

**Minutes of the meeting of Birdingbury Parish Council  
held on Monday 16<sup>th</sup> January 2023 in The Birbury, Birdingbury**

**Present:** Cllrs French, Cutts, Preston, Kent and Kendell and Mrs J Chapman (clerk)

**1 Welcome**

Cllr French opened the meeting at 19:35 hrs and welcomed those present.

**2 To receive and accept apologies for absence**

None

**3 Declarations of interest**

Councillors are reminded that they should declare either a personal or prejudicial interest. (Councillors with a prejudicial interest should leave the room for the relevant items.)

None declared.

**4. Representations from the Public**

Members of the public are invited to address the meeting for a maximum of 5 minutes. The Chair will respond and any items warranting longer discussion will be added to the Agenda for the next meeting of the Council.

A member of Cllr Crane's and Cllr Roberts' administration team attended the meeting

**5. Minutes of Parish Council Meeting held on 21<sup>st</sup> November 2022**

**RESOLVED** to accept the minutes as a true and complete record of the meeting held on 21<sup>st</sup> November 2022

**6. Reports from Borough and County Councillors**

Neither were in attendance.

**7. Reports from Councillors**

Smoke emanating from the Munro Business Park when the kiln is lit. The owner advises it is due to the cold weather and the kiln not having been lit for a few days. The owner advised the kiln is being operated as per the manufacturer's instructions. Parishioners are still to be advised to report this to Environmental Health.

**ACTION** – Clerk to write to RBC Planning and Environmental Health.

New entrance gates to the recreation ground are being left open

**ACTION** – Cllr Kent to advise Clerk on the type of self-closers to purchase, Clerk to order them.

People are "Wild Swimming" in the River Leam under the bridge. Clerk advised this is not within the Parish Council's remit.

Complaints received regarding people parking on the bend, half on and off the pavement from "Escana" on Marton Road to "Ael y Bryn" on Main Street.

**ACTION** – Clerk to contact police and ask for area to be paid attention.

Indiego Bus Service run by Warwickshire County Council is offering bus services to "hard to reach" villages. Details are on Warwickshire County Council's website

## 8. Planning Applications

8.1 No planning applications have been received since the last meeting held on 21<sup>st</sup> November 2022.

## 8.2 Planning Decisions

The following planning decision has been received since the last meeting held on 21<sup>st</sup> November 2022.

Planning No.	Address	Result
R22/1165	Holly Cottage, Main Street, Birdingbury, Rugby, CV23 8EL	Approved

## 8.3 Phone Mast Application R22/0167

Cllr French advised he and other Cllrs met the Planning Officer on site on Friday 6<sup>th</sup> January 2023. The Planning Officer confirmed the site plan on the planning portal is inaccurate and he will contact the applicant.

The planning application is for the mast only, any necessary cabinets are classed as permitted development.

8.4 Appeals - none received.

## 9. Financial Issues

### 9.1 Payment made since last meeting

Payee	Amount £
Frank Mann Farmers – grass cutting Oct and Nov 2022 invoice 2814	607.20

### 9.2 Approval of cheques –

Payee	Amount £
Mrs J Chapman – Clerk salary December 2022 (including home working allowance which was due in Nov 2022)	236.08

**RESOLVED** the payments be made.

### 9.2 Bank Balance Reconciliation

Bank statement and reconciliation as at 31.12.22.

Agreed, Cllr French signed the reconciliation.

### 9.4 Grass Mowing Quotation for 2023/2024

**RESOLVED** quotation accepted.

### 9.5 Parish Council's Banking Arrangements

Deferred to next meeting to receive Internal Auditors recommendations.

## 10. Recreation Ground

Hedge Trimming – Clerk advised the hedge will be cut in the next two weeks.

The contractor who constructed the new pedestrian entrance at the recreation ground has declined to fence off the original entrance.

**ACTION** – Clerk to contact more contractors

**ACTION** – Cllr Cutts to advise Clerk who carried out the fencing at the Church.

## 11. Birdingbury Club

There is a meeting of the Birbury Management Committee due to be held on 24th January 2023, which the Chair of the Birdingbury Club is planning to attend. Cllr French will be attending as the Parish Council representative.

**12. Birbury Committee**

As per Agenda item 11.

**13. Health and Safety Policy**

Query regarding the level of detail in the revised Health & Safety Policy compared to the one circulated to Cllrs via email on 28<sup>th</sup> August 2022.

**ACTION** - Cllrs to review the original draft policy (28.08.22) against the proposed draft policy circulated for this meeting (Enclosure G) and provide the Clerk with your comments.

**13.1 Emergency Plan**

Missing information to be provided to the Clerk, who will complete the plan and circulate it. A copy of the complete plan will be sent to CSW Resilience Team, who will hold this copy and only access it in an emergency.

**14. Queen's Green Canopy**

Agreed the whips will be planted on Saturday 28<sup>th</sup> January 2023 commencing at 2.00 pm.

**15. Grass Verge Main Street**

Cllrs do not wish to pursue "wooden bollards", Clerk to pursue a quote for granite setts.

**ACTION** – Clerk to seek a quote for granite setts from WCC Highways.

**16. Parish Records**

Cllr French confirmed the Parish Council records are in the church in a locked fireproof cabinet. Cllr French will access them the Clerk will then take them, dispose of any records no longer required and in accordance with the Retention Of Documents Policy. The remaining records will then be taken to Warwick Records Office.

**17. Warwickshire Street Watch**

This will not be pursued by the Parish Council.

**18. Newcomers to the Village**

New occupiers have moved into Lyndhurst.

**18. Items for the next Agenda**

Banking, Litter Pick, Annual Village Meeting, Telephone Box

**20. Date of next meeting.**

13<sup>th</sup> February 2023

Meeting ended 20:40 hrs

Signed

Date