

WIXFORD PARISH COUNCIL

A member of the Warwickshire and West Midlands Association of Local Councils

MINUTES OF ORDINARY PARISH MEETING Held at Exhall Village Hall, on Tuesday 9th January 2024

Present:	Cllrs Haworth, Hales, Morris, Parker, Fryer.
Parish Clerk/RFO	Carolyn Ashford
Members of the Public:	2 (two)
District & County Councillors	Cllr Stanley

Meeting commenced 7.30pm

193	Apologies for absence. Cllr Daniell (unavailable away)
194	Disclosure of Interests. Councillors are asked to declare personal interests in any items on the agenda. Councillors are reminded that the Code of Conduct that takes effect from May 2018 provides that should they have a prejudicial interest in any matter under discussion they should withdraw from the room and not seek to influence a decision about the matter No disclosures from any councillors.
195	Reports from District & County Councillors To receive reports from District Councillor Lauren Stanely, and County Councillor Piers Daniell. <ul style="list-style-type: none">• Cllr Daniell sent his usual Alcester weekly report. Also advised still no update as to the safety survey for Wixford Bridge. Will advise when information available• Cllr Stanley presented her report• Both reports attached to minutes and uploaded to website.
196	Open Forum – The meeting and standing orders are now adjourned. Chairman adjourned Standing Orders and declared open forum @ 7.35pm) <i>(This session at the Chair's discretion may last up to 15 minutes overall, 3 minutes per speaker). This is not a formal part of the meeting of the Council and no decisions will be made. It may be regarded as a forum for open discussion after which, members of the public will not have any further opportunities to speak. Limited minutes may be recorded if there is a need for such to form a matter for inclusion on a future agenda.</i> To conclude Open Forum, the Chair will move to close the adjournment and conclude the suspension of Standing Orders. Open forum closed @ 7.36pm
197	To approve Clerks' Minutes of the Ordinary Parish Meeting, Annual Parish Meeting and Annual Parish Assembly held on 6th November 2023 Proposed: Cllr Haworth, Seconded Cllr Morris, all present in agreement. Chairman duly signed the minutes.
198	Village Issues – To note updates relating to <ul style="list-style-type: none">• Speeding in Village / ANPR [Cllr Haworth/Cllr Morris] ONGOING -

- Cllr Haworth Still unable to obtain the data from the speed visor machine - Cllr Haworth will continue to investigate alternatives and using alternative Android phone may now be able to download - will be a missing chunk ' approx 6 months' of data.
 - Cllr Morris - presented latest proforma for the purchase of a dual-lane bi-directional Safe-Speed radar unit - £10,183.20 (including VAT of £1,690). Councillors to purchase unit as described and require a pre-installation feasibility site visit from the supplier prior to any payments being made.
 - Councillors decision is to proceed with this. Talks with the Police regarding speed cameras was disappointing, however, it is considered that the Council is confident it will detract from people speeding within the village, and hope that at a later date the Police may be in a position to utilise the data provided in dealing with both persistent and those driving at excessive speeds.
 - Data will continue to be analysed to gauge the effectiveness of the unit.
 - Installation costs are an additional approx £1440 (including VAT of £240), which will be confirmed following the requested pre-installation feasibility site visit.
 - Proposed Cllr Haworth, Seconded Cllr Fryer, all present in agreement.
 - Clerk note; No money to be paid over until confirmation of the feasibility site to confirm installation cost.
 - Supplier to be approached with a view to negotiating a 50% deposit, with balance prior to installation, as PF terms show 100% payment required up front.
- Wixford Bridge [Cllr Daniell] **ONGOING**
 - Cllr Daniell unavailable - however, advised by email that currently no update regarding the safety survey on the bridge. Will advise when date of visit is known.
 - Councillors discussed and will formally advise Cllr Daniell and WCC that they are very disappointed in the time being taken to get this review in place.
 - Councillors consider the bridge is currently very unsafe, still very dangerous to both cyclists, pedestrians and road users.
- Dog Bin Location **ONGOING**
 - Cllr Haworth, spoken to the landowner regarding the potential siting of a dog bin on their land (in an area used by a significant number of dog walkers) Cllr will provide clerk with what3words location marker. Clerk to then contact SDC to confirm the chosen location is suitable and safe for emptying access.
 - Clerk to contact SDC once location is confirmed.
- Village Hall update [Cllr Parker] **RESOLVED**
 - Cllr Parker updated the Parish Council. Build is going well - slightly behind schedule by a couple of weeks. 1st/2nd fix on target for late Jan/early Feb. Anticipated completion end April/early May. Councillors commented that it is hoped the Annual Meetings can hopefully be held in the new Village Hall.
- Parish Website update.(access and uploads) [Cllr Haworth] **RESOLVED**
 - Clerk reported that the new website provider trial website is now operational (not yet live) and all councillors have been provided with a copy to view. It was agreed that Website is being transferred to the new provider Hugo Fox. Clerk to co-ordinate and launch.

- Village Hall Coronation Stone [Cllr Parker] **RESOLVED**
 - A copy of the invoice from Simply Stone (the stonemasons) was presented to the clerk. The Village Hall will be asked to send an invoice from them directly to the Parish Council in order that the Village Hall can be reimbursed as they have already made a direct payment to the company. Clerk to pay on receipt of WVH invoice.

