

## Salford Priors Parish Council

**Minutes of the One Hundredth and Eighteenth Annual Meeting of the Salford Priors Parish Council held in Salford Priors Memorial Hall on Wednesday 16<sup>th</sup>. May 2012 at 7.30pm.**

**Present:** Councillors, JR Stedman, L Wright, P Dare, K James, K Littleford, and DC Penn.

**Also in attendance:** MJ Philpott, Clerk, County Cllr. P Barnes, District Cllrs. Howse, and Spence, and fifteen members of the public.

**1. Election of Chairman**

Cllr. Wright proposed, Cllr. James seconded, and it was agreed unanimously, that Cllr. JR Stedman be appointed Chairman.

**2. Declaration of acceptance of Office by Chairman**

The Chairman and the Clerk signed the declaration of acceptance of office.

**3. Declarations of acceptance of Office by all Councillors**

All Councillors present signed their Declaration of Office and these were countersigned by the Clerk. The Chairman reminded all Councillors of the statutory time scale for a Parish Councillor to complete their Declaration of Financial and Other Interests as required by the Code of Conduct.

**4. Election of Vice-Chairman**

Cllr. James proposed, Cllr. Penn seconded, and it was agreed unanimously, that Cllr. LG Wright be appointed Vice-Chairman.

**5. Apologies for absence**

Council considered and accepted apologies of absence from Cllr. Quiney due to other commitments.

**6. Declarations of Office and Disclosure of Interests**

**6.1 Register of Interests:** Members were reminded of the need to keep their register of interests up to date.

**6.2 Declaration of Interests:** Members were required to declare and disclose any personal or prejudicial interests in items on both agendas. Councillors with a prejudicial interest were required to leave the room for the relevant agenda item.

The Chairman reported that, together with Cllrs. Wright and Penn, he had, received a dispensation from the Monitoring Officer in respect of matters concerning the Memorial Hall.

Cllr. James declared prejudicial interests in payments 8867 and 8877 to Bidford Library and Ultimate Fireworks.

Cllr. Littleford declared prejudicial interests in payments 8883 and 8884 for Jubilee Event supplies.

Cllr. Dare declared personal interests in Item 14, Allotments, Item 21.3, Youth Club, and in payments 8863 and 8864 to Salford Priors Memorial Hall.

Cllr. Stedman declared a personal interest in Item 7.2, Planning Application for electric cable works at Mudwalls, and prejudicial interests in Item 14.2, Provision of a third water tank at the allotments, and payment 8877 to Ultimate Fireworks.

**7. Appointments**

**7.1 Rights of Way Inspector**

Council agreed that Cllr. Penn should act as Rights of Way Inspector.

**7.2 Playing Field Inspector**

Council agreed that Cllr. Quiney should act as Playing Field Inspector.

**7.3 F&GP Group**

The Chairman asked Members for their views on forming a Finance and General Purposes Group. Cllr. Dare said she favoured the use of formal committees open to the public. Other Members felt that Groups should be set up for specific purposes and could include co-opted residents. Cllr. James said any group should be not more than three members and should be led by the Vice-Chairman.

**8. Appointment of Staffing Committee**

Cllrs. Stedman, James and Littleford were nominated to serve as the Staffing Committee.

**9. Appointment of Appeals Panel**

Cllrs. Wright, Dare, and Penn were nominated to serve as the Staffing Appeals Panel.

**10. Appointments to Outside Bodies****10.1 Memorial Hall Committee**

Cllr. Wright was nominated and agreed.

**10.2 TOPS Management Committee**

Cllrs. Wright and Littleford were nominated and agreed.

**10.3 Perkin's Educational Foundation**

Council noted that the Council's representatives on the Perkin's Educational Foundation were Mrs Janet Satchwell, Mrs D King, Dr. S Roberts, and Dr S Juned.

**10.4 Marsh Farm Sand and Gravel Liaison Group**

Cllrs. Stedman and Wright were nominated and agreed.

**10.5 Warwickshire Association of Local Councils**

Cllr. James was nominated and agreed.

