

BRINKLOW PARISH COUNCIL
Minutes of the Meeting of the Council
Held in the Community Hall on the 14th March 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)
D Lloyd (Clerk & RFO)
7 Members of the public

1. Apologies.

Apologies received and accepted from A Warwick (WCC)

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 8th February 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.

Jeanette Lomas addressed a few items: she asked for the litter pick to be rescheduled due to the bad weather and the ditches being flooded. 20th April was suggested depending on the weather; Rugby in Bloom theme for this year is Paris 2024 Olympics; June 6th is the 80th anniversary for the D-Day landings, some badges will be available to purchase from the Post Office, she asked if a display is needed by the memorial which is being considered; Community gardens are being set up as part of the Social Prescribing Initiative, Pocket park is one area being considered for seating and raised beds for gardening projects, and it will be rolled out over other Revel surgeries. This is being organised by Tracy Barker and Andrea Latham, funding is needed, RBC and Brinklow Quarry have been approached for help, locations and facilities are to be discussed. J Parsons mentioned that the bin in Pocket Park is not being emptied – John Reid will follow this up with RBC.

5. District and County Councillor Reports for Information.

Councillor T Gillias (RBC)

The UK Prosperity Fund is available for small business grants, Tony suggested Jeanette applies for funding for the Social Prescribing Initiative. Contact Helen Nightingale, Rugby BC.

There have been issues and options consultations regarding the Local Plan, four times the number of people responded than they did for the 2019 Local Plan.

Houses in Rugby being used as HMO's (houses of multiple occupation) are causing problems. Policies are to be put into place to regulate and contain this so that permission will be needed after a consultation.

CIL on new properties has been implemented, this money goes back into providing the proper infrastructure to accommodate the additional properties.

The green bin charges have not been increased previously but the scheme is making a £140,000 a year loss therefore the charge has now been increased to £45 per year.

A new policy has been brought in to protect shop fronts.

Avonmill roundabout consultation is on 20th May, Tony has proposed a few ideas.

6. Report by Cemetery Agent.

Jennie read out her report to all present. February and March have been very busy with a burial and a couple of interments of ashes. The family failed to turn up for a third interment due to take place which Jennie is looking into. More plot reservations have been received. It has taken a lot of work and time meeting up with people and preparing paperwork. Thank you to the Lengthsmen again for all of the work they have done making a real difference to the appearance of the cemetery.

7. To Review and Approve the 2024/25 Budget.

The draft budget has been in place for a few months but not signed off due to Councillors commitments and illness. The increases, due to rising costs, will be detailed in the Annual meeting held in May.

**APPROVED Councillor I Currington proposed to accept it
Seconded by Councillor T Heenan, approved by
all councillors.**

8. To Discuss the adoption of a .gov domain and email addresses.

Due to increased pressure for Parish Council business to be dealt with using a .gov domain and email three companies were approached for quotes: Parish Online, Real Point & GreenSponge Media & IT Services (our current provider) It was deemed that our current providers price was very competitive, is a local business located in the village and already maintains the Parish Council website

**APPROVED Chairman J Reid proposed staying with
GreenSponge Seconded by Councillor K Keene**

9. Statutory Policy Review and Adoption.

The following policies, previously distributed to all Councillors for review, to be considered for adoption by the council: Disciplinary & Grievance Procedure, Equality & Diversity, Health & Safety, Lone Working, Risk Assessment & Business Continuity, Social Media, Terms of Reference, Emergency Plan, Risk Management.

**APPROVED Proposed by Chairman J Reid, Seconded by
Councillor S Brown, approved by all Councillors**

10. Update on the Rental Agreement Contract between the Parish Council and Brinklow F C.

Councillor I Currington has liaised with the Football Club and agreed that the current use of the field continues until the end of the year when it will be reviewed as the council are trying to keep some availability for use of the field by others. The Parish Council fully support the football club and having the license in place will help them with outside funding. Spiking of the field to enable drainage was discussed which the football club are looking into and they stated that they are having some signage made to inform the public when games are being played on the field. A representative from the football club asked if the ditch by the spinney could be cleared to help with drainage, members of the football club are prepared to help the parish council with this.

11. To Discuss and Approve payment for transport needed for use by the Lengthsmen.

For 7 years the lengthsmen have had use of a van, paid for and owned by J Reid. A monthly rate for the use of the van was discussed to help cover some of the costs. £56.67 per month, to be claimed quarterly, was suggested as a fair cost and is accounted for in the budget.

**APPROVED Proposed by Councillor S Brown, Seconded by
Councillor K Keene**

12. Update regarding the Annual Internal Audit.

Bill Wooliscroft, the same internal auditor as last year, has been instructed again for this year. The audit is booked for 26th April 2024.

13. An update on the Neighbourhood Plan.

2 Councillors attended a Neighbourhood Plan briefing and we were offered support with our Neighbourhood Plan. We need to update our plan before the draft Local Plan is completed in the Autumn. J Boonham is looking into a grant application to help fund this.

14. An Update on the 2024 Election.

An election is due this year, Councillor S Brown opted to look after the deadlines, paperwork and processes. An updated electoral register is needed for the Councillors to complete their forms.

15. An Update on the Speed Reduction Project.

The next meeting with Warwickshire CC to cost the items is set for 26th March; the white lines are being inspected by WCC so that the changes can be agreed, maintenance items can be separated and the legal position about the yellow lines outside the school clarified; the match funding form has been completed and returned.

16. To Review and Approve a replacement Laptop for the Clerk.

Astley Computers, currently providing cloud storage for the PC, quoted supply of a replacement laptop for £469.00 & separately quoted £240.00 for set up and transfer of data if needed.

**APPROVED Proposed by Chairman J Reid, Seconded by
Councillor T Heenan – to go ahead and order
the laptop and the set up.**

17. To Approve the Accounts for Payment.

Date	Ch No /so	Details	Total Payments	Payment Particulars
14/03/24	EFT	Creative Wood Solutions	200.00	12x reserved plot markers
14/03/24	EFT	T Heenan	23.15	expenses
14/03/24	EFT	WALC	36.00	training
14/03/24	EFT	Godfrey-Payton	180.00	Tump rent - 6 months
14/03/24	EFT	SSE energy	451.48	electricity for streetlighting 1 Dec - 31 Jan
14/03/24	EFT	Warwickshire County Council	241.56	streetlight maintenance
14/03/24	EFT	PAYE	544.87	PAYE
14/03/24	EFT	J Boonham	177.09	salary
14/03/24	EFT	D Lloyd	447.66	salary and expenses
14/03/24	EFT	Redshoes	63.00	payroll services
14/03/24	EFT	Soldo	149.02	soldo card expenses to top up
14/03/24	EFT	J Reid	110.44	expenses

**APPROVED Proposed by Councillor K Keene, Seconded
by Councillor S Brown**

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

18. Progress Reports for Information.

- **Brinklow Castle:** Currently the Tump is very wet, it has been cut back but is too wet to burn.
- **Playing Field:** There are the same issues as the Tump with the wet weather. New benches to be considered. Councillor I Currington suggested sponsors could be asked for from local businesses or residents wanting a bench with a plaque. The suggestion to be put into Round the Revel and onto Facebook to see if there is any interest.

19. Correspondence received.

The PCSO Tony Winter is holding a workshop in the village hall on Monday 18th March for any residents to attend and ask questions.

20. To confirm the date of the next meeting.

The next meeting will be held on Thursday 11th April 2024 in the Village Hall.

The meeting closed at 8.35 pm

CHAIRMAN