

Burton Green Parish Council

Clerk to the Council: Paul Knight
Correspondence address: 7 Othello Close, Bilton, Rugby, CV22 6LX
Telephone: 07481 636773
Email: burtongreen@hotmail.co.uk Website: burtongreenparishcouncil.org

10th July 2019

Dear Councillor

You are hereby summoned to attend the meeting of Burton Green Parish Council at Burton Green Village Hall on Monday 15th July 2019 at 7.30pm. If you are unable to attend, please forward your apologies to either myself or the Chairman.



Paul Knight
Clerk to Burton Green Parish Council

Members of the public and press are welcome to attend

AGENDA

1. **Apologies:** To receive apologies and approve reasons for absence
2. **Declarations of Interest:**
 - 2.1 Councillors are reminded of the need to register their interests
 - 2.2 To declare any interests in items on the agenda and their nature
 - 2.3 To receive and consider written requests for new DPI (disclosable pecuniary interests) dispensations on items relating to the Agenda.
3. **Minutes of previous meeting:**

To approve the minutes of the Council meeting held on 17th June 2019
4. **Community Reports:** To receive reports, and agree any action, from:
 - 4.1 County Councillor – Kenilworth Abbey and Arden– Cllr Cooke
 - 4.2 District Councillors – Kenilworth Abbey and Arden– Cllrs Illingworth and Hales
 - 4.3 Burton Green C of E Primary School – Cllr Watkin
 - 4.4 Burton Green Village Hall Committee – Cllr Deeley
 - 4.5 Burton Green Residents' Association – Cllr Gibbs
 - 4.6 Kenilworth Greenway Trust – Cllr Paine
 - 4.7 Warwick University – Cllr Grant
5. **Public participation:** To adjourn to allow public participation.

Residents are invited to give their views and raise questions to the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself and the Parish Council cannot pass a resolution on matters raised during public participation. Upon restoration of standing order the Parish Council may discuss and agree actions to be taken on any matters raised.
6. **HS2:** to discuss and agree any matters relating to HS2.
 - 6.1 Kenilworth & Southam HS2 Implementation Forum - 5 July 2019.
 - 6.2 A general update on HS2 matters from LM representatives working on behalf of HS2.

7. **Housing:** to discuss and consider matters relating to the Parish Council's approach to housing.
8. **Burton Green Village and Neighbourhood Design Statement:** to discuss and consider matters relating to the work of the Burton Green Village and Neighbourhood Design Statement Steering Group.
9. **VE day 2020 celebrations:** to consider the role of the parish council in the celebrations.
10. **Finance:**
 10.1 To receive and note a report on the attached quarterly reconciliation and analysis of accounts.
 10.2 To consider and approve accounts for payment.

Creditor	Purpose	Total (£)
Paul Knight	July Salary	383.67
Paul Knight	Refund of HMRC contribution for July	95.80
WCC Pension Fund	Pension July - employers contribution	121.53
WCC Pension Fund	Pension July - employees contribution	27.85
WALC	Councillor Guides x 2	10.00
Paul Knight	June/July - office costs and expenses	94.89

10.3 To consider and agree how the Residents' Association can spend their funding award of £1275.

11. **Communications:** to receive and discuss communications received not mentioned on other parts of the agenda and comment/action if appropriate.
 12.1 The provision of new litter bin by the district council adjacent to Hickorys on Cromwell Lane.
12. **Councillor's reports and items for future Agenda:** Councillors are requested to use this opportunity to report minor matters of information or action, 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.
13. **Planning:** To consider and ratify responses to planning matters including those responded to using delegated powers:

Ref	Address	Details of Application	Response
W/19/1073	39 Red Lane, Burton Green, Kenilworth, CV8 1NZ	Demolition of existing conservatory to accommodate single storey extension	
	179 – 251 Cromwell Lane	Extension of hedgerow – see communication circulated by Cllr Deeley	

14. **Date of Next Meeting:** 16th September 2019, 7.30pm at Burton Green Village Hall.

ENDS

Councillors are reminded of their legal duty to consider all aspects of equal opportunities, crime prevention, unlawful discrimination, biodiversity of the natural habitat and other practices when making decisions at the meeting.