**11. Closure of the Annual Meeting**

The Annual Meeting was closed by the Chairman at 7.45pm.

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**Minutes of an Ordinary Meeting of the Parish Council held in The Memorial Hall, Salford Priors, on Wednesday 16<sup>th</sup>. May 2012 immediately following the Annual Meeting.****1. Mobile Phones**

All members of the public were respectfully requested to silence and not to use their mobile phones. The use of mobile phones during the meeting would be considered as disorderly conduct within the provisions of Section 10 of the Council's Standing Orders and offenders might be excluded from the meeting.

**2. Open Forum**

**2.1** The Chairman moved that the meeting be adjourned for Open Forum and this was agreed.

**2.2 Have your say:** No under 18s. were present

**2.3 Public Participation:** Mrs Seville complained that Councillors could not be heard in the audience and this matter was raised again under Item 15.1. Mr P.Dare speaking as Chairman of the Fete Committee said they would have problems if the marquees being used for the Jubilee Event were damaged as insurance would not be paid in time. The Chairman said the Council would cover the cost of any damage and referred it to Item 13.2. Mr B Quiney spoke regarding the nuisance caused by large vehicles accessing the Orchard Farm Packing Station. He said they blew their air horns at all hours of the night and on Saturdays and Sundays in order to gain access to the Station and this caused great distress to nearby residents. Cllr. Wright asked that all residents noted down all incidents and passed the information to the Clerk.

**2.4 Ward Members' Reports** Cllr. Barnes described a problem with the privatised meals on wheels service which was losing money and having to be subsidised by the County Council. He said the time allowed for delivery had been extended but the food was then deteriorating. Cllr. Barnes referred residents to the web site to see where the Olympic torch could be seen and also mentioned a programme of walks "Health from the Hedgerows" that had been funded by the Lottery. Finally, he said that the Local Authority charge for catching rats was double that of a local independent contractor.

Newly elected Cllr. Johnathan Spence introduced himself and explained what was happening with the medical centre in Bidford. Two sites had been proposed but complications prevented their use. The planning team was now looking at a new proposal at Tower Hill on the Garden Centre site. Cllr. Howse welcomed the new Parish Council members and said the three Ward Members were working closely together. He supported Cllr. Wright's call for evidence at Orchard Farm. Cllr. Howse said that funding for the Community Links transport scheme had been provided and he also mentioned various grants for consideration by the Council such as Healthy Stratford and the 40 Forum. Cllr. Howse said he had been given the Revenues and Housing portfolio and was congratulated by the Chairman.

**3.** The Chairman closed the adjournment at 8.17 pm.

The Chairman welcomed all the new members, Cllrs. Dare, James and Littleford.

**4. Minutes**

**4.1** The Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 18<sup>th</sup>. April 2012 at 7.30pm. at The Memorial Hall, Salford Priors, were approved and signed by the Chairman.

## **5. Clerk's Progress Report**

### **5.1. Parking at Dunnington School**

The Clerk reported that Katrina Pedlar had indicated that the average administrative cost of a Variation to the Civil Parking Enforcement Order for Stratford District is £2000. It was now necessary to build the case and gain support from the Ward Member to submit to the Transport Seminar held at the beginning of the New Year. PC Essex had been asked for copies of incident reports but he was not able to supply these. The Clerk was asked to see what incident information could be provided and also to try and get the Police no-parking cones back. Cllr. Wright had agreed to keep a log of cars parked by the junction as future evidence.

### **5.2 Proposal for a new bus stop in School Road**

Mr Campbell of 6 School Road had replied to the Clerk's letter confirming that his property boundary along School Road was unclear. The Clerk had received a plan from the Land Registry showing this property. It would probably be necessary to purchase a small area of land from Mr Campbell and Council agreed that the Chairman and Clerk should meet him.

### **5.3 Clearance of footpath to Wood Bevington turn**

David Elliston had been asked to consider the use of road planings to improve the path and eliminate the trip hazards. Cllr. Penn reported that the remaining section of this path had now been cleared.

