

**Minutes of the virtual meeting of Birdingbury Parish Council
held on Tuesday 15th September 2020**

Present: Cllrs French, Preston, and Cutts

In attendance: Rugby District Cllr Mrs Crane, Jackie Chapman (Clerk)

1. Welcome.

Cllr French opened the meeting at 19:32 hrs and welcomed those present.

2. To accept apologies for absence

Cllr Morton – accepted

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 21st July 2020 were agreed as a true and complete record.

6. Resignation of Cllr Mrs Davy

Cllr French advised the meeting Cllr Mrs Davy has resigned from the Parish Council. On behalf of the Parish Council, Cllr French thanked Mrs Davy for her un-ending help/support and commitment to the Parish Council and to the village.

A notice of vacancy will be put up on the Notice Board. There is now a vacancy for a Parish Council representative on the Birbury Committee, this will be considered when the vacancy has been filled.

7. Reports from County and Borough Councillors

District Cllr Crane advised Rugby Borough Council (RBC) have offered a lot of help and support to vulnerable people during the COVID19 pandemic. Cllr Crane advised the Government are looking to overhaul the planning legislation and there is currently an open consultation. Cllr Crane advised RBC will be responding to the consultation and the encouraged the Parish Council to submit a response to. There has been an increase in fly tipping over the whole of the Borough. Cllr Crane advised reports of potential breaches of planning permission can now be reported on line.

<https://www.rugby.gov.uk/info/20084/planningcontrol/67/report>

19:53 Cllr Crane left the meeting

County Cllr Roberts was not present.

8. Reports from Councillors

None

9. Planning Applications

9.1 The following planning applications have been received since 15th July 2020.

Application Number	Address	Proposal	PC Comments
R20/067	Blackthorn House, The	Erection of a	No objections

	Old Orchard, 2 Back Lane, Birdingbury CV23 8FX	garden room	
R20/0611	Unit 11 and 12, Munro Business Park, Marton Road, Birdingbury CV23 8EH	Certificate of Lawfulness for existing use of unit as B1c Light Industrial use.	Comments submitted on 16.09.2020 as agreed with RBC

9.2 No planning decisions have been received since the last Parish Council meeting held on 21st July 2020.

9.3 Appeals – none have been received since the last Parish Council meeting held on 21st July 2020.

10. Financial Issues

10.1 Approval of cheques

Payee	Amount £
Clerks salary August	
Michael Mann Farmers – grass cutting August	178.80
Mrs J Chapman reimbursement for 48 first class stamps	36.48
Mrs J Chapman reimbursement for one third of Zoom fees for July and August 2020	9.58
Ms D Stevens reimbursement for website, email and domain charges April – August 2020	79.60

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

10.2 Bank Balance Reconciliation

Bank statement as at 10.09.2020 £14023.61 agreed

The Clerk confirmed the bank statement included a payment of £414.00 payable to Frank Mann Farmers for July 2020 grass cutting which was paid between the last meeting and this meeting.

10.3 Budget Report as at 31.08.2020

Noted

The Clerk advised a VAT return for £2483.40 has been submitted to HMRC.

10.4 Request from the Clerk to outsource the Payroll Provision.

The Clerk advised she is requesting the Payroll Provision to be outsourced to a provider in order to ensure there is a separation of duties between the payroll being determined and the Clerk preparing her payments. The Clerk provided three quotes for this service.

It was proposed by Cllr Preston, seconded by Cllr Cutts and
RESOLVED to outsource the Payroll Provision to D. Malley Payroll Services Ltd at a cost of £120.00 per year.

10.5 Confirmation of Bank Signatories

The Clerk confirmed all current serving Councillors are bank signatories. The Clerk will arrange for the removal of any named persons who are no longer serving Councillors from the mandate.

10.6 Payments received since last meeting
Second Precept payment from RBC £3625.00

10.7 Budget 2020 – 2021
Noted

11. Equality and Diversity Policy

It was proposed by Cllr French, seconded by Cllr Preston and
RESOLVED to adopt the Equality and Diversity Policy

12. Birdingbury Village Club
No progress due to COVID19

13. Broadband Survey
Cllr Cutts advised he had spoken to an aerial broadband supplier in Stockton, who stated the type of service he provides will not reach Birdingbury. The Clerk advised she has contacted CSW Broadband and is awaiting a reply. Cllr French will renew the application to Openreach for a quote for FTTP and ask via Birdsong for parishioners to confirm whether they want their property included in the quote.

14. Parish Council Laptop
The Clerk advised the Parish Council laptop is now 8 yrs old, she has never had access to the passwords to accept updates and the laptop is taking longer to process actions.

It was proposed by Cllr Cutts, seconded by Cllr French and
RESOLVED the Clerk will use her own desktop to undertake Parish Council work and arrange to store all electronic information belonging to BPC in the Cloud. If there is any cost to store the information, BPC will cover this cost.

15. Village Bonfire 2020
Cllr Preston advised the residents who are involved in the annual village bonfire have determined they cannot meet the COVID19 restrictions, therefore there will not be an annual bonfire this year – November 2020.

16. Newcomers to the village
Springside, Main Street. Limecrest, Chestnut House and the Old Post Office Marton Road.

17. Correspondence received and action required
Some correspondence received by the Clerk may be of benefit to residents within the village – oil syndicate and three little words. If possible the information will be put in Birdsong and it will be put on the Birdingbury Facebook page.

18. Items for next Agenda
Planning for the Future Consultation, Broadband, Cllr Vacancy, Village Club, Recreation Field

18. Date of next meeting 20th October 2020

Meeting ended 20:42

Signed

Date