate Keeper
Clerk advised that the new Contract is for the Maintenance of the Big Meadow, toilet, etc. This new contract was reached after budget was set and the new budget will reflect the change
- Card Processing: what is this for?
Clerk advised this is the charge made against the card payment for Car Fee Entrance on the Big Meadow and represents the percentage charged per transaction
RESOLVED to note the clarifications and accept and approve the June 2022 accounts

ii. To approve payments to be made in August 2022

List of BACS payments had been circulated.

An invoice from Boss HR Ltd, the cost of which had been approved by Council, had been received after accounts had been prepared and this was circulated separately for information: amount was for 400

The total amount for the payment list is £28,514.29 as per the enclosed

Total payment approved : £28,914.29

RESOLVED to approve the payments

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))

16. TO CONSIDER STAFF APPRAISAL AND RECOMMENDATIONS

The Clerk left the room

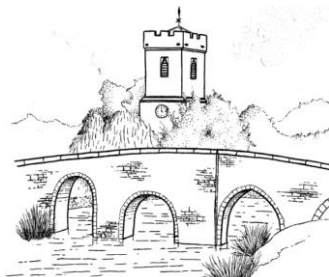
Parish Clerk Job Evaluation: A Job Evaluation review was carried out by an independent assessor recommended by WALC. Since the last review the number of residents (and hence the precept) has increased substantially and there are more working groups and projects. The assessor's findings were that the role now moves up from grade LC2(Above Substantive) to LC3 (Below Substantive).

RESOLVED to award the Clerk SCP34 (within LC3 Below substantive range) from Sept 1st 2022 and to recruit an administrative assistant to work 10 hours per week. Detailed Job description and Grade to be agreed.

The meeting closed at approx. 9.15 pm

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 8 - CLERKS REPORT – August 2022

UPDATES (Matters arising)

1. Broom

- i. Solar lights installed
- ii. Bollard repaired
- iii. Dog bin being replaced

2. Marleigh Park

- i. 2 x picnic tables/seats installed
- ii. Bin being installed
- iii. Fence – this needs repairing as the posts are rotting. Have authorised the work as it is essential for the safety of the area

3. Dugdale Sportsfield

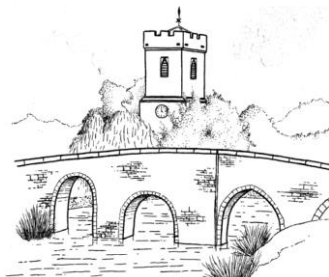
Fence will be installed once the ground is softer – approx. 2nd week in September

4. Community Speed Watch (CSW)

It would appear a group of concerned local residents are ready to set this up. They have contacted the relevant Police Officer and a training session at the Parish Council Meeting Room will be organised. This will be advertised so any resident concerned about speeding can join the CSW team.

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



ITEM 9ii) FACILITIES WG – REPORT & RESOLUTIONS

A meeting was held on Thursday 11th August 2022 @ 1.30 pm

Attendants: Cllrs: Hiscocks, Broadhurst, Deacon, Knight and Williams

Cllr Fleming, Chairman also attended.

1. DUGDALE SPORTSFIELD

i. Archery

It would appear that a would-be archer(s) are using the field for their sport.

As it is a nominated **Sportsfield** members recognised it would be difficult to ban the activity. However, it is sport that could be dangerous in the wrong hands and place.

It was agreed the Clerk should contact Archery GB to obtain some information on how the sport can be enjoyed safely and whether Dugdale Sportsfield is a viable site.

having spoken to Archery GB, the activity can only take place via an established and recognised Archery Club: the site would have to be confirmed as viable and no other activity can take place during the archery sessions.

Item 9ii) Facilities WG Report & Resolutions Aug. 22

There are already 2 such clubs within a 10 mile radius of Bidford so Council should carefully consider if they would like to proceed further There were reports of an arrow being found on the field and of a person practising – both are contrary to Archery GB best practice guidelines.

Recommendation make the Police aware that this is happening and perhaps post on social Media that **No Archery is to be practiced on Dugdale Sportsfield.**

RESOLVED unanimously by Full Council that no Archery to take place on Dugdale Sportsfield

ii. **Whip replacement**

100 needed and cost is £1000 + VAT - duly planted with protection

The main concern is that the same people who destroyed the whips will do so again. In view of this the

Recommendation is to postpone the decision

RESOLVED unanimously by Full Council to postpone the decision

2. **BIG MEADOW TOILET**

Need to consider signage to ensure residents and visitors are aware of where the toilet block is.