### **5.4 Planning booklet circulation**

The circulation list was amended to include the new councillors.

### **5.5 Request for dispensations**

Council noted that a dispensation has been provided for four years for the Councillors as requested. The last meeting of the Standards and Ethics Committee will be on the 13<sup>th</sup>. June. The Chairman noted that the original request had been made on 30.09.11.

### **5.6 Affordable Housing**

Whilst investigating the land for the Jubilee Planting it was suggested that WCC were seeking to offer three of the houses to farm tenants. The Clerk contacted Phil Ward and was told that there is no substance to this allegation.

### **5.7 Solar light in School Road**

Peter Long was asked to adjust the light opposite the entrance to Orchard Farm and the Chairman confirmed it was now working satisfactorily.

### **5.8 Proposed light at Hedges Close**

A quotation was requested from Western Power Distribution to provide a new light by Hedges Close. The cost of this supply is £925.65 plus VAT. The cost of the light column and lamp and installation will add a further £1000 to this cost. Council agreed to consider this at the next meeting.

### **5.9 New prices for lighting maintenance**

New charges from the Council's lighting maintenance contractor were circulated. Council noted that the prices were still substantially less than were being charged by EON, the previous contractor, where there was a standing charge of over £1000 per year. Council accepted and agreed the new charges. Cllr. Littleford reported that a street light in Ban Brook Road by No. 39 was not working.

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**5.10 Ordnance Survey PSMA**

The Clerk said he had signed up to the Public Sector Mapping Agreement with Ordnance Survey. No charge was involved at this stage but he was still trying to work out what is necessary to be able to produce OS maps of areas of the parish.

**5.11 Election Results**

Official results of the Parish and District Council election results were circulated.

**6. Planning general****6.1 Packing Station at Orchard Farms**

The Clerk read a letter from Mrs Wan regarding the situation in her house when the large continental lorries passed by. It was agreed that this letter, together with Mr Quiney's comments in Open Forum, should be forwarded to SDC as evidence of the problems being experienced by residents.

**6.2 Tree Preservation Order for the School Road Pine Tree**

The Clerk reported that a meeting with Iain Clarke had been arranged for 17.05.12. Reference was made to the issue of costs in the event of an appeal but the Chairman said this would only arise if the Parish Council wanted to fight an appeal where the District Council had already indicated the Officers would not contest.

**6.3 Formation of a Neighbourhood Plan Working Group.**

The Chairman suggested that there was currently insufficient information regarding Neighbourhood Plans and it might be premature to form a working group. Cllr. James said that any plan had to conform to the core strategy of the District Council and it might not be appropriate for a parish of the size of Salford Priors to develop a Neighbourhood Plan. He suggested that the first stage might be to develop some workshops for residents to see what interest there was and that these should be for businesses and also for residents. The Chairman proposed that Cllr. James should work with the Clerk to prepare a report for the next meeting on the way forward and this was agreed.

**6.4 Warwickshire Waste Core Strategy.**

The Clerk reported that he had examined the document and had no comments to make. However, he did say that there were moves in Europe to ban co-mingled collections and this would have a serious effect on the policies of the County and District if it ever became law. Council agreed to make no representations.

**7. New Planning Applications**

**7.1 12/00924/TREE** – Proposal to fell a holly tree at Priory Cottage, Station Road, Salford Priors, WR11 8UX, for Miss Julie Stage.

Council made no representations.

**7.2 12/00894/ELEC** – Diversion of one span of an 11,000 volt overhead line, underground cable to be laid, and overhead spans to be removed at Mudwalls Farm, Dunnington, Alcester, B49 5PA for WSE Ltd. - Nick Perkins.

The Clerk reported that he had circulated the documents earlier and in the absence of any comments from Councillors had made no representations.

**7.3 12/01035/ELEC** – Replace single span of overhead line and relocate transformer at Holly Bush Farm, Dunnington, B49 5NN for Western Power Distribution.

Council made no representations.

