

Burton Green Parish Council

MINUTES

of the Ordinary meeting held at the pavilion at the Westwood Heath Allotments,
Westwood Heath Road, Burton Green on **Monday 17th July 2022** at 7:30pm

Present: **Parish Councillors:** Councillors Grant, Deeley, Gibbs, Paine, Taylor and Watkin.
County and District Cllrs: Cllr Illingworth (WDC)
Clerk: Helen du Bois
Public Attendees: Three

Min No.	
1.	Apologies The Clerk had received apologies from Cllrs Hatton and Marshall which were accepted. Cllr Cook and Cllr Hales sent their apologies.
2.	A welcome from the Chairman of the Westwood Heath Allotments Association Mr Alan Deeley welcomed the Parish Council to the Westwood Heath Allotments and gave a brief overview of the history of the allotments and the Allotments Association's plans for the future.
3.	Declaration of Interests None.
4.	Minutes of previous meeting: to approve the minutes of the meeting held on 20th June 2022 The minutes were approved and signed without amendment.
5.	Matters arising Item 4(10): WDC have informed the Council that they will not install a public waste bin at Burrow Hill Park as the land is still under the developer's control. The Clerk has enquired if the situation will be different once the land transfer has completed. OUTSTANDING ACTIONS: <ul style="list-style-type: none">• Item 4(7.2) ONGOING: the quote for the petanque pitch has not yet been received by the Village Hall Committee. Cllr Deeley to forward to the Clerk once provided.• Item 10.1: The Clerk to provide a quote for signage at Burrow Hill Park• Item 12: The Clerk to provide further information about installing a height barrier at Burrow Hill Park• Item 13: The Clerk to contact Heartsafe for more information about installing a defibrillator on Red Lane.• Item 13: The Clerk to contact WCC to ask if we can use the post and mains supply to the redundant speed indicator display on Red Lane for a defibrillator.
-	At this stage of the meeting, Cllr Grant proposed a motion to defer all agenda items that were not time critical until the next Council meeting on 19 th September 2022, due to the extreme high temperature. This motion was seconded and all voted in favour.

Burton Green Parish Council

6.	Community reports																														
6.1	County Councillor – Lapworth and West Kenilworth: Cllr Cooke Cllr Cooke's report was circulated prior to the meeting, see Appendix A.																														
6.2	District Councillors – Kenilworth Abbey and Arden: Cllr Illingworth and Cllr Hales Cllr Hales' report was circulated prior to the meeting, see Appendix A. Cllr Illingworth had provided a link to the WDC Cabinet Report: Masterplanning Framework for land to the north & east of Kenilworth/South of Coventry . He explained that WDC will be arranging a meeting for those Parish Councils interested in the report and he has asked that Burton Green be included.																														
6.3	Community Summary Reports Burton Green Residents Association: Mrs R. Taylor gave an update - The delayed Platinum Jubilee circus event was held recently and was a great success. The space at Burrow Hill Park will work well for the community. The poor state of the grass at Burrow Hill Park was discussed - it has not been mown by Cala Homes' grounds maintenance contractors since the Platinum Jubilee week. Cllr Deeley has contacted Cala Homes about this several times and will continue to challenge. Warwick University: Cllr Grant gave an update - <ul style="list-style-type: none"> It has been graduation this week, some 20,000 students have graduated. The roads through the University will be very busy during the Commonwealth Games. Burton Green Village Hall: Cllr Deeley gave an update - <ul style="list-style-type: none"> The new build is progressing to plan. The Architect has not yet received the quote for the petanque pitch. 																														
7.	Public participation Two members of the public asked if there was any update about the proposed A46 strategic link road. Cllr Paine raised an enquiry from a resident about a perceived increased in air traffic over Burton Green. Cllr Illingworth confirmed that Birmingham Airport was currently operating at 80% of the number of flights pre-Covid and advised the resident to contact Birmingham Airport for further information.																														
8.	Finance																														
7.1	To receive the Finance Report and approve the invoices for payment The Clerk presented the Financial Report (see Appendix B) It was resolved to pay the invoices shown:																														
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Burton Green Parish Council

