

Eathorpe, Hunningham, Offchurch & Wappenbury Joint Parish Councils

Minutes of the Parish Council Meeting held at 7:30pm,
16th January 2024 meeting held at Eathorpe Village Hall

Present:

Councillor Mrs M Green
Councillor J Hammon
Councillor R Inman
Councillor C Peters
Councillor Mrs J Seaton

Councillor S Shackleton
Councillor N Palmer
Councillor S Palmer
Councillor M Wood
Councillor D Wray

In Attendance:

Jane Chatterton Clerk & RFO

Warwick District Councillor: 0

Warwickshire County Councillor: 0

Public: 3

523. Apologies

Apologies for absence was received from Councillor Redford.

Councillor Noonan was not present, and had not sent apologies.

524. Declarations of Interest:

There were no declarations of interest.

525. Minutes

The minutes of the Parish Council meeting held on 21st November 2023 were received and discussed.

The following amendments were identified:

508. Matters Arising

Eathorpe speed data –

First line amend “speed date” to “speed data”.

Leek in Offchurch -

Update “leek” to “leak”.

RESOLVED THAT the minutes of the Parish Council held on 21st November 2023 subject to the amendments be approved.

526. Matters arising

Eathorpe Speed monitoring - Councillor Wood updated that he had tried to make contact with Ryan Machin, Localities Officer WCC, to ask for the speed monitoring equipment to be reinstalled in a new location. Request for 20 is plenty for Eathorpe to be submitted.

Eathorpe Street Lighting –

ACTION: clarification on the legislation on the installation of street lighting is required. Further update once known.

Wappenbury footpath

ACTION: request an update

Leak in Offchurch

ACTION: chase an update

The Chairman suspended the Standing Orders to allow for public participation.

527. Public participation

Offchurch – street lighting in Village Street, the parishioner raised a concern about a section on the road which is dark.

ACTION: Request the WDC Rural Street Light Team to check to see if the light is working or if it is blocked by trees/ hedges.

528. Councillors' reports and items for future Agenda

WCC Updates

Councillor Redford was absent but all reports received had been circulated to members.

WDC Updates

Councillor Noonan was not present. No updates or information from WDC had been received.

529. Correspondence

529.1 Warwickshire County Rights of Way Improvement Plan

Councillors were asked to respond to the WCC request for views on the “using the public rights of way” survey, on how important they are for users and what should be included in the new Rights of Way Improvement Plan.

Parishioners were also urged to include their views the link was available on

www.warwickshire.gov.uk/ask to find out more and respond. (Closing date 10th March)

ACTION:

- (i) Article to be placed in the next Village magazine.
- (ii) Councillors to pass on information to the Clerk for submission.

530. Planning

ACTION: Chase: Wedding Venue - Eathorpe

531. Highways

531.1 Offchurch Village Gateway Scheme

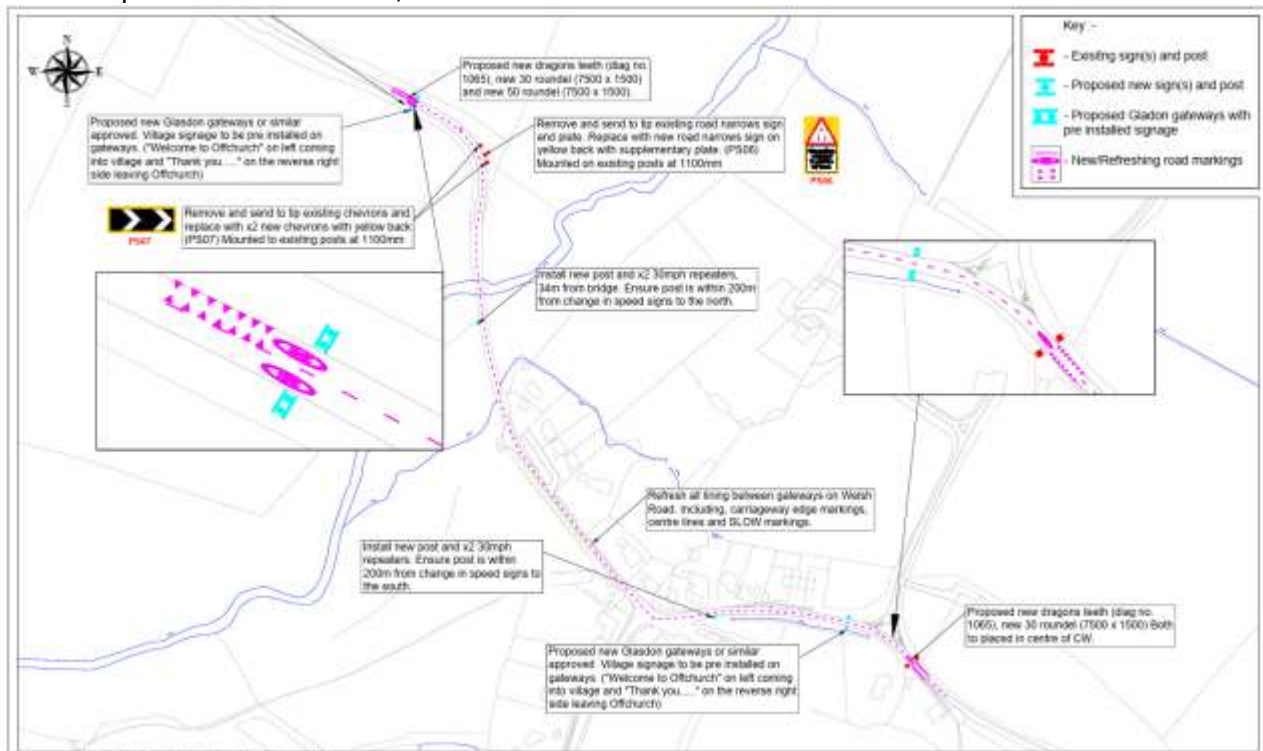
Councillor Inman updated that he had been in contact with WCC to enquire about the progress of the Offchurch Village Gateway and signing scheme which is to be funded through the HS2 Road Safety Fund.