## **8. Planning Decisions**

Council noted the following planning decisions:

**8.1 12/00291/FUL** – Single storey dwelling house on plot of land adjacent to Dunnington Crossroads, Dunnington for Ms Jayne Norris.

**Planning Permission Refused**

**8.2 12/00623/FUL** – Erection of porch, insertion of rooflight into rear elevation and replace first floor window with French doors and balustrade at 3 Meadow View, Evesham Road, Wr11 8UU for Mr Neil Pearce.

**Planning Permission Granted**

**8.3 12/00414/FUL** – Proposed use of Long Barn for mixed retail and storage purposes at Dunnington Heath Farm, Dunnington, B49 5PD for AH Hillers and Son Ltd.

**Planning Permission Granted**

## **9. Finance (1)**

### **9.1 Internal Auditor's report.**

A copy of the Internal Auditor's report had been circulated. The financial records were found to be correctly maintained and the overall system of internal control was confirmed to be adequate. Four minor issues were raised relating to two cancelled cheques and the receipt of cash from a Jubilee Event. Council accepted the recommendations made by the Internal Auditor.

### **9.2 Annual Accounts for 2011 – 2012.**

Section 1 of the draft Annual Return for the year ended 31<sup>st</sup> March 2012 to the Audit Commission was circulated to Members prior to the meeting together with the Accounts as agreed by the Internal Auditor. For the benefit of new Councillors the Chairman explained the Annual Return format. After receiving confirmation from the Chairman that he considered the accounts were balanced, and further discussion by Members, Cllr. James proposed, Cllr. Wright seconded, and it was agreed unanimously, that Section 1 of the Annual Return, and the Accounts, be approved. The Chairman then read each of the eight questions in Section 2 of the Annual Governance Statement and the Council answered in the affirmative to each of the questions therein. There being no Trust Funds a "Not Applicable" answer was given to this statement. The meeting noted the report of the Internal Auditor who answered in the affirmative to questions A,B,C,D,E,G, H,I, and to J. The answer given to question F was "Not Applicable" since no petty cash transactions take place. The Chairman and the Responsible Financial Officer signed Section 1 of the Annual Return- Accounting Statements, and Section 2, the Annual Governance Statement. The Clerk reported that the necessary statutory audit notices had been posted.

### **9.3 New Bank Mandate**

A copy of the resolution required to continue the bank mandate had been circulated as set out below:

#### **Resolution:**

1. The Salford Priors Parish Council requests HSBC Bank PLC to continue accounts in its name.
2. We confirm that the Salford Priors Parish Council operates under Standing Orders and Financial Regulations duly approved from time to time by the Council.
3. We set out below a certified copy of the resolution of the Salford Priors Parish Council and, overleaf, a list of persons authorised to sign, with specimen signatures.
4. In order that HSBC Bank PLC may credit any interest earned without deduction of tax, we confirm that the Salford Priors Parish Council has a separate identity from its members and that no individual member has the right to be paid, or will directly benefit from, any interest earned.

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5. We certify that the following resolutions were passed at a meeting of the Salford Priors Parish Council held on **16<sup>th</sup>. May 2012** and have been entered in the Minute Book.
6. Minute as recorded:
- (i) That bank accounts be continued with HSBC Bank plc (*the Bank*) and the Bank is authorised to:
- a) pay all cheques and other instructions for payment or accept instructions to stop such payments signed on behalf of the Salford Priors Parish Council by two Councillors together with the Clerk/Responsible Financial Officer (*the Signatories*) whether any account of Salford Priors Parish Council is in debit or credit.
  - b) deliver any item held on behalf of Salford Priors Parish Council by *the Bank* in safe keeping against the written receipt of *the Signatories*; and
  - c) accept *the Signatories* as fully empowered to act on behalf of Salford Priors Parish Council in any other transaction with *the Bank* (including closing any account(s)); and
- (ii) That any debt incurred to *the Bank* under this mandate shall, in the absence of written agreement by *the Bank* to the contrary, be repayable on demand.
- (iii) That the Clerk/Responsible Financial Officer from time to time is authorised to supply *the Bank* as and when necessary with lists of persons, duly signed by *the Signatories*, who are authorised to sign, give receipts and act on behalf of the Salford Priors Parish Council, and that *the Bank* may rely on such lists.
- (iv) That these resolutions remain in force until cancelled by notice in writing to *the Bank*, signed by *the Signatories* from time to time acting or claiming to act on behalf of the Salford Priors Parish Council, and the Bank shall be entitled to act on such notice whether the resolutions have been validly cancelled or not.
- (v) That the Salford Priors Parish Council accepts the accounts and banking relationship with the Bank will be governed by and subject to the Business Banking Terms and Conditions (a copy of which has been provided) as amended from time to time together with ant terms and conditions in respect of specific products and services requested by the Salford Priors Parish Council from time to time.