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8	BG Village Hall	Room Rental 2020-2022	£205.50	Local Government Act 1972, s111 (1)
9	Leicestershire Gardens	Grounds Maintenance (June 22)	£270.00	Local Spaces Act 1906, s14
		Total	£1647.00	

The following invoices were approved for payment on 15/8/22:

	PAYEE	DESCRIPTION	AMOUNT	STATUTORY PROVISION
1	Select Payroll Solutions	Payroll (July 22)	£12.00	Local Government Act 1972, s112 (2)
2	H DU BOIS	July 22 salary	£522.27	Local Government Act 1972, s112 (2)
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		Total	£742.81	

ACTIONS:

- **The Clerk** to set up approved payments.

8.2 To note the Q1 2022-23 Bank Reconciliation

This was noted. See Appendix C

9. Documents & Policies for review:

- **Financial Regulations**
- **Risk Assessment**
- **Internal Controls Checklist**

These were signed without amendment.

ITEMS 10-17 WERE DEFERRED UNTIL THE NEXT MEETING.

18. Councillor's reports and items for future agenda

The Clerk gave a brief update on Burrow Hill Park.
Cllr Paine gave a brief update on the Westwood Park development.

19. Date of next meeting

The next meeting will be on Monday 19th September 2022, 7:30pm in the village hall on Hodgetts Lane.

19. Close

The meeting closed at 8:32pm.

Date: _____

Signed: _____

Cllr Grant, Chairman

Burton Green Parish Council

APPENDIX A

REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Warwickshire County Council: CLLR COOKE

Have your say on Warwickshire's Plans for Walking and Cycling

Warwickshire County Council is encouraging all residents to complete a consultation survey to find out what people think about plans for improving infrastructure for walking and cycling.

The proposed improvement plans cover walking and cycling for both transport and recreation. Residents will also have the opportunity to feedback on the draft version of the Warwickshire Local Cycling and Walking Infrastructure Plan (LCWIP).

This important consultation is an opportunity for people who live, work, study and travel in Warwickshire to comment on various aspects of the draft plan, and help to refine and prioritise outline proposals for Warwickshire's walking and cycling schemes of the future.

Complete the consultation survey today. <https://ask.warwickshire.gov.uk/insights-service/lcwip/>

Speech and Language webinar to provide support for families in Warwickshire

The latest Special Educational Needs and/or Disability (SEND) webinar to be hosted by Warwickshire County Council in partnership with Warwickshire Parent Carer Voice will offer an opportunity for parents and carers to understand more about available support if their child has a Speech, Language and Communication Need (SLCN). It will also provide an opportunity to feedback on the current provision and share suggestions on how this could be improved.

There can be many reasons why a young person may have a SLCN. It may be due to physical difficulties such as a cleft palate or a hearing impairment, or it could be linked to other developmental conditions such as Autism, for example. In some cases, there is no obvious cause.

The webinar will take place **on Tuesday 19 July**, 1pm - 2pm and will be recorded for those unable to attend on the day. Parents and carers can [register to attend the webinar here](#).

Campaign launched to support families with advice on the development of children aged 0 – 5

The [new campaign website](#) and suite of animation videos covers advice on topics including sleeping advice, healthy habits, mental health, child safety, starting school and support services to name just a few.

Learning starts right from birth. That's why it's important for families to create a healthy learning environment for a child to grow and develop. Families are empowered with WCC's new campaign to take steps to lay this foundation so a child can achieve in later years.

Whatever a child learns during the first years of their life will have a lasting effect on them.

Because these first several years have such a big impact, parents should lay a solid foundation full of love, support, and happiness which is crucial for a child's future life and relationships.

Whether it's teaching a little one how to start washing themselves to keep clean or learning safety tips to prevent accidents in the home, there are lots of steps every family can take.

