

Eathorpe, Hunningham, Offchurch & Wappenbury Joint Parish Councils

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

Present:

Councillor Mrs Green
Councillor R Inman
Councillor S Palmer (Chairman)
Councillor N Palmer
Councillor J Hammon

Councillor Mrs J Seaton
Councillor S Shackleton (Vice Chairman)
Councillor D Wray
Councillor M Wood

In Attendance:

Jane Chatterton Clerk & RFO

Warwick District Councillor: 0

Warwickshire County Councillor: 0

Public: 5

571. Apologies

Apologies for absence were received from Councillor Peters and WCC Councillor, Councillor Redford.

572. Declarations of Interest:

There were no declarations of interest.

573. Minutes

573.1 Annual Parish Council Meeting held on 21st May 2024

The minutes of the Annual Parish Council Meeting 21st May 2024 were received and discussed.

RESOLVED THAT the minutes of the Annual Parish Council Meeting held on 21st May 2024 be approved.

573.2 Parish Council Meeting held on 21st May 2024

The minutes of the Parish Council Meeting held on the 21st May 2024 were received and discussed.

RESOLVED THAT the minutes of the Parish Council Meeting held on 21st May 2024 be approved.

574. Matters arising

Wappenbury – blocked drains

Still blocked.

ACTION: Raise with Councillor Redford

Offchurch – street lighting

Still outstanding

ACTION: Clerk to raise again

Sandbags –

200 sandbags

ACTION: Cllr Wray as editor to advertise in the magazine. Anyone who would like them can have them.

Hunningham - 20 is plenty

Councillor Shackleton updated that he had received confirmation from Jessica Consolaro, Senior Engineer, County Highways Minor Works, WCC that they were in the process of approving Hunningham's 20mph scheme through the HS2 board as it seems unproductive to put the 30mph scheme in and then change it all for the 20mph.

WCC would like to use the HS2 funding for the 20mph scheme, therefore they are waiting to hear back to see if this will be approved and the exact extent of the 20mph which has been agreed.

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

Road bridge –

One side of the road needs clearing. Piece of wood from a broken fence sticking out that needs clearing.

ACTION: Letter to the homeowner.

The Chairman reinstated the Standing Orders.

575. Updates from WCC

Councillor Wallace Redford WCC Update

Wappenbury

It was reported that a site meeting had taken place. Councillor Hammon updated that some issues remained outstanding.

Hunningham, Footbridge

This has been removed for safety reasons. The bridge will be replaced.

576. Correspondence

576.1 St Gregory's Churchyard

Correspondence has been received from residents about the upkeep of the Churchyard. Prior to the meeting the Clerk had been informed that work was scheduled to be completed, the grass would be cut and tidied.

577. Planning

Nothing to report.

578. Highways

Eathorpe –

Councillor Wood updated that he had contacted the Highways Team. There is a collapsed drain and manhole cover that requires repair, this is causing cars to cross the white line to avoid driving over the broken drain. No progress has been made.

The verge near the Village Hall that houses the water hydrant is overgrown and not easy access.

ACTION: Councillor Wood to send photographs to Councillor Redford requesting action.

579. Police Matters

It was noted that incidents of crime incidents had increased including the theft of 2 cars from Village Street in Offchurch. There had also been break ins in Hunningham, Weston and Cubbington. Clerk had contacted PCSO Ed King, but he was not on shift. Request was made that the SNT attend the PC meeting tonight, but they were not able to attend.

Parishioners are asked to stay vigilant and report any suspicious activity.

ACTION: ask PCSO for a crime update for the meetings.

580. Offchurch Play area refresh

The Working Group had met and discussed the proposals from a number of suppliers. A meeting would be held with the preferred supplier to approve colour choices, materials and location of the equipment.

It was noted that the total cost of the works would not exceed £75,000, obtained from a HS2 grant. No funding from the JPC would be required.