Cllr. James proposed and Cllr. Wright seconded and the resolution was agreed unanimously. It was signed by the Chairman and the Clerk.

## **10. Playing Field**

### **10.1 Playing Field weekly inspections.**

The Clerk reported that inspection reports had been received dated 9.04.12; 16.04.12; 23.04.12; 30.04.12 and 6.05.12. No problems were reported apart from the latest report which indicated that children had constructed a “den” by the solar light from wood from the Scout Hut area. Cllr. Littleford said there was a problem with rats in the area. Council agreed to ask Mr Hackling to clear the wood and for the Clerk to write to the Scouts as this was the second occasion wood from the Scout Hut had caused problems on the Playing Field.

### **10.2 Playing Field car park.**

Action from the Estates Surveyor of Orbit is awaited.

### **10.3 Repairs to the play equipment.**

The Clerk reported that he had inspected the play equipment with Mr Hackling and placed an order to carry out the repairs as agreed. He had also arranged for a professional inspection of the see-saw from Wicksteed at a cost of £45.

### **10.4 Football on the Playing Field.**

Contact details for the football team were passed to Mrs Dare. The Chairman said that professional advice needed to be sought regarding the suitability of the grass sward. The Clerk was asked to

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contact the Salford Team Secretary requesting their groundsman at Studley reports on any necessary work to be done and any associated costs.

**10.5 Purchase of the access from SDC.**

SDC has confirmed they are now in a position to instruct valuers to proceed regarding the playing field access.

**10.6 Request from the cub pack to use the Playing Field.**

The Clerk reported that a District Cub Fun day was taking place at the Scout Hut on Sunday 8<sup>th</sup>. July. As a contingency the Cubs were requesting use of a small area of the Playing Field as an “over-run” depending on the number of cubs attending. Council agreed the request subject to there being no clash with the football team.

**10.7 Collection of grass before Jubilee Event**

Council agreed that the grass should be cut between 28<sup>th</sup>. to 30<sup>th</sup>. May and the grass collected prior to the Jubilee Event. Similarly Council agreed that it should also be cut between 25<sup>th</sup>. to 27<sup>th</sup>. June and the grass collected prior to the Village Fete. The Clerk was instructed to make the necessary arrangements.

**11. Highways**

**11.1 Speeding and build-outs on School Road**

A report of a site meeting with WCC had been circulated. The possibility of a build-out was not now considered feasible. The Clerk reported that he was still chasing prices and options for speed guns and speed visors and also a second-hand speed gun at Kenilworth. The Chairman said Richard Elbourne had been asked to investigate the visibility at the build out and the Clerk was asked to obtain a response. The Clerk was also asked to use the E-Newsletter to seek information regarding lorries accessing Orchard Farm.

**11.2 Replacement of signs in Broom Lane**

The Clerk reported that the signs removed when the lamp column at Dunnington was moved had now been re-fixed by Mr Hackling to a new pole provided by WCC.

**11.3 Parish Lengthsman**

The Clerk said that information had been gathered a few years ago and he was asked to bring a report to the next meeting. The Clerk said he would also raise the matter with David Elliston and he was asked to include Cllr. Barnes in any correspondence.