The proposal is to fix 2 x signs with symbols on the recently installed gates for the disabled so that they can be seen on entering and once inside the Big Meadow.

Cost for the 2 signs (A4 size – landscape) approx. £50 installed

Recommendation Council agree the production and installation of the signs

After a short discussion as to the colour of the signs:

- Blue on white – not easily seen
- Black on Yellow – although visible this combination is used to confer danger and could result in people suffering from autism not to use them
- Black on White – the standard colouring

RESOLVED by 7 votes in favour and 1 against to have black letters on white background.

3. **JUBILEE PARK**

Basketball Hoop – prices for a hoop, on a post and on concrete base, being sought following requests from youngsters using the area.

Recommendation to approve the purchase of a basketball hoop on Jubilee Close and await price for final resolution

Item 9ii) Facilities WG Report & Resolutions Aug. 22

RESOLVED by Full Council to approve the purchase and installation in principle and await costs

4. MARLEIGH PARK

5. Mini seating area next to Picnic areas.

Members liked the idea and examples and prices are being sought.

Recommendation to approve the idea and await examples and costs for approval

RESOLVED by Full Council to approve the purchase and installation in principle and await costs

6. DUFFERS LANE

Clearing the path to the riverbank.

Clerk to obtain cost for the removal of the vegetation working with SDC as it is responsible for the chu

Recommendation to note and await further report and costs.

RESOLVED by Full Council to receive a full report in September

7. DOG PARK

Consider an area for dogs in a POS

Although it was a good idea, there were number of concerns/issues raised. Clerk to contact areas that already have these parks to see how they are managed safely and if they are public.

Recommendation to note

RESOLVED by Full Council to note

8. Gate to Sports Pavillion on the Big Meadow

This needed realignment. Clerk met with installer – the concrete on one of the posts had completely dried out in the current weather and the other one just needed aligning.

Work approved following inspection

Recommendation to note

Work has been carried out

RESOLVED by Full Council to note

9. Street Light Kings Lane

As previous reported, the wooden pole which had a lantern attached and sited

Item 9ii) Facilities WG Report & Resolutions Aug. 22

on Kings Lane, was condemned by WPD. The WCC Officer and I had a meeting with the residents who feel very vulnerable without a light.

WPD has quoted £1,858.22 ex VAT for a replacement pole subject traffic management costs. The householder has given permission for the pole to be installed in their garden.

The cost to attach a lantern will be £709.79

So, total cost, ex VAT, and with no additional costs involved due to unforeseen traffic management issues will be **£2,568**

Recommendation to approve

RESOLVED unanimously by Full Council to approve

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

Date From: 01/07/2022
Date To: 31/07/2022

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
5409	20/07/2022	PA	WaterPlus	DD	Water charge	11.70	-	11.70
5410	21/07/2022	PP	EON	DD	Elec Charge	233.02	-	233.02
5415	22/07/2022	BP	EUGGER	BACS	Staff Salaries July 22	2,438.27	-	2,438.27
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
5430	25/07/2022	BP	GRANT	BACS16	Bidford Bowling Club - Approved Grant	3,425.50	-	3,425.50
5411	25/07/2022	PP	CMH	SO	Crawford Memorial Hall Hire	75.00	-	75.00
5412	25/07/2022	PA	WaterPlus	DD	Water charge	102.17	-	102.17
5413	27/07/2022	PA	BCL	SO	Library License Agreement	200.00	-	200.00
5414	27/07/2022	PA	VODA	DD	Phone & Broadband Bill	37.50	-	37.50

29,587.01	-	29,587.01
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Bidford on Avon Parish Council
List of Sales Receipt & Bank Receipt By Bank