It was confirmed that the work included:

Offchurch Play field:

- Installation of new children's play equipment
- Refurbishment of some existing equipment
- Disposal of some equipment
- The croquet lawn would be repositioned
- Installation of secure storage
- Covered seating area
- Adult fitness equipment

Eathorpe play area:

Installation of replacement swing set

RESOLVED THAT:

- (i) the Parish Council agreed for the Working Group to proceed with the chosen supplier.
- (ii) The Clerk to submit the application to HS2 and subject to funding being awarded for the work to be completed.

581. Finance

581.1 to approve payments: -

2024-25

DATE	REF	PAYEE	DETAILS	AMOUNT
21.05.24	E19	J Chatterton	Clerk Salary May	DPA
21.05.24	E20	HMRC	Tax & NI Clerk	DPA
21.05.24	E21	J Chatterton	Expenses May	£84.25
04.06.24	E22	Mr Willoughby	Invoice 00023	£118.60
04.06.24	E23	XPD Print Limited	Invoice 10609 FROM GRANT	£20.00
04.06.24	E24	DS Wagstaff	Invoice 4957	£300.00
04.06.24	E25	Topsource	Invoice 001525	£13.81*
07.06.24	E26	J Chatterton	Clerk Salary June	DPA
07.06.24	E27	HMRC	Tax & NI	DPA
07.06.24	E28	J Chatterton	Expenses June	£48.50
19.06.24	E29	J Chatterton	Paperstone Stationery	£77.29*
02.07.24	E30	Topsource	Invoice 002304	£14.22*
02.07.24	E31	XPD Print Limited	Invoice 10626 FROM GRANT	£20.00
02.07.24	E32	Mr Willoughby	Invoice 00024	£118.60
02.07.24	E33	J Chatterton	Clerk expenses July	£71.00
09.07.24	E34	DS Wagstaff	Grounds Maintenance & Offchurch hedge	£655.00
09.07.24	E35	J Chatterton	Clerk Salary July	DPA
09.07.24	E36	HMRC	Tax & NI July	DPA

*inc VAT

RESOLVED THAT the payments be approved.

581.2 Bank Reconciliation 30th June 2024

The Bank Reconciliation 30th June 2024 was received and discussed.

Balance per bank statements as at 30 th June 2024:	£	£
Account 1	£16,321.60	
Account 2	£4,635.40	
		£20,957.00
Petty cash float (if applicable)	£0.00	£0.00
Less: any un-presented cheques at 30 th June 2024	£0.00	
	<u>£0.00</u>	
Add: any un-banked cash at 30 th June 2024	£0.00	
		£20,957.00
Net balances as at 30 th June 2024		<u>£20,957.00</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 2024	£	£
Account 1	£12,521.46	
Account 2	£4,635.40	
		£17,156.86
Add Receipts up to 30 th June 2024		£8,864.50
Less: Payments in the year		(£5,064.36)
Closing balance per cash book [receipts and payments book] as at 30 th June 2024		£20,957.00

RESOLVED THAT the Bank Reconciliation 31st March 2024 was approved.

581.3 Quarterly Report 31st March 2024

The Quarterly Report 30th June 2024 was received and discussed.

RESOLVED THAT the Quarterly Report 30th June 2024 be approved.

582. Noticeboard – Offchurch

The quotation for a new noticeboard for Offchurch was discussed. It was noted that new posts would be required. These would be installed using godfathers to preserve the wood.

RESOLVED THAT

- (i) it was agreed to accept the quotation for a new noticeboard.
- (ii) Clerk to order the noticeboard.

583. HS2

Councillor Inman requested that the recent presentations be added to the website. It was also agreed to upload the archaeology survey to the website and include in the magazine.

ACTION:

- (i) Councillors Shackleton/Wray to upload documents to the website.
- (ii) Councillor Wray to add to the newsletter.
- (iii) JPC update at September’s meeting.

584. Councillor’s reports and items for future agenda

Nothing further to add.

585. Next Meeting

The next meeting was confirmed as 17th September 2024 at Offchurch Village Hall.

Meeting closed at 8:05pm

DRAFT