**11.4 School Road**

The Chairman asked the Clerk to arrange for the mowing contractor to cut the verges on both sides of School Road from the Post Office down to the junction with Ban Brook Road. Also, for the hedge to be cut from the junction with Tothall Lane towards Iron Cross to improve visibility at the junction.

**12. Trees**

**12.1 Site off Tothall Lane for planting Jubilee trees.**

The Clerk reported that the area of wet land along Ban Brook at Tothall Lane was owned by WCC and tenanted by Mr Simon Sparkes. To progress the use of this land for Jubilee trees the next stage would be a meeting with the tenant, Mr Sparkes, and the Clerk was asked to write accordingly and arrange a meeting.



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**12.2 Replacement of the circular seat at Iron Cross**

The Clerk reported that the circular seat had been removed and had been refurbished by painting and staining. It was now in storage and Council agreed it should be installed around the new tree by Mr Hackling subject to a reasonable price being obtained.

**12.3 Trees on Evesham Road near Abbots Salford**

The Clerk reported that the attention of the County Arboricultural Officer had been drawn to some poplar trees overhanging the highway on the approach to Abbots Salford. He had agreed to inspect the trees.

**13. Events**

**13.1 Progress report from the Jubilee Group**

Cllr. Littleford reported that all the arrangements were in place, that the response of sponsors had been excellent, and that the childrens' disco had been successful. She reported that the event was still indicating a small surplus. Cllr. Wright suggested that a good use for any surplus funds could be to purchase a defibrillator. The Clerk said that the surplus only arose if the Parish Council actually contributed £2500 towards the cost of the event. An event report and the final fund balances will be considered at the June Council meeting.

**13.2 Financial report from the Clerk for the Jubilee Group**

A statement had been circulated showing income and expenditure to date for the Jubilee event. The Clerk also confirmed that he had received notification from Came & Co. that the main marquee and the toilets would be covered within the additional £25 premium that had been paid. Following comments made by Mr Dare in Open Forum, the Parish Council agreed they would fund the cost of any damage and then recoup the cost from the insurance company and the Clerk was asked to write to Mr Dare accordingly.

**14. Allotments**

**14.1 Inspection of the allotments.**

The Clerk reported that he had issued rent notices to all tenants as agreed. To date, four tenants had paid and two had surrendered their plots.

**14.2 Provision of a third water tank at the allotments.**

The Clerk reported that a quotation had been received last year of £478 plus VAT to provide a new water tank near plot 12. Council considered that a further tank could not be justified when there appeared to be limited interest in the allotments.

**15. Annual Parish Meeting**

**15.1 Items arising from the Annual Parish Meeting**

A list of items arising from the Annual Parish Meeting had been circulated. Council discussed the main issues. The use of microphones at meetings was not supported but all Councillors were encouraged to speak clearly at meetings. Council agreed to investigate the need for more drop kerbs and proposed that Cllr. Quiney should consult with Don Bailey and Joan Hunt and the Clerk. Regarding the junction of Tothall Lane and School Road, Council agreed there was a problem. The Clerk was asked to get the mowing contractor to trim the hedge and verge as an extra to the contract. The Clerk added that Alamo had offered a meeting with Councillors to visit their factory and Council agreed this would be useful and the Clerk was asked to make the necessary arrangements.

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**16. Communications****16.1 Council's website.**

The Clerk reported that former Cllr. Liam Maude had agreed to continue to upload material to the web site and this was much appreciated by Members.

**16.2 Renewal of the domain name**

The Clerk reported that the domain name had been renewed for a further two years.

**17. Rights of Way****17.1 Report on the Rights of Way.**

Nothing to report.

**17.2 Report regarding the stile on AL11 being replaced with a gate.**

The Clerk reported that the new gate had been delivered and was being installed by Mr Hackling.

**18. TOPs****18.1 Extension of the lease at TOPs.**

A copy of an e-mail from WCC regarding the extension of the lease of TOPs had been circulated to Members. It was noted that the Parish Council had a statutory right to renew the lease at its expiry and accordingly no action was needed at this time. Cllr. James said that new leases from WCC could exclude articles of the Landlord and Tenant Act and this would be a major disbenefit. Council agreed not to seek a new lease at this time and to renew when the existing lease neared termination.