[Warwickshire's Family Information Service](#) is available to help too. Providing advice and support online, over the phone or face-to-face on topics including family relationships, finance, housing, parenting support, Special Educational Needs and Disabilities, childcare, health and wellbeing and more.

Warwickshire Fire and Rescue Service Consultation

Chief Fire Officer Ben Brook today launched a public consultation on the draft Warwickshire Fire and Rescue Service (WFRS) Prevention, Protection and Response Strategy, asking people to take part and help influence the way the Service will work over the next five years.

WFRS has 17 fire stations across the 764 square miles of Warwickshire and employs around 450 staff. Its work in 2020/21 included attending around 3,500 incidents, taking steps to protect over 1,000 buildings and carrying out 1,500 hospital-to-home collections for the county's most vulnerable residents.

Burton Green Parish Council

The consultation comes against a backdrop of considerable social change and with a need to adapt to new and merging risks. Emergency response is now a smaller proportion of the work done by WFRS, who instead have an increased emphasis on prevention, protection and community support.

Responses to the consultation will be used to inform the final strategy that will set out the future direction of WFRS. The consultation runs from 4th July is at: <http://ask.warwickshire.gov.uk>

Warwickshire County Council outlines support and services available from Shire Hall

Warwickshire County Council's Shire Hall Meet and Greet team would like to remind visitors about the support they can provide and signpost to.

Shire Hall Meet and Greet can offer support with:

- WCC Library services: Including printing & photocopying, accessing computers, and providing general local information.
- Taking post for Warwickshire County Council departments: For example, Blue Badge and concessionary travel applications.
- Signposting to online information and contact numbers: For WCC and Warwick District Council services and other local services.
- Assisting with Concessionary Travel Applications: Appointments must be pre-arranged.
- Greeting people for their registrar appointment.
- Providing WCC-issued documents for public collection.
- In addition, Warwick Library and Warwick Post Office are also based on the ground floor of Shire Hall.

A full list of services is provided here: <https://bit.ly/shire-hall-services>

Shire Hall is open Monday to Thursday: 8:00am to 5:30pm and Friday: 8:00am to 5:00pm.

Funding awarded to community groups tackling loneliness

58 groups and individuals have received a total of £47,000 in grant funding, as part of a project which aims to reduce loneliness and social isolation throughout the county.

Around 40,000 people in Warwickshire are currently living with chronic loneliness. The Covid-19 pandemic had a profound impact on the nation's mental health, with successive lockdowns damaging social connections, jobs and finances. In addition, it disrupted people's ability to engage in their usual coping mechanisms and made them feel more isolated from friends and family.

This funding was made available as part of the Improving Mental Wellbeing in Warwickshire project, and residents were invited to apply for small amounts of money to help develop local initiatives that will help those who are lonely and socially isolated. The successful projects are based throughout the whole of the county, with all five districts and boroughs receiving a share of the funding. Individuals and unincorporated groups could apply for up to £500 of funding, while incorporated groups could apply for up to £1000.

Visit the County Council's [loneliness and social isolation webpages](#) for support and further resources.

WCC is looking to hear the views of children and young to help shape a child friendly County

The council has just launched Dialogue, a new online discussion platform, and Child Friendly Warwickshire is the first initiative to use the tool to engage with young people, their families and schools.

In 2021, Child Friendly Warwickshire engaged with more than 1,800 young people to develop the five guiding principles. These are for all children and young people to be heard, healthy, safe, skilled and happy.

A year on, 80 businesses and organisations have signed up to represent and be a friend of Child Friendly Warwickshire, a youth conference has been organised and hundreds of children and

Burton Green Parish Council

young people took part in the young green shoots climate change competition... there is still much to do.

Dialogue provides a safe space to form constructive ideas and make comments on some of the areas and issues the county council is thinking about. The Child Friendly Warwickshire Dialogue expands on feedback from the previous survey, asking for more of what the county council can do to make Warwickshire as child friendly as possible, linking to the five guiding principles. To register, or read through the discussions, and take part visit: warwickshire.gov.uk/childfriendlydialogue.

