

BRINKLOW PARISH COUNCIL
Minutes of the Meeting of the Council
Held in the Community Hall on the 8th February 2024

Present: Councillor J Reid (Chairman)
Councillor T Heenan
Councillor I Currington
Councillor S Brown
Councillor Karen Keene
Councillor Judith Brickwood
Councillor T Gillias (RBC)
J Boonham (Cemetery Agent)
9 Members of the public

1. Apologies.

Apologies received and accepted from D Lloyd (Clerk & RFO)

2. Declarations of Interest.

There were no declarations of interest made.

3. Minutes of the last meeting. **RESOLVED **That the minutes of the meeting held on the 11th January 2024 were approved, signed and initialled by the Chairman as a correct record of the proceedings.****

4. Comments, Questions or Suggestions made by Members of the Public.

Representatives of the Scouts thanked the Lengthsmen for putting up the gate at the cabbage patch. The scouts were making bird boxes to go on the field and in the Spinney, permission was given for these to be put up.

Jeanette Lomas: Pocket Park:

- Someone had stated that one of the trees that had been put up would interfere with the drains. The drain cover had been opened and the lie of the drains determined, there was no possibility of damage from the tree roots.
- There were several cupressus trees in an adjacent garden which overhang one of the borders, could they be cut back.
- Could mowing be box cut so the clippings could be used for compost. The new mowing contract was about to start, and extra cuts were possible.
- Dog poo had been found in the park this week. There was a dispenser for dog poo bags, could owners please be more responsible. Sue would put a reminder in Round the Revel.

5. District and County Councillor Reports for Information.

Councillor T Gillias (RBC)

- There was a consultation open on the changes to the roundabout at Avon Mill, please participate on the Warwickshire County Council website.
- Magna Park was now the biggest warehousing site in Europe, there was a £2.7 million budget for mitigation. Unfortunately, Brinklow cannot claim on this.
- The comment was made that the proposed new Ansty Development needs direct access to the M6.
- New Local Plan. There was a planning services meeting on the 15th of January. There were 64 responses to the consultation on the previous local plan, this time the response was more than double that.

- CIL, the Community Infrastructure Levy, had been approved. The percentage of the CIL available to the community is not capped if you have a Neighbourhood Plan.
- Brandon Stadium appeal rejected on the grounds that whatever they would have put up would not replace the sports facility that would be lost.
- Tony would continue with the Walkers Terrace streetlight repair.

6. Report by Cemetery Agent.

Jennie read out her report to all present. One burial since the last parish council meeting, a second booked for 21st February. Payments for both received. An interment of ashes being arranged. Twelve new reserved posts have arrived, help needed from Lengthsmen to put them up.

7. Renewal of the Grass Cutting Contract.

Last year had a bad start and there were problems with the weather. The second year of the proposed 2 year contract was agreed with the contractor as he now knows the area and is ready to start in March. A shorter cut will be available for special events like the Scarecrow Festival and the Football Tournament. We are hoping for better communication with the contractor this year.

8. An Update on setting the budget.

The budget was almost ready to go delayed due to the lack of availability of councillors and illness. It will be sent out shortly. Councillors to give their approval via email.

9. Councillor attendance at the Neighbourhood Plan and Local Plan briefing by RBC

Councillors Judith Brickwood and Tim Heenan will attend at 6pm on Tuesday the 20th February.

10. Adoption of new .gov email addresses for councillors and clerk.

These would look more professional and separate personal and parish council email. We want to retain Neil Gatty to manage our website. Several organisations offering these addresses for a fee. WALC were offering a £100 towards this.

Clerk to action: Find costs and implications of transferring.

11. Asset ownership and insurance for new outdoor gym.

This will need adding to the asset list. Safety inspections can be done by Alan Morrell who does the safety inspection of the kid's playground.

12. Brinklow Parish Council Accounts Safety Measures.

We currently have 3 councillors and the clerk on the bank mandate to be able to sign or access the accounts. Any payments to be made are detailed in an email to all councillors prior to the monthly meetings and then produced, along with backup paperwork, at the Parish Council meetings for approval where they are proposed and seconded. This is minuted and initialled by both people, the list of payments to be made electronically is initially by two Councillors and any cheques are signed by two signatories. The electronic payments are made, usually the following day, by the Clerk and a printout of the payments made is attached to the initialled list and filed with the minutes. At the monthly meeting the bank reconciliation is checked off against the bank statements and initialled as a security check by one of the Councillors present. Cards, card readers, PIN's, cheque books and bank statements are all kept secure. These current safety measures were reviewed and it was agreed that no further measures need to be put in place.

13. Statutory policy review and adoption

Eight new policy documents had been circulated. More time was needed to review them. Input from the Cemetery Agent would be needed on the lone working policy. Councillors to provide feedback on the policies before the next meeting so they can be modified and presented to the next meeting for approval.

14. Meeting between Parish Council representatives and Barr Lane medical centre practice manager regarding car parking.

Medical Centre staff had tried parking in Hall Grove or on Broad Street to make more spaces available by the surgery, but there had been complaints from residents. They are hoping to remove the outside shelter structure put in place during Covid to free up four or five spaces. This was not to be scrapped but dismantled in such a way as to be re-usable. It is a complex operation as there is electrical power supplied to it.

15. Speed reporting system for residents.

The next Highways meeting on road safety was on the 19th of February. A trial of the new type of speed gun for the Speed Aware team is needed before purchase.

16. Rental agreement for Brinklow Football Club.

Brinklow Parish Council did not want training or matches every night as the village community wants to use it and the adjacent parking. Our request of a board to be hung on the village hall giving details of matches has still not been complied with. Grass from football boots had been dumped outside the village hall. So far, we have been unable to reach agreement with the football club, who were not present at the meeting. We need agreement before the start of the season.

ACTION J Reid to write to Jonathan Crane of the Football Club.

17. Events committee update.

We are proceeding with the 2024 Scarecrow Festival. It will be on for two days and the car parking will be outsourced at a cost of £2,300. There are several challenges to be faced and we need more volunteers. Ian to send out a sign-up sheet.

18. Response given to planning applications due between

A response had been given to application R23/0667 which is available on the Rugby Borough Council Planning Website.

19. Urgent payment between meetings.

The amount of £2,294 was paid to the grass cutting contractor Leicestershire Gardens. This was delayed at the last meeting until Karen had discussed the payment towards the broken window to be deducted from the invoice value. Emailed approvals were obtained from the councillors to facilitate this payment.

20. To Approve the Accounts for Payment.

Date	Ch No /so	Details	Total Payments	Payment Particulars
08/02/24	EFT	SOLDO	135.38	Soldo card expenses to top up
08/02/24	EFT	J Boonham	176.89	salary
08/02/24	EFT	D Lloyd	411.70	salary

APPROVED Proposed and Seconded by Chairman J Reid and Councillor S Brown.

The Cashbook, Bank reconciliation and bank statements were checked, initialled and balance agreed.

21. Progress Reports for Information.

- **Playing Field:** The post by the Bungalow is to be put back after being displaced. The exercise equipment needs a clean. Cllr Karen Keene volunteered to do this.
- **Brinklow Castle:** Sadly, Rob from the Sunday Lengthsmen Team had passed away. The Lengthsmen attended his funeral. We are now down to three people on Sundays.

22. Correspondence received.

Scaffolding requested on Broad Street. This was agreed.

Hedge cutting requested on Great Balance. This was agreed

23. To confirm the date of the next meeting.

The next meeting will be held on Thursday 14th March 2024 in the Village Hall.

The meeting closed at 8.30 pm

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CHAIRMAN