- Issues with drainage and sewers backing up [email from C Smith circulated]. [all]
 - Councillors discussed the issue of both drainage and sewers backing up, particularly from Wixford back towards Exhall (as indicated in the email circulated. It was noted that Severn Trent are currently using tankers to manually empty the Wixford tank (often on a 24 hour basis - particularly with the recent heavy rain getting into the sewer system).
 - Concern was raised regarding raw sewage on the Exhall road, being driven through, and being therefore carried on car wheels back to houses, and into homes.
 - Further concern regarding the raw sewage getting into Hay Brook.
 - Clerk asked to contact Cllr Daniell, WCC, Environmental Agency to flag up issue and query what action is being taken.
 - It was reported by a local resident that there may be evidence that there is a damaged part in the pumping station which sends the sewage towards Broom which has not yet been repaired. Clerk to highlight this in communication with all parties.

- Warwickshire Fire & Rescue - **RESOLVED**
 - Parish meeting 21st February @ Salford Priors Memorial Hall - Cllr Stanley extended an invitation to councillors to attend, Cllr Haworth indicated he would be present.

- Phone Box update [Cllr Morris, Cllr Parker] **HELD PENDING FUTURE REVISIT**
 - Councillors agreed to defer this project until 2025 in view of the expenditure on the ANPR Camera - however it will be revisited - Cllr Parker will approach the company holding the deposit and see if they are in agreement to refund us.

- Budget & Precept for 2024/2025 **RESOLVED**
 - A discussion took place regarding the requirements for funding and spending for the 24-25 financial year.
 - A Draft Budget will now be distributed by the Clerk to all Councillors, however, the Precept submission falls outside of next meeting - It was therefore discussed and subsequently proposed to request a 24-25 Precept figure of £8,000 (eight thousand pounds) Proposed Cllr Morris, Seconded Cllr Haworth, all present in agreement. Clerk instructed to submit request to SDC,

199	Finance																
a	<p>To receive Financial Report and approve Bank Account Reconciliation to 31.12.2023 showing payments made last month.</p> <table border="1"> <tr> <td>Statement Opening balance @ 31/10/2023</td> <td>£ 23,534.09</td> </tr> <tr> <td>Less expenditure as detailed below</td> <td>220.00</td> </tr> <tr> <td>Money Received - Stratford DC 2nd precept payment</td> <td>3,750.00</td> </tr> <tr> <td>Statement Closing balance @ 31/12/2023</td> <td>£ 27,064.09</td> </tr> </table> <p>Clerk presented an up-to-date bank statement to agree to the closing balance. Duly initialled by Cllr Haworth in confirmation of balance agreed.</p> <table border="1"> <tr> <td>Exhall Village Hall (3 x meeting hire)</td> <td>60.00</td> </tr> <tr> <td>DM Payroll Services (½ yearly invoice)</td> <td>60.00</td> </tr> <tr> <td>Stratford DC (May 23 election fee)</td> <td>100.00</td> </tr> <tr> <td>TOTAL Expenditure</td> <td>£ 220.00</td> </tr> </table>	Statement Opening balance @ 31/10/2023	£ 23,534.09	Less expenditure as detailed below	220.00	Money Received - Stratford DC 2nd precept payment	3,750.00	Statement Closing balance @ 31/12/2023	£ 27,064.09	Exhall Village Hall (3 x meeting hire)	60.00	DM Payroll Services (½ yearly invoice)	60.00	Stratford DC (May 23 election fee)	100.00	TOTAL Expenditure	£ 220.00
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b.	<p>To consider Payments to be made as follows.:</p> <table border="1"> <tr> <td>● Clerk Backdated salary June 22-March 24</td> <td></td> </tr> <tr> <td>● HMRC PAYE payment</td> <td></td> </tr> <tr> <td>● Wixford Village Hall (Coronation Stone)</td> <td>£ 1,110.00</td> </tr> <tr> <td>TOTAL Payments to be made</td> <td>£ 5,044.06</td> </tr> <tr> <td>Available funds after considerations</td> <td>£22,020.03</td> </tr> </table> <ul style="list-style-type: none"> ● Proposed Cllr Haworth, Seconded Cllr Morris, all in agreement - Clerk instructed to make online payments as necessary. 	● Clerk Backdated salary June 22-March 24		● HMRC PAYE payment		● Wixford Village Hall (Coronation Stone)	£ 1,110.00	TOTAL Payments to be made	£ 5,044.06	Available funds after considerations	£22,020.03						
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200	<p>Planning – to note and consider response where appropriate.</p> <ul style="list-style-type: none"> ● 23/03311/FUL – Fish Inn Wixford, Demolition of existing porch and steps, to be replaced with a new accessible porch and entranceway, to include ramp and handrails. SUPPORT - Proposed Cllr Haworth, Seconded Cllr Fryer, all present in agreement. Clerk to post to eplanning portal. <p>Planning – to note any decisions notified from SDC.</p> <ul style="list-style-type: none"> ● 23/02766/FUL – Finches Barn, Wixford, Erection of new Holiday Let. Permission GRANTED with conditions. 																
201	To note any correspondence received. – NONE																
202	<p>A. Chairman's Report. Nothing to report.</p> <p>B. Clerks Report.</p> <p>a. Ask councillors to consider moving £10,000 from Lloyds Bank current account to a 32 day interest bearing deposit account in order to earn interest on surplus funds. Currently offering 2.6% gross interest. Money can be drawn out with 32 days notice at any time.</p> <p>Proposed by Cllr Haworth, Seconded Cllr Parker, all in agreement. Clerk instructed to open account and move money over.</p>																

203	To note items for inclusion on next Agenda Cllr Fryer - resident raised question regarding availability of allotments within the parish. Cllrs to investigate and bring information to the next meeting.
204	Next meeting date – Tuesday 11th March 2024 – Exhall Village Hall @ 7.30pm

Meeting closed 8.35 pm