Date From: 01/07/2022

Date To: 31/07/2022

Bank: Current Bank A/C

No	Date	Type	Ref	Details	Net	Tax	Gross
5256	01/07/2022	BR	BGC	Card Txns-Car income	82.50	16.50	99.00
5257	04/07/2022	BR	BGC	Card Txns-Car income	42.50	8.50	51.00
5258	05/07/2022	BR	BGC	Card Txns-Car income	95.00	19.00	114.00
5259	06/07/2022	BR	BGC	Card Txns-Car income	75.00	15.00	90.00
5260	06/07/2022	BR	BGC	Card Txns-Car income	185.00	37.00	222.00
5261	06/07/2022	BR	BGC	Card Txns-Car income	433.33	86.67	520.00
5262	07/07/2022	BR	BGC	Card Txns-Car income	82.50	16.50	99.00
5263	08/07/2022	BR	BGC	Card Txns-Car income	104.17	20.83	125.00
5296	08/07/2022	BR	FPI	Replacement fobs	12.50	2.50	15.00
5297	11/07/2022	BR	BGC	Card Txns-Car income	110.00	22.00	132.00
5298	12/07/2022	BR	BGC	Card Txns-Car income	145.00	29.00	174.00
5308	12/07/2022	BR	BGC	Co-Op - Burial income	105.00	-	105.00
5299	13/07/2022	BR	BGC	Card Txns-Car income	175.00	35.00	210.00
5300	13/07/2022	BR	BGC	Card Txns-Car income	555.00	111.00	666.00
5301	13/07/2022	BR	BGC	Card Txns-Car income	975.83	195.17	1,171.00
5302	14/07/2022	BR	BGC	Card Txns-Car income	205.00	41.00	246.00
5309	14/07/2022	BR	FPI	Miss Sweet Potati	300.00	-	300.00
5310	15/07/2022	BR	BGC	Card Txns-Car parking income	222.00	44.40	266.40
5317	15/07/2022	BR	BGC	Card Txns-Car parking income	185.00	37.00	222.00
5311	18/07/2022	BR	BGC	Card Txns-Car parking income	170.00	34.00	204.00
5312	18/07/2022	BR	500504	Memorial income	570.00	-	570.00
5313	18/07/2022	BR	500504	Replacement fobs	8.33	1.67	10.00
5314	19/07/2022	BR	BGC	Card Txns-Car parking income	187.50	37.50	225.00
5392	20/07/2022	BR	BGC	Card Txns-Car parking income	191.67	38.33	230.00
5393	20/07/2022	BR	BGC	Card Txns-Car parking income	874.17	174.83	1,049.00
5394	20/07/2022	BR	BGC	Card Txns-Car parking income	883.33	176.67	1,060.00
5395	20/07/2022	BR	FPI	Clifford G&S Higley	190.00	-	190.00
5396	21/07/2022	BR	BGC	Card Txns-Car parking income	235.00	47.00	282.00
5397	22/07/2022	BR	BGC	Card Txns-Car parking income	255.00	51.00	306.00
5398	22/07/2022	BR	BGC	Replacement fobs	8.33	1.67	10.00
5399	25/07/2022	BR	BGC	Card Txns-Car parking income	82.50	16.50	99.00
5400	26/07/2022	BR	BGC	Card Txns-Car parking income	125.00	25.00	150.00
5401	27/07/2022	BR	BGC	Card Txns-Car parking income	147.50	29.50	177.00
5402	27/07/2022	BR	BGC	Card Txns-Car parking income	470.83	94.17	565.00
5403	27/07/2022	BR	BGC	Card Txns-Car parking income	370.00	74.00	444.00
5404	28/07/2022	BR	BGC	Card Txns-Car parking income	170.00	34.00	204.00
5405	29/07/2022	BR	BGC	Card Txns-Car parking income	142.50	28.50	171.00
5406	28/07/2022	BR	FPI	Miss Sweet Potato Inv 547	150.00	-	150.00
					9,321.99	1,601.41	10,923.40

