

**Minutes of the meeting of Birdingbury Parish Council
held on Monday 17th October 2022 in The Birbury, Birdingbury**

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

1 Welcome

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

2 To receive and accept apologies for absence

Cllr Cutts

RESOLVED to accept Cllr Cutt's apology.

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

One member of the public was present to advise another Parish's Community Speedwatch have offered to undertake a survey in Birdingbury. Clerk advised not possible as all Community Speedwatch surveys must be undertaken in locations specified by the Police, currently there is no such location in Birdingbury.

Reports have been received of issues with the log burner at one of the units on the Munro Business Park. Clerk advised best course of action is for residents to report their concerns to Environmental Health and/or Planning Enforcement.

5 Minutes of Parish Council Meetings

5.1 Minutes of the Parish Council meeting held on 20th June 2022

RESOLVED to accept the minutes as a true and complete record of the meeting held on 20th June 2022.

5.2 Minutes of the Parish Council meeting held on 18th July 2022

RESOLVED to accept the minutes as a true and complete record of the meeting held on 18th July 2022

5.3 No Parish Council meeting was held in September 2022 as the country was in mourning following the death of Her Majesty Queen Elizabeth II on 8th September 2022.

6 Action Log

All items were reviewed, and all were closed or on the Agenda.

7 Reports from Borough and County Councillors

Neither were present

8 Reports from Councillors

Cllr Preston advised there has been some infilling of the potholes along the Stockton Road, particularly towards the Stockton end.

Cllr French advised the Birbury Management Committee are considering asking the village for ideas as to how the money they hold could be used.

Cllr Kendell advised the trees for the Queen's Green Canopy are due to be delivered between 31st October 2022 and 11th November 2022. The trees will come with rabbit protectors - bamboo canes and 60cm spiral guards

9 Planning Applications

9.1 No planning applications have been received since the last meeting held on 18th July 2022.

Since the Agenda was issued the Clerk has received a planning application R22/1067 Rug18714 5g Mast Site, Marton Road, Birdingbury for Proposed telecommunications installation: Proposed 15.0m Phase 9 slimline Monopole and associated ancillary works. Cllrs agreed to object to the application, using the same reasons from the previous planning application.

9.2 Planning Decisions

No planning decisions have been received since the last meeting held on 18th July 2022.

9.3 Appeals – none

10. Financial Issues

10.1 Approval of cheques

Payee	Amount £
Clerk salary August 2022 – Mrs J Chapman	147.48
Clerk Salary September 2022 – Mrs J Chapman	147.48
Mrs J Chapman reimbursement of SLCC membership (£171 divided by 4 = £42.75	42.75
HMRC July, Aug, Sept	110.60
Frank Mann Farmers August 2022	183.00
Frank Mann Farmers September 2022	366.00

RESOLVED the payments be made.

10.2 Bank reconciliation

Cllrs agreed the bank Statement and bank reconciliation dated 30th September 2022 were correct. Cllr French signed the reconciliation.

10.3 Budget Report up to 30.09.22

Noted.

10.4 SAAA Opt Out Communication

RESOLVED to remain with the SAAA Audit mechanism.

10.5 Online Banking

Cllrs French, Preston, Kent and Kendell confirmed they have all been able to access the Parish Council's online bank account. Payments can be verified on a laptop or desktop, there is no facility to authorise payments via a mobile phone.

11. Recreation Ground

The Birdingbury Club, who offered to take over arranging the annual bonfire from the Parish Council has decided it is not economically viable to run one due to the costs involved and the difficulty obtaining fireworks. The Parish Council expressed its disappointment at this decision, given how many times they had run one in challenging circumstances. Cllr French will write to the Birdingbury Club to express the Parish Council's disappointment.

12. Birdingbury Club

Cllr French advised there have been some changes to the Birdingbury Club Committee. They are no further forward in finding a solution to bring all the interested parties together legally. (The Club, Parish Council and Birdingbury Committee).

13. Policies

- 13.1** To consider adopting the draft Health and Safety Policy, as circulated via email on 28th August 2022.

Cllr Kendell asked who the Parish Council's Health and Safety Officer is, it is the Clerk. This needs to be included in the Health & Safety Policy.

Clerk to establish if there ought to be a Code of Practice.

Health and Safety to be added to the Annual Parish Council meeting agenda.

Cllrs requested Lone Working be included in the Health and Safety Policy.

- 13.2** To consider adopting the draft Lone Working Policy, as circulated via email on 28th August 2022.

Lone working to be included in the Health and Safety Policy.

Clerk to establish who the "duty of care" covers, just the Clerk or other people i.e., contractors

- 13.3** To consider adopting the draft Reserves Policy, as circulated via email on 28th August 2022.

RESOLVED to adopt the Reserves Policy

- 13.4** To consider adopting the amended draft Safeguarding Policy, circulated via email on 28th August 2022.

RESOLVED to adopt the Safeguarding Policy

- 13.5** To consider adopting the draft Risk Assessment, circulated via email on 28th August 2022.

Deferred to the next meeting – 21st November 2022

- 13.6** To review and adopt the Section 137 Grant Policy.

RESOLVED to adopt the Section 137 Grant Policy

- 13.7** To review and adopt the Equality and Diversity Policy.

RESOLVED to adopt the Equality and Diversity Policy

14. Broadband

Cllr Kent advised £75,500 in vouchers was pledged from 34 houses and 7 businesses. A further £250,000 is required. There is still the possibility of obtaining vouchers worth £161,000 from CSW Broadband. As Birdingbury has not reached the amount needed to fund the contract, no vouchers have been forthcoming. Cllr Kent has written to Openreach. There are some residents whose addresses were not included on the list have contacted Openreach.

15. Sustrans Zoom Meeting

Is due to take place on Monday 24th October 2022 @ 7.00 pm all Cllrs are welcome to attend.

16. Queens Green Canopy

Covered under item 11.

17. Emergency Plan

Deferred to the next meeting.

18. Bus Routes for bridge closure

Answer received from Warwickshire County Council.

19. Correspondence received from WHP Telecoms Ltd

Noted. Clerk to write to WHP Telecoms Ltd asking them to clarify what changes they have made to their planning application after their earlier planning application R21/0841 was refused.

20. Newcomers to the Village

Rowan House is now occupied.

21. Items for the next Agenda

Sustrans, Reserves, Emergency Plan, Granite Setts, Phone box, Budget 2023 – 2024
Update on mast application

22. Date of next meeting.

21st November 2022

Meeting ended 20:56 hrs

Signed

Date