

**Minutes of the meeting of Birdingbury Parish Council
held on Monday 19th May 2025 in The Birdingbury Club, Birdingbury**

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

1. Welcome

Cllr Kendell opened the meeting at 19:50 hrs and welcomed those present.

Cllr Kendell thanked former Cllr French for his service on the Parish Council and wished him and his family well for the future.

2. To receive and accept apologies for absence

None

3. Declarations of interest

None

4. Representations from the Public

None

5. Minutes of meeting

5.1 The minutes of the meeting held on Monday 17th March 2025 were agreed as being a true and complete record of the meeting.

5.2 Action Plan

Deferred to next meeting

6.0 Co-option to vacant Cllr position.

It was proposed by Cllr de Nahlik, seconded by Cllr Preston and **RESOLVED** to co-opt Darren Young to the vacant Cllr position.

6.1 Declaration of acceptance of office

Cllr Young signed the acceptance of office form.

Cllr Young was passed a Declaration of Interests form, which he will complete in 28 days and return to the Clerk.

7. Reports from Borough/County Councillor

Cllr Keeling was not in attendance however he sent a report which was circulated to all Cllrs.

8. Reports from Councillors

None

9. Planning Applications

The following planning applications has been received since the last meeting held on 17th March 2025.

Planning Number	Address	Proposals	Comments
R25/0275	Land adjacent to Masters Court, Leamington Hastings Road, Birdingbury.	Proposed Self-Build Dwelling.	15.04.25 – no response made
R25/0408 & R25/0409 LBC	Milford House, Long Itchington Road, Birdingbury CV23 8EG	Single Storey Extension, Alterations, Repairs and	No objection

		Maintenance and listed building consent	
R25/0413	Land adjacent to Masters Court, Leamington Hastings Road, Birdingbury.	Non material amendment to R21/0998 (Minor amendments to Plot 1, 2 and 4 design and internal layouts).	No objection

9.2 Planning Decisions

No planning decisions have been received since the last meeting held on 17th March 2025.

9.3 Appeals - none received.

10 Financial Issues

10.1 Standing Order/Direct Debit payments made since the last meeting held on 17th March 2025

Payee	Amount £
Clerk March 2025 salary paid 01.04.25 (standing order)	
Clerk April 2025 salary paid 01.05.25 (standing order)	
Hugofox – website paid 27.03.25	11.99
Hugofox – website paid 27.04.25	11.99
Hugofox – website due 27.05.25	11.99
Lloyds Bank Service Charge 18.04.25	4.25
Lloyds Bank Service Charge 18.05.25	4.25

9.2 Payments for approval –

Payee	Amount £
HMRC April 2025	48.80
Mrs J Chapman reimbursement of Microsoft 365 Business Standard – yearly subscription	66.24
Clerk' mileage 01.04.24 – 17.03.25	88.74
Clerk reimbursement for printing 01.04.25 – 31.03.25	22.08
Clerk working from home allowance (due May and Nov)	75.00
Godfrey Payton Hovel Licence	10.00
WALC Membership fee	182.00
DM Payroll Services Ltd fee	120.00
Frank Mann Farmers grass cutting 27.03.25, 08.04.25 and 22.04.25	787.80

It was proposed by Cllr Kent, seconded by Cllr de Nahlik and **RESOLVED** all the payments be made.

10.3 Bank Balance Reconciliation

Bank statement and reconciliation as at 31.03.25 - noted and Cllr Kendell signed the reconciliation as being correct.

Bank statement and reconciliation as at 30.04.25 - noted and Cllr Kendell signed the reconciliation as being correct.

10.4 Budget Reports

- 10.4.1** As at 31.03.25 was noted.
- 10.4.2** As at 30.04.25 was noted.

10.5 Hampshire Trust

10.5.1 Statement of Account is £5215.75 (5,000 plus interest of £215.75) - noted

10.6 Lloyds Bank

It was proposed by Cllr de Nahlik, seconded by Cllr Preston and **RESOLVED** the Lloyds bank account held by the Parish Council be closed and any remaining balance be transferred to the Parish Council's bank account held with Unity Trust.

10.7 Unity Trust

The Clerk confirmed the Unity Trust Bank Account is open and is awaiting the transfer of funds from Lloyds Bank.

10.8 HMRC rebate

Deferred to next meeting still awaiting a response from Payroll Provider.

10.9 Direct Debit/Standing Order payments

It was proposed by Cllr Kendell, seconded by Cllr Preston and **RESOLVED** Direct Debit/Standing Order payments be set up with Unity Trust for Clerk's salary, HMRC monthly payment and Hugofox.

11. Recreation Ground

11.1 Awaiting revised supplier quotes – defer to next meeting.

11.2 Community Asset

The Clerk confirmed the recreation ground cannot be registered as a Community Asset.

12. Highways

12.1 Culvert Stockton Road/Leamington Hastings

The clerk advised she has received an email which shows WCC Locality Officer has asked the officer responsible for commissioning the work to confirm when the work will be done. If the Clerk does not receive a reply by Friday 23rd May 2025 she will raise an official complaint as this query has been outstanding since March 2024.

13. The Hovel

Response from the Diocese is awaited. Defer to next meeting.

14. Storage of original website information

The Clerk confirmed the Microsoft 365 Business Basic has been cancelled and Business Standard has been purchased, a reduction in the charge from £138.24 to £66.24).

15. Emergency Plan

Deferred to next meeting.

16. War Memorial

Cllr de Nahlik has received a quote for £3780 for work to be undertaken to the War Memorial. Cllr de Nahlik will look for alternative quotes and research if there are any grants available to undertake the work .

17. Digital Infrastructure

It was agreed Cllr Kent will liaise with Warwickshire County Council regarding a Proposal to improve mobile coverage in Birdingbury.

18. Newcomers to the village

None

19. Items for the next Agenda

HMRC, War Memorial, Recreation Ground, The Hovel, Emergency Plan, Culvert – Leamington Hastings Road, Policies for renewal, Digital Infrastructure, Action Sheet

Meeting closed 20:30

Signed

Date