BURTON GREEN PARISH COUNCIL BUDGET ANALYSIS 2018/19

Budget Variance 2019/20

	FY15/16	FY16/17	FY17/18	FY18/19	FY19/20	FY19/20	FY19/20	FY19/20
	Actual to	Actual to	Actual to	Actuals	Actual to	Actual to	Actual to	Actual to
	31/03/16	31/03/17	31/03/18	31/03/19	30/06/19	30/09/19	31/12/19	31/03/20
£ PAYMENTS								
Advertising	300.00	160.00	170.00	-	0.00	-	-	-
Audit expenses	1,605.60	-	-	-	300.00	-	-	-
Capital (equipment purchase)	4,021.77	2,642.83	3,348.91	-	2,000.00	-	-	-
Clerks salary	845.85	1,847.88	2,232.40	-	4,250.00	890.11	-	-
Clerk tax deeds to HMRC	-	2,643.53	1,671.44	-	1,600.00	593.20	-	-
Clerks superannuation (emp conts)	247.00	272.00	268.00	-	300.00	463.06	-	-
Clerk - office allow and internet	450.00	-	-	-	300.00	67.00	-	-
Election fees	679.40	999.40	5,877.40	-	1,000.00	1,275.00	-	-
Grants (s137)	115.50	165.00	238.25	-	300.00	66.00	-	-
Hire of rooms for meetings	4,626.00	20.00	-	-	0.00	-	-	-
HS2	317.12	327.59	329.09	-	350.00	308.37	-	-
Insurance	35.00	-	-	-	0.00	-	-	-
Legal/professional fees	-	-	2,308.50	-	0.00	675.83	-	-
Neighbourhood Plan	341.66	288.38	114.27	-	300.00	68.60	-	-
Office costs	84.00	70.00	80.00	-	100.00	85.00	-	-
Play Area - Red Lane	-	1,751.00	791.50	-	1,200.00	250.00	-	-
Postage/Telephone	-	-	-	-	25.00	-	-	-
Publications	12.00	-	45.00	-	50.00	-	-	-
Subscriptions	356.00	323.00	307.86	-	400.00	381.00	-	-
Training	1,395.79	363.22	310.00	-	200.00	-	-	-
Travel expenses (Cllrs)	245.13	175.72	92.00	-	200.00	-	-	-
Travel expenses (Clerk)	672.30	522.45	497.25	-	250.00	45.00	-	-
Unforeseen exp/misc	25.10	50.43	200.00	-	2,000.00	200.00	-	-
VAT	-	248.87	809.70	-	1,300.00	159.99	-	-
Website	35.86	434.79	562.67	-	200.00	-	-	-
Total	16,411.08	13,306.09	20,254.24	-	17,645.00	5,528.16	-	-
£ RECEIPTS								
Bank interest	15.03	15.02	15.03	-	20.00	3.75	-	-
Precept	22,899.00	18,788.00	18,451.00	-	14,365.00	7,182.50	-	-
Council Tax grant	517.00	642.00	518.00	-	-	-	-	-
VAT refund	136.99	-	1,386.70	-	1,300.00	-	-	-
Neighbourhood Plan grant	-	-	3,600.00	-	-	-	-	-
Transparency Code Grant	-	-	2,116.93	-	-	-	-	-
Michael Byng HS2 Report	-	-	1,000.00	-	-	-	-	-
Other	164.27	51.00	69.35	-	-	-	-	-
Total	23,732.29	19,496.02	27,157.01	-	15,685.00	7,186.25	-	-

BURTON GREEN PARISH COUNCIL RECONCILIATION

Receipts and payments reconciliation as at 30.6.19

Balance brought forward	58,022.98
plus receipts	7,186.25
minus payments	5,528.16
Total	59,681.07

Bank reconciliation

Lloyds Business Bank Account - 43619360 June 2018	30,067.89
Lloyds Treasurer Account - 43618960 as at June 2018	31,471.18
Cash	-
Total	<u>61,539.07</u>

less unpresented cheques

BHIB	624	308.37
BGRA	622	1275.00
Leics Gard	614	100.00
WCC	618	142.07
WCC	619	32.56
	1858.00	

59,681.07