

**Minutes of the meeting of Birdingbury Parish Council
held on Monday 17th November 2025 in The Birdingbury Club, Birdingbury**

Present: Cllrs Kendell, de Nahlik, Preston, Kent, Young, and Mrs J Chapman (clerk)

1 Welcome

Cllr Kendell opened the meeting at 19:37 hrs and welcomed those present.

2. To receive and accept apologies for absence

N/A

3. Declarations of interest

None

4. Representations from the Public

None

5. Minutes of meetings

5.1 The minutes of the Parish Council meeting held on 15th September 2025 were agreed as being a true and complete record of the meeting.

5.2 Action Plan

Noted

6. Reports from Borough/County Councillor

A written report from Cllr Keeling was circulated to all Cllrs prior to the meeting.

7. Reports from Councillors

Cllr Preston asked for an update on the destruction of the hedge along the Stockton Road. The clerk will ask Long Itchington Parish Council if they have an update.

Cllr de Nahlik advised some residents are concerned about the state of the war memorial. They have indicated if there are no grants available to refurbish it, they may be prepared to fund raise.

Residents have asked about the junction of Leamington Hastings Road/Stockton Road. A number of cars have failed to negotiate this junction and have gone into the fence and hedging of 3 The Old Orchard, Back Lane. The Clerk will raise with WCC Road safety team.

Residents have raised the smoke coming from the Munro Yard. The Parish Council cannot help with this. Residents need to contact the Environmental Health Department at Rugby Borough Council.

Residents have raised the issue of leaves on the footpath up to the church. Cllr Kendell will raise with the Parochial Church Council.

The broken stile just after the houses on the Long Itchington Road is still broken. The landowner is believed to live in Napton. Clerk will contact him.

8. Planning Applications

8.1 The following planning applications have been received since the last meeting held on 15th September 2025.

Application No.	Address	Proposals	Response
R25/0814	TOP FARM, LONG ITCHINGTON ROAD, BIRDINGBURY, RUGBY, CV23 8EQ	Extension to existing agricultural unit to create additional space for increased biosecurity needs and staff wellbeing	Due by 31.10.25 No response
R25/0821	Office at Festival Fields, Marton Road, Birdingbury, CV23 8EH	Certificate of Lawfulness (Existing) Siting of a modular office building together with ancillary access, parking and amenity area.	Due by 14.10.25 No response

8.2 Planning Decisions

The following planning decision have been received since the last meeting held on 15th September 2025.

Application No	Address	Decision
R25/0499	SPRINGHILL, MARTON ROAD, BIRDINGBURY, RUGBY, CV23 8ER	Approved

8.3 Appeals - none received.

9. Financial Issues

9.1 Standing Order/Direct Debit payments made since the last meeting held on 15th September 2025.

Date	Payee	Amount
01.10.25	Clerk September 2025	
04.10.25	HMRC monthly salary deduction September 2025	
01.11.25	Clerk October salary 2025	
04.11.25	HMRC monthly salary deduction October 2025	
15.09.25	Hugofox – website	11.99
15.10.25	Hugofox – website	11.99

9.2 Payments for approval

Payee	Amount £
Clerk home working allowance (payable in May and November)	75.00
Eleanor Choudry Internal Audit	230.00
SLCC membership for clerk ¼ of £190.00	47.50
Michael Mann Farmers grass cutting September	555.60
Michael Mann Farmers grass cutting October	540.90

It was proposed by Cllr Preston, seconded by Cllr Kent and **RESOLVED** all the payments be authorised.

9.3 Payments received

Precept £4,287 (Paid into Lloyds Bank)

9.4 Bank Balance Reconciliation

Bank statement and reconciliation as at 31.10.25 were noted and Cllr Kendell signed the reconciliation as being correct.

9.5 Budget Reports as at 31.10.25 noted.

9.6 Lloyds Bank
Now closed.

9.7 HMRC Rebate
No progress defer to next meeting.

9.8 Internal Auditor

It was proposed by Cllr Kendell, seconded by Cllr de Nahlik and **RESOLVED** Eleanor Choudry be appointed as Internal Auditor for the periods 2025 – 2026 and 2026 – 2027. The cost for 2025 – 2026 will be £230.

9.9 Budget and Precept for 2026 – 2027

Cllr Young to check with the Birdingbury Club if their property insurance includes The Birbury and whether the Parish Council owes any money towards it.

The budget is to include all the website fees. The budget is to be brought back to the January meeting for ratification.

9.10 Risk appertaining to IT

Cllrs asked about the issue of the transcribing on the Parish Councils website as apparently it is still an issue. Clerk advised she had been assured by the PC's website provider the issue has been corrected. Clerk will raise the issue again.

10. Recreation Ground - Update from Michael Mann re the missing pole from the "Hut" climbing frame.

Clerk advised the work is due to be done shortly.

11. The Hovel

No update received.

12. Emergency Plan

Cllr de Nahlik offered to update the plan.

13. Digital Infrastructure – Proposal to improve mobile coverage in Birdingbury

CityFibre infrastructure now available. There will be a public session with Atlas, a date is being arranged

14. Policy Review Timetable

Clerk to check adoption dates and put policies in order. Clerk to check date Safeguarding Policy was adopted.

15. Newcomers to the village

None. This item is to be removed from the Agenda as it is so rarely appropriate.

16 Items for the next Agenda

Emergency Plan, Policies, Digital Infrastructure, Budget & Precept.

17 Date of next meeting - 19th January 2025

Signed

Date