



**Baddesley Ensor
Parish Council**

MINUTES OF ANNUAL COUNCIL MEETING

6.30pm Wednesday 10th May 2023 Village Hall, Baddesley Ensor

Present: K. Barber, Cllrs B. Davey, A. Cooper, K. Doran, C. Ford, R. Fraser,
M. Sharp and D. Ternan. County Cllr A. Wright

Clerk: Mrs J. Daniel

Members of the public in attendance: One

K. Barber as the ex-Chair gave a brief report of the activities of the Council for 2022/23

2754 Election of Chairperson for the ensuing year

Nominations were invited for the position of Chair of the Parish Council. Two nominations were received. Cllr. Davey and Cllr. Sharp. following a vote Cllr. Davey was elected Chair for the ensuing year and signed her Declaration of Acceptance.

Proposed K. Doran

Seconded R. Fraser

2755 Apologies Cllr. K. Webb

2756 Public Participation

The Parish Council was congratulated for their past work and wished well for the future.

2757 Appointment of Vice-Chair

Nominations were invited for the position of Vice-Chair. Two were received Cllr. Ford and Cllr. Webb. (although not present Cllr. Webb had, in writing, asked to be considered as Vice-Chair)

Following a vote Cllr. Webb was appointed Vic-Chair of the Parish Council.

Proposed B. Davey

Seconded K. Doran

Cllrs. M. Sharp and D. Ternan abstained from this vote.

2758 Councillors to sign Acceptance of Office

All Councillors present signed their Declaration of Acceptance of Office.

It was agreed that Cllr. Webb could sign her Declaration at a future date.

2759 Councillors to enter financial interests in Register of Members Interest forms

Declaration of Interests forms were circulated and if not signed at the meeting, were to be returned within 28 days so that they could be sent to NWBC.

2760 Constitution of Committees

Councillors were appointed to the following committees:

Finance Committee

Chair Cllr. C. Ford, with Cllrs. M. Sharp, D. Ternan and K. Webb

Proposed B. Davey

Seconded K. Doran

Staffing Committee

Chair Cllr. K. Doran, with Cllrs. A. Cooper, R. Fraser, and B. Davey

Proposed B. Davey

Seconded M. Sharp

Management Committee for the Charity

This item will be placed on the agenda for the June Council meeting, with a suggestion of four Councillors and three from the Community.

2761 Representation on Outside Bodies

Baddesley Community Fund

Meetings usually held twice a year and the Chair of all four local Parish Council's are on this committee. Cllr. Karen Webb is appointed to represent the Parish Council on this Committee.

North Warks. Area Committee of Parish Councils

Further information to be obtained about this committee.

2762 Declarations of Interest

(a) To declare any personal interests or prejudicial interests in items on the agenda and their nature.

(b) To consider and approve any requests for dispensation relating to Agenda items.

Cllr. M. Sharp declared an interest in Staffing and Party in the Park

2763 Minutes of meeting 5th April 2023.

Minutes of the Council meeting on 5th April 2023, having been previously circulated, were approved and signed by the Chair.

Proposed K. Doran

Seconded C. Ford

2764 Matters Arising

Litter Bins

All seven bins have been installed but one needs re-siting.

Groundsperson/Caretaker

Clive Chetwynd has been appointed as a Groundsperson and Caretaker commencing on 1st May 2023.

Grass Strimmer

A G-tech grass strimmer, spare blades and a spare battery have been purchased. Safety protection to be provided and risk assessment put in place.

Emergency Lighting in Hall

M H Electrical to be chased about the emergency lighting.

Ceiling lights in Hall

CI Electrics to be asked to quote to replace ceiling lights.

2765 Update from NWBC & WCC.

County Cllr. Wright updated about the safety rail on the crossing by the pit wheel.

2766 Review Standing Orders and Financial Regulations

Standing Orders, copies having been previously circulated, were approved and adopted.

Proposed B. Davey

Seconded M. Sharp

Financial Regulations, copies having been previously circulated, were approved and adopted.