Date: 16/08/2022
Time: 14:32:59

Bidford on Avon Parish Council
Period Trial Balance

Page: 1

To Period: Month 4, July 2022

<u>N/C</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>
0100	Debtors Control	213.12	
0105	VAT Control A/c	1,337.49	
0110	Prepayments	64.93	
0201	Current Bank A/c	16,284.82	
0204	CCLA PSDF	862,394.28	
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		232,465.00
0501	Creditors Control		14,678.97
0502	VAT Liability	2,207.03	
0515	PAYE Control		670.09
0517	Pension Contribution		980.54
1000	Carparking Fees		24,685.02
1001	Lease,Rent,Hire pitches/land		2,245.23
1002	Fishing Rights		1,036.00
1010	Allotment Rents		1,854.43
1012	Concessions		450.00
1121	Sundry Receipts		2,500.00
1130	Burials		1,645.00
1131	Memorials		295.00
1176	Precept		149,282.50
1195	CCLA PSDF Interest received		1,427.31
3200	Profit and Loss Account		44,536.34
4001	Salary & Wages	13,095.04	
4003	Pensions	2,485.32	
4004	WFH Allowance	104.00	
4006	Rent for Room	600.00	
4008	Training Costs	521.22	
4009	Travelling	156.84	
4010	Janitorial	1,136.30	
4011	Business Rates	1,861.27	
4012	Water Rates	195.69	
4015	Electricity	715.04	
4017	Waste Disposal	3,119.41	
4018	Electricity Streetlights		319.87
4019	Gatekeepers Commission	9,600.00	
4021	Telephone	218.33	
4022	Postage & Carriage	8.34	
4023	Office Stationery	31.57	
4024	Subscriptions	1,528.96	
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	137.85	
4030	Website	541.33	
4032	Publicity & Special Events	115.98	

Date: 16/08/2022
Time: 14:32:59

Bidford on Avon Parish Council
Period Trial Balance

Page: 2

To Period: Month 4, July 2022

<u>N/C</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>
4034	New Office Equipment	74.30	
4035	Village Improvement	2,977.00	
4036	Building Maintenance	782.64	
4038	Vandalism Repairs	1,727.23	
4039	General Maintenance	1,118.81	
4042	Equipment Maintenance	168.49	
4043	Tree Maintenance	250.00	
4044	Tools & Equipment Purchases	8.70	
4046	Grass Cutting	9,277.00	
4047	Play Area Maintenance	2,958.00	
4048	Footpath & Verge Mtce	9,478.00	
4050	Street Furniture & Signs	9,444.98	
4051	Flower Boxes	2,040.00	
4057	Audit Fees External & Internal	700.00	
4061	Grants and Donations	5,405.50	
4070	Card Processing	1,383.86	
4071	Queen's Platinum Jubilee	5,235.05	
4072	Brighter Bidford	3,290.00	
4073	Storage	253.00	
4910	CP Warm Hub Project	494.37	
4911	CP Your Village, Your Voice (recreation	4,834.80	
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		3,460.00
	Totals:	<u><u>1,039,531.37</u></u>	<u><u>1,039,531.37</u></u>

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 4, July

<u>101 Administration</u>			
Income	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
1120 Room hire and letting Fees	-	800.00	- 800.00
1121 Sundry Receipts	-	-	-
1176 Precept	149,282.50	298,565.00	- 149,282.50
1195 CCLA PSDF Interest Received	1,427.31	250.00	1,177.31
	150,709.81	299,615.00	- 148,905.19
Expenditure			
4001 Salary & wages	15,580.36	73,300.00	57,719.64
4004 WFH Allowance	104.00	432.00	328.00
4006 Rent for Room	600.00	2,450.00	1,850.00
4008 Training Costs	326.22	3,950.00	3,623.78
4009 Travelling	156.84	500.00	343.16
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	218.33	1,000.00	781.67
4022 Postage & Carriage	8.34	100.00	91.66
4023 Office Stationery	31.57	500.00	468.43
4024 Subscriptions	1,433.96	2,500.00	1,066.04
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	91.90	2,850.00	2,758.10
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
4036 Building Maintenance	32.64	-	- 32.64
4039 General Maintenance	27.92	250.00	222.08
4056 Legal and Professional	-	1,000.00	1,000.00
4057 Audit Fees External & Internal	700.00	1,800.00	1,100.00
	25,940.73	97,932.00	71,991.27
<u>102 Civic & Democratic</u>			
Expenditure	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
4008 Training Costs	195.00	1,000.00	805.00
4037 Newsletter	75.98	1,650.00	1,574.02
4053 Election Costs	-	1,000.00	1,000.00
	345.28	3,650.00	3,304.72
<u>107 Grants & Donations Power Gen C</u>			
Expenditure	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
4061 Grants and Donations	5,405.50	25,000.00	19,594.50
4071 Queen's Platinum Jubilee	8,519.32	15,000.00	6,480.68
	13,924.82	40,000.00	26,075.18
<u>109 Capitals & Projects</u>			
Expenditure	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
4072 Brighter Bidford	3,290.00	-	- 3,290.00
4910 CP Warm Hub Project	494.37	-	- 494.37
4911 CP Your Village, Your Voice (rec Strategy)	4,834.80	-	- 4,834.80
4991 Rolling Projects Provision	50,000.00	50,000.00	-
4992 Funding from Rolling Projects	- 2,479.89	-	2,479.89
	56,139.28	50,000.00	- 6,139.28
<u>201 Parks & Outside Areas</u>			
Income	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
1000 Carparking Fees	24,685.02	35,000.00	- 10,314.98
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	450.00	2,000.00	- 1,550.00
	30,916.25	41,400.00	- 10,483.75

