

**Minutes of the virtual meeting of Birdingbury Parish Council
held on Thursday 21st July 2020**

Present: Cllrs French, Preston, Morton and Cutts

In attendance: Jackie Chapman (Clerk)

1. Welcome.

Cllr French opened the meeting at 19:38 hrs and welcomed those present.

2. To accept apologies for absence

Cllr Mrs Davy – holiday, Cllr Mrs Crane and Cllr Roberts

3. Declaration of interest

There were no declarations of interest.

4. Representations from the public

No public were present.

5. Minutes

The minutes of the Parish Council meeting held on 17th March 2020 were agreed as a true and complete record.

6. Reports from County and Borough Councillors

District Cllr Crane was not present.

County Cllr Roberts was not present.

7. Reports from Councillors

Cllr French advised he had been contacted by a resident of the village regarding the use of one of the units on the Munro Business Park. Cllr French has spoken to Mr & Mrs Munro and will speak to them again.

Cllr Morton asked if a village bonfire will be held in November. It was agreed this matter will be discussed at the September 2020 meeting, when the current guidance in relation to Covid-19 will be known.

8. Planning Applications

8.1 There have been no planning applications registered on RBC's planning portal for Birdingbury since 5th February 2020.

8.2 The following planning decision has been received.

| Application No | Address | Decision |
|----------------|--|----------|
| R20/0086 | Clockhouse, Frankton Road, Birdingbury CV23 8EW | Granted |

8.3 Appeals

| Application No | Address | Appeal Start Date | Further Representations |
|----------------|---|---------------------------|---|
| R19/1406 | Masters Barn Masters Yard Birdingbury | 4 th June 2020 | Due by 9 th November 2020 |

Birdingbury Parish Council's comments have automatically been forwarded to the Planning Inspector. The Parish Council has no further comment to make.

9. Financial Issues

9.1 Approval of cheques

| Payee | Amount £ |
|---|----------|
| Clerk Salary April, May, June and July | |
| HMRC (Apr, May, June) | 105.75 |
| Business Services at CAS Ltd – Insurance Renewal 2020 – 2021 | 287.28 |
| Frank Mann Farmers – mowing April Invoice 2339 £357.60, May Invoice 2354 £414.00, June Invoice 2379 £357.60 | 1129.20 |
| Mrs J Chapman reimbursement for Zoom subscription (£14.39 divided by 3 Parish Councils) | 4.80 |
| Mrs J Chapman reimbursement for The Hovel Licence due April 2020 | 10.00 |
| WALC Membership Renewal 2020 - 2021 | 148.00 |
| Ms Dallal Stevens – reimbursement for website fees | 18.00 |

It was proposed by Cllr Preston, seconded by Cllr Cutts and
RESOLVED the payments be made.

9.2 Payment received

Precept £3,625.00 - noted

9.3 Bank Balance Reconciliation

Bank statement as at 01.06.2020 £10,461.61 - agreed

9.4 Budget Report as at 31.03.20

Noted

The budget for the year 2020 – 2021 will be discussed at the meeting due to be held
on 15th September 2020.

9.5 Annual Governance and Accountability Return (AGAR) 2019/20 Part 2

It was proposed by Cllr Morton, seconded by Cllr Cutts and
RESOLVED to authorise the Certification of Exemption. As BPC is a smaller
authority where the higher of gross income or gross expenditure does not
exceed £25,000.

9.6 AGAR Section 1 Annual Governance Statement 2019/20

It was proposed by Cllr Cutts, seconded by Cllr Preston and
RESOLVED to approve the Annual Governance Statement 2019/2020.

9.7 AGAR Section 2 Accounting Statements 2019/2020

It was proposed by Cllr Preston, seconded by Cllr Morton and
RESOLVED to approve the Accounting Statements 2019/2020.

Cllr French advised the Internal Auditor has made the following recommendations:

- The payments to HMRC have been reconciled and an adjustment needs to be made.
- The Parish Bonfire made a loss last year, however, the loss was covered by the funds transferred to the Parish Council when the Bonfire Bank Account

was closed. The Parish Council has not incurred any expense with regard to the bonfire held in November 2019.

- Parish Bonfire – where possible invoices to be made payable to BPC to enable VAT to be reclaimed.
- VAT Return to be filed.

Cllr French offered his thanks to Andrew Armbrister for carrying out the internal audit.

Bank Signatories – the Clerk advised she is in receipt of forms which Cllrs French, Morton and Cutts need to complete, sign and return to Lloyds Bank along with identification so they can become signatories on the Parish Councils bank account.

10. Re-opening of the Recreation Ground

The Recreation Ground will be opened upon completion of a risk assessment and the placing of signs. The Clerk advised the Parish Council's insurer has said the policy will be valid so long as a risk assessment is carried out.

11. Birdingbury Village Club

Deferred to the next meeting.

12. Broadband Survey

The survey carried out within the village shows there are areas with good coverage and areas which have problems. Cllr Cutts will contact Pointlink.co.uk regarding the provision of Broadband via aerial/mast. The Clerk will contact Coventry, Solihull and West Midlands Superfast Broadband re FTTP (Fibre to the premises).

Cllr French thanked Carmel de Nahlik for the work she has undertaken.

13. Code of Conduct

It was proposed by Cllr French, seconded by Cllr Morton and
RESOLVED to adopt Rugby Borough Council's Code of Conduct.

14. Newcomers to the Village

There are new residents in Back Lane, Marton Road and Wren Court.

15. Correspondence received and action required

Noted

16. Items for the next Agenda

Budget 2020 – 2021, Parish Council Laptop, Bonfire, BPC Bank Account

17. Date of next meeting 15th September 2020

Meeting ended 20:49

Signed

Date