Proposed B. Davey

Seconded M. Sharp

2767 To consider the Council adopting the Model Code of Conduct

Consideration was given to the Model code of Conduct, copies of which had been previously circulated. This was approved and adopted.

Proposed M. Sharp

Seconded R. Fraser

2768 To confirm the continued use of Direct Debits for payments of utilities

The Parish council agreed to continue the use of Direct Debits for the payment of all utilities.

2769 To approve and sign Section One (Annual Governance Statement) of the Annual Return and note the Internal Audit Report

Copies of Section one of the Annual Return and the Internal Audit Report had been previously circulated. The Internal Audit Report was noted, and Section One was approved and signed by the Chair and Clerk.

2770 To consider the Council adopting the General Power of Competence

As all Councillors were elected unopposed, and the Clerk is a qualified Clerk, the criteria is met for Baddesley Ensor Council to adopt the General Power of Competence.

Resolved

That the General Power of competence be adopted.

Proposer M. Sharp

Seconded R. Fraser

2771 To approve and sign Section Two (Accounting Statements) of the Annual Return

This was deferred until the June Council Meeting.

2772 To approve the draft calendar of meetings 2023/24

The draft calendar of meetings was adopted and will be circulated and placed on the web site.

The Parish Annual Assembly will be held on Saturday 20th May between 3.00pm and 5.00pm. Hirers are to be invited to attend and publicise their groups.

2773 To consider applications for funding – Baddesley Sewing Bee, Woodside School

Baddesley Sewing Bee – the details on the application form were not clear, so this application was deferred to obtain further clarity.

Woodside School – This was agreed.

Resolved

That a grant of £500 be awarded to Woodside School for their Growing a New Generation Project.

Proposed B. Davey

Seconded K. Doran

2774 To consider the application from Party in the Park for use of recreation ground

Party in the Park requested use of the recreation ground from 7th to 9th July. There would be no charge for this. They had provided a copy of their insurance but would also need to provide a copy of their Tens licence and verify that this covers the sale of alcohol. Use of tables was also agreed.

They had also requested to purchase the bar fridges owned by the Parish Council but more information is needed before any decision is made.

(A separate confidential minute has been made regarding what happened during minute number 2774 on this agenda)

2775 To consider an application to use football pitches in the recreation ground

An application had been received by a representative of Tamworth Football Academy to use the football pitches on a Saturday commencing in September. Councillors requested that they be invited to attend the June meeting to answer various questions.

2776 To consider a quote to replace hand dryer in gents' toilets Village Hall

Resolved

That a quote from M H Electrical of £201.80 plus vat, to replace the hand dryer in the gents' toilet in the Village Hall be accepted.

Proposed K. Doran

Seconded R. Fraser

2777 To review the Asset Register

Copies having been previously circulated; Councillors noted the Asset Register following one amendment. The listing of a second cooker was removed.

