#  Minutes of Meeting of Wixford Parish Council

## Tuesday 14th July 2020 at 7.30pm

## MINUTE: 335

**Note:** **This meeting was held virtually via Zoom due to Government restrictions during the Coid19 crisis, and in accordance with Government regulations which came into force on 4th April 2020.**

## Present: Cllrs Jon Haworth (in the chair), Jack Fryer, Dean Morris and Andrew Reekes.

##  Cllr Mark Cargill, County and District Representative.

##  Clerk: Lynne Reekes.

## No members of the public attended.

**1. Apologies:** there were none, although Cllr Colin Hales was not in attendance due to difficulties joining the meeting by telephone.

**2. 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.*

**There were none.**

.

**3. Report from District and County Council Representative:**

Cllr. Cargill’s reported that there is much going on at present at SDC primarily aimed at reviving the economy - an evolving picture for businesses. He referred to his recent briefing note (sent on 10th July and circulated to the Councillors - copy attached) concerning proposals for developing a closer relationship with Warwiick, and asked for questions, which were as follows (raised by Cllr Fryer):

* **Do other Councils wish to merge with Warwick? :**Other Councils have shown interest in merging with Warwick, which could result in a “mega” Authority.
* **Is the driver towards merger SDC or Warwick?:** it is a good time for SDC to discuss a proposed merger, but both Councils currently have vacancies in Senior Management, which could easily be filled by one person acting for both Authorities jointly. SDC decided to preempt the White Paper due to be announced in the Autumn, and yesterday unanimously voted to work more closely with Warwick, with the aim of not getting swallowed up in the new, larger Authority, should merger take place.
* **Is there any chance of the second carriageway of the A46 being resurfaced with a “quiet” surface**.Cllr Cargill will check the Highways England website **and confirm**.It was also pointed out that the road through Wixford has still not been properly resurfaced following the sub standard work last carried out. Cllr Cargll confirmed that Alan Caldwell-Jones is aware.

Cllr Cargill then left the meeting.

**4. Comments from the Public :**

 There were none.

**5. Minutes** of the Parish Council Meeting held on Tuesday 12th May 2020:

 **Approved** as a true and and accurate record and signed by the Chairman

 accordingly. The Chairman showed the signed Minutes on screen to all present.

**6.** **Matters arising (from Minutes of the previous meeting)**

**(i)** Village Speeding/Traffic Volume

Cllr Haworth reported that the number of vehicles has increased since May, but is nothing like pre Covid numbers.There are still some ridiculous speeds at all times of day. 85% of vehicles are doing 37/38mph and upwards.

**It was agreed** thatwe should leave it a couple more months before taking further action to get past the exceptional Covid conditions. **Cllr Fryer**’s police contact has left the force, but he will make further enquiries as to who best to contact with the problem.

The case to be made is that many of the speeding offences take place during daytime hours when dangerous to residents and the public generally.

 **(ii)** Telephone kiosk refurbishment

 In the absence of Joanna Manning, the Conservation Officer, Cllr Morris spoke to

 Tony Horton of the SDC Planning Department who confirmed that, in his opinion,

 Listed Building Consent should be obtained for the refurbishment. **It was agreed**

 **that,** before Cllr Morris spends time preparing an application, he would try to speak

 to Joanna Manning again.

 Cllr Morris confirmed that Western Power have dealt with capping the electrics to

 the kiosk, and it is ready to be removed once the consents question has been dealt

 with.

  **(iii)**  George’s Elm Lane Sign and  **(iv**) Gulley cleaning: for both these matters, an

 update is awaited from Alan Caldwell-Jones of WCC. **Clerk** will continue to

 chase.

 **7. Finance**

 **(i) it was noted and approved** that the Internal Audit was duly completed by Mr. K

 J Dunn, with no queries being raised by him.

 **(ii) The Annual Financial Return for the year ending 31st March 2020 was**

 **completed:**

1. **Certificate of Exemption: it was resolved that** Wixford Parish Council meets the criteria for claiming exemption for 2019/20, and wishes to be an exempt authority so not subject to the requirement of a review by the External Auditors. **The Chairman duly signed and dated the Certificate of Exemption** and displayed on screen that he has done so (the Certificate had already been signed and dated by the Clerk).
2. **The Annual Governance Statement 2019/20:** PC considered and verified the Annual Governance Statement 2019/20 (which had already been circulated beforehand). **The Chairman duly signed the Statement** and displayed on screen that he had done so (the Statement having already been signed by the Clerk).

  **(c) Accounting Statements 2019/20 :** The Accounting Statements were considered

 and the PC **resolved** that they be approved (having already been circulated

 beforehand). The Statements were then signed and dated by **the Chairman** (who

 on screen that he had done so), having already been signed by the Clerk)

 **(d) Bank Reconciliation as at 31/03/2020: Resolved** that the Statement should be

 approved (having already been circulated prior to the Meeting). The Reconciliation

 was signed by **the Chairman accordingly,** and he displayed on screen that he had

 done so.

 **(e) PC considered** the Notice Period for public inspection of the Accounts and

 **resolved** to accept the period suggested by the Clerk, being 27th July to 7th

 September.

 ( **It was agreed** that the Clerk will provide to the Councillors a list of all documents

 required to be published on the website both under the Accounts and Audit

 Regulations and the Transparency Code, and circulate if necessary, before

 publication).

 **(iii) Resolved** that the following payments be approved for payment by the Clerk

 online:

* Clerk’s salary and expenses May and June 2020. Salary: £333.20;

 expenses:£28.80 (total:£362.00).

* PAYE: £6.59

.

 **(iv)** The Accounts reconciliation to 30th June 2020, already circulated **was noted.**

 **(v)** The following payments approved and made since the last meeting were

 confirmed:

Fastlain Hire Ltd: removal of concrete base in phone kiosk: £111.00

 Payroo Ltd (PAYE software) April and May at £6.00 each (direct debit).

 Kenneth J Dunn: fee for Internal Audit: £65.00

 **Note:** all payments were made online due to problems with cheque signing

 during Covid19 crisis.

 **8. Planning.** The following application had already been reported:

 Galloway House, George’s Elm Lane, Wixford B50 4JY: amended/additional details to

 Application (Surface Water Drainage Strategy Report and associated plan).

 Any further observations to the amendments to be lodged by **23rd July 2020.**

.

 **9.** To deal with any correspondence: there was none.

**10. Any other business**

 (i) Cllr Fryer raised the matter of the Bidford “My Neighbourhood” website and advised

 fellow customers not to register with it.

 (ii) The Chairman, Cllr Haworth, confirmed that he had emailed Nic Allen concerning his

 suggestion for a petanque alley outside Wixford Grange, requesting plans, but has

 received no response to date.

**The meeting was declared closed at 8.20pm**