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 4, July

Expenditure					
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	715.04	1,500.00	784.96		
4017 Waste Disposal	3,119.41	8,000.00	4,880.59		
4019 Gatekeepers Commission	9,600.00	4,000.00	- 5,600.00		
4020 Sundry Expenses	45.95	2,100.00	2,054.05		
4036 Building Maintenance	750.00	1,000.00	250.00		
4038 Vandalism Repairs	1,727.23	1,800.00	72.77		
4039 General Maintenance	250.00	20,000.00	19,750.00		
4042 Equipment Maintenance	57.50	200.00	142.50		
4043 Tree Maintenance	250.00	400.00	150.00		
4044 Tools & Equipment Purchases	8.70	200.00	191.30		
4046 Grass Cutting	8,413.00	25,000.00	16,587.00		
4047 Play Area Maintenance	2,958.00	15,000.00	12,042.00		
4050 Street Furniture & Signs	5,511.15	500.00	- 5,011.15		
4070 Card Processing	1,383.86	-	- 1,383.86		
	35,975.17		98,300.00		62,324.83
<u>202 Allotments</u>					
Income		<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	
1010 Allotment Rents		1,854.43	1,800.00	54.43	
		1,854.43		1,800.00	54.43
Expenditure					
4012 Water Rates	82.65	750.00	667.35		
4039 General Maintenance	188.13	1,000.00	811.87		
5026 Tfr to EMR Allotments	-	50.00	50.00		
		1,365.32	1,800.00		434.68
<u>203 Cemetery</u>					
Income		<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	
1130 Burials	1,645.00	5,000.00	- 3,355.00		
1131 Memorials	295.00	1,500.00	- 1,205.00		
		1,940.00	6,500.00		4,560.00
Expenditure					
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	864.00	3,000.00	2,136.00		
		2,661.24	14,320.00		11,658.76
<u>204 Street Lighting</u>					
Expenditure		<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	
4018 Electricity Streetlights	- 319.87	1,000.00	1,319.87		
4054 Streetlights R & M	-	750.00	750.00		
		319.87	1,750.00		2,069.87
<u>205 Village Management</u>					
Income		<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		
			3,100.00		3,100.00

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 4, July

Expenditure			
4032 Publicity & Special Events	40.00	450.00	410.00
4035 Village Improvement	2,977.00	9,100.00	6,123.00
4038 Vandalism Repairs	-	500.00	500.00
4039 General Maintenance	596.68	1,000.00	403.32
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	9,478.00	15,000.00	5,522.00
4049 War Memorial Maintenance	-	500.00	500.00
4050 Street Furniture & Signs	2,813.29	3,000.00	186.71
4051 Flower Boxes	2,040.00	6,000.00	3,960.00
4073 Storage	253.00	-	253.00
5130 Tfr from S106 Fund	- 3,460.00	-	3,460.00
	14,737.97	38,350.00	23,612.03
Total Income	185,420.49	352,415.00	166,994.51
Total Expenditure	150,769.94	346,102.00	195,332.06
Net Income/(Expenditure)	34,650.55	6,313.00	28,337.55