2778 Finance Update.

1. The account balances and transactions from 1st April 2023 to 30th April 2023 were scrutinized and agreed.

TRANSACTIONS APRIL 2023

28-Apr-23	12:10	B/P to: True Finish		INVOICE #23	-45.52	50,318.68
28-Apr-23	08:10	Girobank Core Business 100000	100000		270	50,364.20
28-Apr-23	06:30	B/P Employee		CLERK		50,094.20
28-Apr-23	06:30	B/P Employee		SALARY		50,495.16
28-Apr-23	06:29	B/P Employee		PAY PERIOD 1		50,908.88
28-Apr-23	06:29	B/P Employee		STAFF		51,193.19
28-Apr-23	06:28	B/P Employee		DEPUTY CLERK		52,143.52
28-Apr-23	06:27	B/P Employee		STAFF		52,337.52
28-Apr-23	06:21	NORTH WARKS B C		PRECEPT	34,650.90	53,021.97
27-Apr-23	09:39	B/P to: David Reilly		MILEAGE	-181.8	18,371.07
27-Apr-23	09:39	B/P to: David Reilly		22/23 EXPENSES	-206.94	18,552.87
27-Apr-23	09:39	B/P to: Warks CAVA		PAYROLL & HMRC	-324.84	18,759.81
27-Apr-23	09:39	B/P to: LG Services		GRASS CUTTING	-180	19,084.65
27-Apr-23	09:39	B/P to: Joan Daniel		GTECH STRIMMER	-208.97	19,264.65
27-Apr-23	09:39	B/P to: Warwickshire CC		INV 10345102	-45	19,473.62
24-Apr-23	18:34	J H KARATE		Baddesley Karate	60	19,518.62
24-Apr-23	06:19	Direct Debit (WATER PLUS)		547040754	-26.26	19,458.62
18-Apr-23	13:36	B/P to: Atherstone Rangers		REFUND	-600	19,484.88
18-Apr-23	06:18	Direct Debit (WATER PLUS)		7002581776	-41.25	20,084.88
14-Apr-23	06:25	B/P to: NWBC		63037505	-337.91	20,126.13
14-Apr-23	06:18	Direct Debit (OPUS ENERGY GAS SU)		707711	-128.84	20,464.04
14-Apr-23	06:18	Direct Debit (OPUS ENERGY LTD)		707710	-635	20,592.88
12-Apr-23	09:28	Stripe Payments UK Ltd		ANTHONY SHELDON	189.11	21,227.88
11-Apr-23	06:19	Direct Debit (LLOYDS BANK PLC)		D/D	-3	21,038.77
06-Apr-23	06:21	Direct Debit (NEST)		IT000006708613	-67.08	21,041.77
05-Apr-23	06:17	Direct Debit (BT GROUP PLC)		GP00663016-000031	-45.4	21,108.85
04-Apr-23	09:19	Stripe Payments UK Ltd		RUN4YOU	102.14	21,154.25
03-Apr-23	09:49	Stripe Payments UK Ltd		RUN4YOU	19.52	21,052.11
03-Apr-23	06:20	Direct Debit (BRITISH GAS)		BGL0247327-0236377	-142.8	21,032.59

1. **Current Account: 20425490**

Unity Trust Bank

Balance on 30th April 2023 = **£50,318.68**

Commitments:

a. Litter bins: £568.80 x 7 = £3,981.60

b. Notice Boards and fitting: £8,809.18

Total committed = £12,790.78

Uncommitted Balance = **£37,527.90**

1. **Reserves: 20434121**

Unity Trust Bank

Balance on 30th April 2023 = **£10,109.56**

3. **Held Funds: 20435231**

Unity Trust Bank

Balance on 30th April 2023 = **£6,332.04**

Charity 522829. Speedwell Lane Park and Recreation Ground.

1. **Charity 522829 Account:** 20435244 Unity Trust Bank

Balance on 30th April 2023 = **£5,873.52**

2779 Planning applications and consultations.

The Councillors noted the following application.

Reference	Details	Status
Hinckley National Rail Freight Interchange	Notice of acceptance of an Application for development order	Received 4 th May 2023

2780 Correspondence.

The following correspondence was noted.

Item	Subject	Status
Espo Invoice	Mop Head order	Not yet paid
Waterplus Invoice	Water charges at Pavilion	D/D 14 th May 2023
North Warks. Borough Council	Food Safety & Hygiene self Assessment questionnaire	To be completed

2781 Parish Councillors' Reports.

Cllr. Sharp advised that Geoff Heath no longer wishes to use the Hall.

Cllr. Ternan advised that some items in the kitchen had been purchased with profits from the meals.

Cllr. Ford advised that some maintenance is needed in the play area. Some swings and rubber matting need replacing.

2782 Date of Next Meeting:

Annual Parish Assembly 20th May 3.00pm until 5.00pm

Finance Committee meeting 8th June 2023 at 6.30pm

Full Council meeting 14th June 2023 at 6.30pm

Signed

Chair