Anyone under 16 will need to get consent from a parent, carer, guardian teacher or trusted adult to register.

Warwick District Council: CLLR HALES

We are working hard as a council ensuring everyone is aware of the new waste mgmt. service which starts on 1st August.

I have also announced that we have used some reserves and government funding totalling around £430,000 to launch a discretionary energy rebate scheme aimed at residents in Council Tax Bands E-H who receive a Local Council Tax Reduction, a Disabled person reduction, a Severely Mentally Impaired disregard or a Council Tax Carers disregard will receive a one off payment of £150 & all residents in Council Tax Bands A-H who get council tax reduction will receive a £50 top up to the earlier payment they received of £150.

By introducing this scheme I am trying to help our residents who are the most vulnerable and were missed off the earlier government scheme which was aimed at residents A-D, but not in other bands. If you pay by direct debit this will be put into your accounts by 12th September.

Burton Green Parish Council

APPENDIX B

This report was presented by the Clerk to the Council on **18th July 2022**.

Balance of Unity Trust Current Account T1 as of 12/07/22: **£26,540.01**
Expected balance of Unity Trust Current Account T1 account after payments: **£24,150.20**

Virements since 14/6/22:

	FROM	TO	AMOUNT	PURPOSE
1	Lloyds Business Bank Instant	Unity Current Account T1	£12,000	CIL spending: stained glass

Payments out since 14/6/22:

	DATE	PAYEE	DESCRIPTION	TYPE	AMOUNT
1	30/6/22	Unity Bank	Banking Fees	DD	£18.00
2	8/7/22	Burton Green Village Hall Committee	CIL Grant: stained glass	BACS	£12,000.00
				Total	£12,018.00

Invoices to be approved on 18/7/22:

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Burton Green Parish Council

2022/23 Expenditure vs Budget

	2022-23	
	Budget	To date
£ PAYMENTS		
Advertising	£0.00	£0.00
Audit expenses	£420.00	£130.00
Banking charge	£72.00	£18.00
Capital (equipment purchase)	£0.00	£0.00
Clerk - office allow and internet	£372.00	£122.02
Clerk tax deductions to HMRC	£1,152.00	£432.80
Clerks salary	£6,804.00	£3,466.69
Office costs	£147.32	£269.93
Payroll costs	£110.00	£60.00
Pension costs (employer & employee)	£1,980.00	£1,099.87
Postage/Telephone	£30.00	£0.00
Election fees	£0.00	£0.00
Grants (s137)	£3,800.00	£0.00
Grounds Maintenance	£3,000.00	£570.00
Hire of rooms for meetings	£280.00	£205.50
HS2	£0.00	£0.00
Insurance	£430.00	£308.37
Legal/professional fees	£0.00	£0.00
Neighbourhood Plan	£0.00	£108.66
Publications	£115.00	£0.00
Red Lane play area inspection/repairs	£1,500.00	£0.00
Speed Reduction Measures	£0.00	£0.00
Subscriptions	£694.90	£429.00
Training	£200.00	£32.44
Travel expenses (Clerk)	£150.00	£48.60
Travel expenses (Cllrs)	£0.00	£0.00
Unforeseen exp/misc.	£200.00	£43.80
VAT	£1,000.00	£353.42
CIL spending	£0.00	£13,250.00
Website	£200.00	£0.00
TOTAL EXPENDITURE	£22,657.22	£20,949.10
£ RECEIPTS		
Bank interest	£5.00	£34.88
Precept	£19,350.00	£9,675.00
VAT refund	£650.00	£0.00
Community Infrastructure Levy	£0.00	£7,500.00
Grants	£10,000.00	£0.00
CALA transfer	£15.00	£0.00
Miscellaneous	£0.00	£0.00
TOTAL INCOME	£30,015.00	£17,209.88