**19. Staff and administrative matters****19.1 Holiday pay arrangements for the Clerk.**

The Chairman said that a report had been circulated to all Members setting out the reasons why holiday pay was appropriate. In view of the confidential nature of the issue he said the Council should either agree the proposed action in the report at para. 4 or refer it to the Staffing Committee for further consideration. Cllr. James said it was a legal requirement and he proposed that the recommendation to pay holiday pay in accordance with the NALC guidance and the Internal Auditor's approval be accepted. Cllr. Wright seconded and it was agreed by 4 votes to 1.

**20. Matters raised by Councillors**

**20.1** Councillors are invited to use this opportunity to report minor matters of information not included elsewhere on the Agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

**20.2** The Clerk reported that Cllr. Quiney had reported that a hedgerow had been planted on the grass area on the corner of Park Hall Mews and School Road. The Chairman said the land was owned by the original developer and the only issue was access for the mowing contractor. Council agreed to make the contractor aware but not to mow the land if access became impossible.

**21. Consideration of Correspondence Received****21.1 NALC – Members' conduct and the registration and disclosure of their interests – Legal Topic Note LTN80.**

Council noted the information provided and agreed to await the finalisation of the District Council Code of Conduct.

**21.2 WALC – Newsletter and Bespoke Guidance for Member Councils ADH/99/2/2012**

Council noted the information provided.

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**21.3 Cllr. Pat Dare – report on Youth Club 2011 – 2012**

Council noted the information about the Youth Club which served young people aged 10 to 16. The chairman thanked Cllr. Dare for her report.

**21.4 WCC, Review of Mobile Library Service**

Council noted the proposals to reduce the number of stops in the parish at Dunnington and School Road and also the alternative option of a home delivery. Council discussed options available to residents and particularly the opportunities provided by the new Community Library and Bidford. Cllr. James was asked to bring a report to the next meeting.

**22. To Table**

Council noted the following tabled items:

**22.1** Clerks & Councils Direct, May 2012 Issue 81

**22.2** The Clerk Magazine, May 2012, Vol. 43 No.9.

**23. Finance (2)****23.1 Approval of the payments and transfers listed in Appendix A.**

Having declared prejudicial and personal interests:

Cllr. Littleford left the room during discussion of Transactions 6510, 8883, and 8884.

Cllrs. Stedman and Dare left the room during discussion of Transactions 8863 and 8864.

Cllr. James left the room during discussion of Transactions 8867 and 8877.

Cllr. Stedman left the room during discussion of Transaction 8877.

Council noted the income transactions in Appendix A1.

Council considered the expenditure transactions listed in Appendix A2. Authorisation for payment was proposed by Cllr. Wright, seconded by Cllr. Littleford, and carried. Cheques were signed by Cllr. Wright and Cllr. Penn.

Council considered and approved the proposal to transfer £9000.00 from No.1 account to the Community account in Appendix A3. Authorisation for transfer of funds was proposed by Cllr. Stedman, seconded by Cllr. James, and carried.

The Clerk reported that Cheque 102537 for £21.00 to SDC had been returned as the District Council had decided not to charge for licences for Jubilee events.

Council noted the bank balances in Appendix A4.

**24. Date of Next Meetings**

Council confirmed the date of the next Ordinary Meeting of the Parish Council at 7.30pm on Wednesday 20<sup>th</sup>. June 2012 in The Memorial Hall, Salford Priors.

**25. Closure of meeting**

The Chairman closed the meeting at 10.20 pm.

Signed .....

Date .....