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

Date From: 01/08/2022

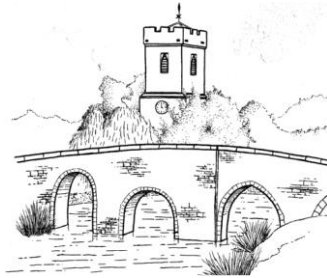
Date To: 22/08/2022

Bank 0201

No	Date	Type	Supplier	Ref	Details	Net	Tax	Gross
5451	01/08/2022	BP	Pension	SO	Warks PS	812.73	-	812.73
5452	01/08/2022	PP	MICRO	SO	Monthly hosting fee	55.14	-	55.14
5453	01/08/2022	PA	DCK	SO	Accounting Services	264.00	-	264.00
5454	01/08/2022	PP	LIMEBRID	SO	Monthly maintenance	3,415.20	-	3,415.20
5455	01/08/2022	PP	STORAGE	SO	Storage for items owned by Parish Council	75.90	-	75.90
5456	01/08/2022	PP	SLCC	BACS	Rec strat - Associate support & expenses	3,163.32	-	3,163.32
5457	02/08/2022	PP	O2	DD	Monthly phone charge	58.74	-	58.74
5458	15/08/2022	PP	STRATFORD	DD	Stratford on Avon DC - Rates	53.00	-	53.00
5459	15/08/2022	PP	STRATFORD	DD	Stratford on Avon DC - Rates	56.00	-	56.00
5460	15/08/2022	PP	STRATFORD	DD	Stratford on Avon DC - Rates	115.00	-	115.00
5461	15/08/2022	BP	SCOTT	DD	Scottish power 16061138656	33.00	-	33.00
5464	22/08/2022	PP	BUILD	BACS01	Universal wire brush	20.02	-	20.02
5465	22/08/2022	PP	ERS	BACS02	Copier paper	24.54	-	24.54
5466	22/08/2022	PP	GREEN	BACS03	Noticeboard & Posts x 3	1,229.51	-	1,229.51
5467	22/08/2022	PP	GRU	BACS04	8 Yard loading container	1,579.12	-	1,579.12
5468	22/08/2022	PP	HARWELL	BACS05	Fence post concretem, post rails & wood screw	1,713.98	-	1,713.98
5469	22/08/2022	PP	LIMEBRID	BACS06	Hedge cutting, footway clearance, etc.	840.00	-	840.00
5470	22/08/2022	PP	MARSHALLS	BACS07	Festival straight bench no backrest	833.82	-	833.82
5471	22/08/2022	PP	MGS	BACS08	Maintain Bid Meadow, Allotment sign, grass cut	5,810.00	-	5,810.00
5472	22/08/2022	PP	NALC	BACS09	Training course	193.47	-	193.47
5473	22/08/2022	PP	PRICKETT	BACS10	Check all play areas, etc. - July 22	747.50	-	747.50
5474	22/08/2022	PP	UGGER	BACS11	Mileage & expense claim	56.30	-	56.30
5475	22/08/2022	PP	WALC	BACS12	Councillor training course	114.00	-	114.00
5476	22/08/2022	BP	GRANT	BACS	Bidford Pantomime Group	750.00	-	750.00
5477	22/08/2022	BP	GRANT	BACS	Bidford Primary School	6,500.00	-	6,500.00
						28,514.29	-	28,514.29

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 22nd August 2022 @ 7.30 pm to transact the following business

17th August 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 28th February 2022, effective from 1st 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 25th July 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. **Burials WG** – verbal report
10. **To consider** opting out of the Smaller Authorities Audit Appointment (SAAA) Central External Auditor Appointment Arrangements.

This would require the Parish Council to appoint its own recognised External Auditor at a cost that will be higher than that negotiated by the SAAA.

Recommendation is not to opt out.
11. **To consider** current situation of border fence between Dugdale Sportsfield and the Bovis Estate in view of incorrect information being posted on social media.
12. **To review and approve** the following policies
 - i. Councillor/Clerk Protocol
13. **To receive** thank you letter from Bidford Panto for the grant awarded.
14. **To consider** the following planning applications:
 - i. **22/01124/FUL Mr Kristopher Ombler Aqua Mundus Ltd, Unit 3A Waterloo Industrial Estate, Waterloo Road**

Removal of storage containers – replace with warehouse units

Link to application

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=RA6C6XPM0N000>
 - ii. **22/-2310/LBC Miss Helen Moule, 8 High Street, B50 4BU**

Replacement of First Floor, Front elevation, Sash Window and Side Elevation Casement Windows. Reinstatement of Existing Bay Window and Configuration of Ground Floor

Link to application

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=RFXWBCEPMG4G00>

15. To approve

- i. July 2022 accounts - circulated
- ii. August 2022 payments – circulated

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))

16. To consider Staff Appraisal and recommendation