Graham Stanley, who is the Team Leader of the County Highways Minor Works Team, has informed that a date for carrying out the works cannot be given as yet as they have not finished the design of the signs. When this is completed the costings will be produced and passed to their Delivery Team who will discuss the works on site with their Contractor.

Mr Stanley has promised to keep the JPC informed when the dates have been sorted out.

Councillor Inman has also been contacted by Jessica Consolaro, who is the Senior Engineer in the County Highways Minor Works Team and the Engineer for this scheme. The Officer has sent the preliminary drawings (below) showing the proposed works. She will be meeting the Delivery Team this week to go through the proposals.

Further updates will be shared, once known.



ACTION: Write to Councillor Redford in relation to the white lines along the length of the road.

531.2 Hunningham

It was suggested that new signage was required to give preference to motorists coming up the hill on the Hunningham-Long Itchington Road where the road narrows adjacent to Hunningham Grange.

ACTION: Request a site meeting with the Road Safety Officer.

531.3 Offchurch

School Hill is on a school bus route, and therefore road should be gritted, but the road is being missed on the gritting route.

The Chairman has spoken to Councillor Redford and an email has been sent to Highways, awaiting a response.

ACTION: chase a response.

531.4 Offchurch Village Hall hedge

ACTION: Clerk to request Wagstaff contacts Councillor Seaton.

532. Police Matters

Nothing to report.

533. Offchurch Play area refresh

A Work Group Meeting has been arranged for 29th January 2024.

534. Finance

534.1 to approve payments: -

2023-24

DATE	REF	PAYEE	DETAILS	AMOUNT
24.11.23	E69	J Chatterton	Defib supplies Hunningham	£61.20*
11.12.23	E70	J Chatterton	Clerk Salary December	DPA
11.12.23	E71	HMRC	Tax & NI Clerk	DPA
11.12.23	E72	J Chatterton	Expenses December	£26.00
11.12.23	E73	Mr G Willoughby	Invoice 00017	£118.60
11.12.23	E74	Top Source	Payroll 007383	£12.94*
11.12.23	E75	DS Wagstaff	Invoice 4856	£185.00
11.12.23	E76	XPD Print Ltd	Invoice 10481	£20.00
05.01.24	E77	Top Source	Payroll 008355	£12.94*
05.01.24	E78	DS Wagstaff	Invoice 4873	£288.00
05.01.24	E79	WDC	Election Fee May 2023	£1,200.00
05.01.24	E80	Mr G Willoughby	Invoice 00018	£118.60
05.01.24	E81	J Chatterton	Stationery & Supplies	£112.62*
05.01.24	E82	J Chatterton	Expenses January	£71.00

*inc VAT

INCOME 2023-24

20.11.23	R	HMRC	VAT reclaim	£1,355.87
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RESOLVED THAT the payments be approved and the income noted.

534.2 Bank Reconciliation 31st December 2023

The Bank Reconciliation 31st December 2023 was received and discussed.

Balance per bank statements as at 31 st December 2023:	£	£
Account 1	£17,240.90	
Account 2	£4,508.91	
		£21,749.81
Petty cash float (if applicable)	£0.00	£0.00
Less: any un-presented cheques at 31 st December 2023	£0.00	
	<u>£0.00</u>	
Add: any un-banked cash at 31 st December 2023	£0.00	
		£21,749.81
Net balances as at 31 st December 2023		<u>£21,749.81</u>

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

CASH BOOK

Opening Balance 1 st April 2023	£	£
Account 1	£12,989.12	
Account 2	£4,508.91	
		£17,498.03
Add Receipts up to 31 st December 2023		£18,440.87
Less: Payments in the year		<u>(£14,189.09)</u>
Closing balance per cash book [receipts and payments book] as at 31 st December 2023		£21,749.81

RESOLVED THAT the Bank Reconciliation 31st December 2023 be approved.

534.3 Quarterly Report 31st December 2023

The Quarterly Report 31st December 2023 was received and discussed.

RESOLVED THAT the Quarterly Report 31st December 2023 be approved.

535. HS2

ACTION: Councillor Inman to following up with Jonathan Lord. Critical issue is the track height for noise and blight.

Councillors were reminded that the next Online briefing was booked for 27th February -6:30pm.

ACTION: Clerk to resend the login details.

536. Councillor's reports and items for future agenda

New website – live. Need to populate.

ACTION:

- (i) Clerk to check what is on and what is needed.
- (ii) Links need to be added for Village Halls and points of contact.
- (iii) The link is included in the Village magazine.
- (iv) Training session to be arranged for councillors.

Wappenbury

Princethorpe to Wappenbury turn – trees are dead or dying (5 out the 6).

ACTION: Councillor Peters to send photos to the Clerk, to progress.

Eathorpe

Flooding – with the recent heavy rain the Village came close to flooding.

ACTION: Email WDC about replacing the sandbags etc.

Offchurch

Parish Councils are to receive a photo of the King.

537. Next Meeting

The next meeting was confirmed as the 19th March 2024 at Eathorpe Village Hall

Meeting closed at 8:10pm

SIGNED BY THE CHAIRMAN
Councillor S Palmer

19th March 2024