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**APPENDIX A – Finance****A1 Income transactions for approval**

<b>Tn. No.</b>	<b>Cheque</b>	<b>Gross</b>	<b>Vat</b>	<b>Net</b>	<b>Details</b>
6508	BACs	974.04	0.00	974.04	HMRC, VAT Refund Q4 2011 – 12
6509	BACs	23500.00	0.00	23500.00	Stratford DC, Precept
6510	Cash	15.00	0.00	15.00	Karen Littleford, photocopying
6511	Cheque	171.42	0.00	171.42	TOPs Mgt. Committee, Electricity Q4 2011 – 12
6512	Cheque	26.00	0.00	26.00	ME Allison, Allotment rent plot 3
6513	Cheque	26.00	0.00	26.00	Roger Smith, Allotment rent plot 11
6514	Cheque	39.00	0.00	39.00	C Hague, Allotment rent plots 5 and 16A
6515	Cheque	26.00	0.00	26.00	B Palmer, Allotment rent plot 2
<b>Total</b>		<b>£24777.46</b>	<b>£0.00</b>	<b>£24777.46</b>	

**A2 Expenditure transactions for approval**

<b>Tn. No.</b>	<b>Cheque</b>	<b>Gross</b>	<b>Vat</b>	<b>Net</b>	<b>Details</b>
8859	dd	18.99	2.83	16.16	Plusnet, Office Broadband
8860	dd	27.00	1.29	25.71	EDF, TOPs Electricity
8861	102538	80.00	0.00	80.00	M Hackling, remove cable clips from brickwork
8862	102539	87.60	14.60	73.00	PD Long, service visit to 2 lamp columns
8863	102540	35.00	0.00	35.00	Salford Priors Memorial Hall, rent for Jubilee event
8864	102541	500.00	0.00	500.00	Salford Priors Memorial Hall, office rent and hall hire
8865	102542	145.75	0.00	145.75	Warwickshire CC, TOPs lease for period 1.04.12 to 30.06.12
8866	102543	470.00	0.00	470.00	WALC, Annual subscription
8867	102544	1000.00	0.00	1000.00	Bidford Community Library Ltd., donation
8868	102545	150.00	0.00	150.00	Kidney Research UK, donation
8869	102546	546.00	91.00	455.00	Hightrees Landscape Services Ltd., Mowing contract
8870	102547	150.00	0.00	150.00	Alcester Alzheimer Cafe, donation
8871	102548	50.40	8.40	42.00	PD Long, service visit to solar light and Garrard Close
8872	102549	402.70	0.00	402.70	MJ Philpott, Clerk's salary May

## Salford Priors Parish Council

8873	102550	198.00	0.00	198.00	Stratford on Avon DC, TOPs rates
8874	102551	108.21	18.04	90.17	Staples, Stationery, white and coloured paper, file dividers, ink cartridges
8875	102552	232.00	0.00	232.00	M Hackling, dismantle and stain circular bench from Iron Cross and erect signs at Dunnington.
8876	102553	Cheque cancelled			Shakespeare Marquees, Jubilee event.
8877	102554	1500.00	0.00	1500.00	Ultimate Fireworks, Jubilee event.
8878	102555	1008.00	168.00	840.00	The Bell at Salford Priors, Hog roast, Jubilee Event.
8879	102556	135.00	0.00	135.00	Greens Bouncy Castle, Jubilee Event
8880	102557	60.00	10.00	50.00	St John Ambulance, Jubilee Event.
8881	102558	55.88	0.00	55.88	Tom Pearsall, lanterns and batteries, Jubilee Event
8882	102559	623.29	103.88	519.41	Shakespeare Marquees, Jubilee event
8883	102560	175.00	0.00	175.00	Karen Littleford, Games prizes, Jubilee Event
8884	102561	124.95	0.00	124.95	Karen Littleford, Bunting, Jubilee Event
8885	102562	360.00	0.00	360.00	C Print, Programmes, Jubilee Event
8886	102563	660.00	0.00	660.00	T Pearsall, Cash payments, Jubilee Event
<b>Total</b>		<b>£8903.77</b>	<b>£418.04</b>	<b>£8485.73</b>	

**A3. Transfers**

Transfer of £9000.00 from No.1 account to Community account.

**A4. Account Balances at**

<b>Community a/c</b>	<b>£1,289.77</b>
<b>No.1 a/c</b>	<b>£57,770.34</b>
<b>No.3 a/c</b>	<b>£214.04</b>