

# **Beausale Haseley Honiley & Wroxall Parish Council**

## **Annual Meeting**

**Wednesday 19th May 2021 7.30pm at Wren Hall**

### **Minutes**

Cllr Gee welcomed everyone to the meeting.

**1. Election of Chairman**

Nomination: Cllr Janet Gee

Proposed by Cllr Gumley, Seconded by Cllr Clapp, and unanimously elected.

**2. Record of members Present**

Cllr J Gee, Cllr D Clapp, Cllr L Holdgate, Cllr N Gumley, Cllr R. Slatem,  
Mrs N Forty (Clerk)

**3. Apologies for Absence**

Apologies had been received from Cllr R Ellison, Cllr E. Cantwell, Cllr C Bird, Cllr S Chapman, Cllr R Hales, Cllr G Illingworth and Cllr J Cooke ( WCC)

**4. To receive written requests for Disclosable Pecuniary Interests.**

Forms had been completed by all councillors and WDC website was up to date.

**5. Public Participation**

Members of the public present: See list at end for names.

It was decided to leave questions until the normal meeting which was following the Annual Meeting.

**6. To receive the Chairman's Declaration of Acceptance of Office**

Cllr Gee signed the Declaration of Office, witnessed by the Clerk.

**7. Election of Vice Chair**

There were no nominations for Vice Chair.

**8. To agree Dates of Council Meetings for the year**

**23rd June 2021:28th July:15th September :20th October:1st December:12th January  
2022:16th March: Forum 20th April: AGM 18th May**

**9. Review of Working Arrangements**

**Audit Working Group:**

It was agreed that the group should continue with membership of Cllrs Gee, Clapp and Slatem, together with the Clerk.

**Emergency Planning:** Cllr Clapp, Cllr Slatem,

In a case of emergency, whether flood, plane crash or other, Wren Hall would act as an emergency centre. Overall responsibility would be held by Warwick District Council, but the centre would be manned by the people named, with a view to giving necessary assistance.

The Plan had recently been updated in May 2021.

It was suggested that the Emergency Plan should be uploaded onto the PC Website

**10. To agree Cheque Signatories**

All Councillors agreed that Cllr Clapp and Cllr Slatem, should continue as signatories

with the current practice of 2 out of the 3 to sign a cheque. Cllr Gee would be added on when the banks were operating normally.

#### **11. Review of Assets and Liabilities.**

The List of Assets was read out by the Chair and agreed by the Council. There had been no change from 2019/20.

The Clerk presented the statement of finances as at 31<sup>st</sup> March 2020 and 2021. (enclosed). Cllr Clapp proposed the statements to be accepted and this was seconded by Cllr Holdgate. The statement was unanimously accepted.

#### **12. Payments of the following annual accounts were approved:**

- Insurance BHIB- Due May 2021
- WALC- Due June 2021
- CPRE - Due September 2021
- Information Commissioner- Due January 2022
- Website - Due March 2021

All Councillors were in agreement with paying the above.

#### **Public Attendees:**

Nick Smith  
Richard Holdgate  
Sandy Edwards  
Sue Gallagher  
Huw Jones  
Quintin Cornforth  
Viv Ranson  
Val Semple  
Paul Malpass  
Nicky Paton  
J Walker  
Roger Forty

| <b>YEAR END<br/>MARCH 2019</b> | <b>BHHW<br/><u>Receipts and Payments</u></b>               | <b>YEAR END MARCH<br/>2020</b> |
|--------------------------------|--|--------------------------------|
| <b>£ 19,827.22</b>             | <b><u>Brought Forward</u></b>                              | <b>£ 20,061.34</b>             |
|                                | <b><u>RECEIPTS</u></b>                                     |                                |
| £ 7,500.00                     | Precept  | £ 7,500.00                     |
| £ 8.52                         | Bank Interest  | £ 12.12                        |
| £ 246.00                       | Warwick Rural West- phone box refurbishment                |                                |
| £ 152.30                       | Mr H Jones- phone box fund                                 |                                |
| £ 178.48                       | Cheque Mrs J Lewis   |                                |
|                                | Refund from WALC- cancelled course                         | £ 15.00                        |
|                                |  | £ -                            |
| <b>£ 8,085.30</b>              | <b><u>TOTAL RECEIPTS</u></b>                               | <b>£ 7,527.12</b>              |
|                                | <b><u>PAYMENTS</u></b>                                     |                                |
| £ 2,594.70                     | Clerk's Expenses/ Salary                                   | £ 2,408.74                     |
| £ 194.01                       | Insurance  | £ 194.01                       |
| £ 382.50                       | Room Hire (Wren Hall)                                      | £ 250.00                       |
| £ 200.00                       | WALC Subscription  | £ 201.00                       |
| £ 50.00                        | CPRE Subscription  | £ 50.00                        |
| £ 1,500.00                     | Churchyard maintenance                                     | £ 1,500.00                     |
| £ 300.00                       | Ferncumbe Youth Club                                       | £ 300.00                       |
| £ 250.00                       | Ferncumbe CofE School                                      | £ 250.00                       |
| £ 1,024.00                     | Wren Hall  | £ 1,800.00                     |
| £ 300.00                       | Womens Club  | £ 300.00                       |
| £ 179.97                       | Information Technology- Data Protection and Laptop securit | £ 79.99                        |
| £ 75.00                        | RBL Wreath   | £ 75.00                        |
| £ 296.00                       | Bus Shelter & Notice Boards                                | £ -                            |
| £ 400.00                       | Parish Council Website- hosting and maintenance            | £ 215.00                       |
| £ 105.00                       | Cllrs expenses & training                                  | £ 100.50                       |
|                                | Election Expenses  | £ -                            |
|                                | Newsletter   |                                |
| <b>£ 7,851.18</b>              | <b><u>TOTAL EXPENDITURE</u></b>                            | <b>£ 7,724.24</b>              |
| <b>£ 20,061.34</b>             | <b>Carried Forward</b>                                     | <b>£ 19,864.22</b>             |

| <b>YEAR END<br/>MARCH 2020</b> | <b>BHHW<br/><u>Receipts and Payments</u></b>                   | <b>YEAR END MARCH<br/>2021</b> |
|--------------------------------|--|--------------------------------|
| <b>£ 20,061.34</b>             | <b><u>Brought Forward</u></b>                                  | <b>£ 19,864.22</b>             |
|                                |  |                                |
|                                | <b><u>RECEIPTS</u></b>   |                                |
| £ 7,500.00                     | Precept  | £ 8,500.00                     |
| £ 12.12                        | Bank Interest  | £ 2.87                         |
| £ 15.00                        | Refund from WALC<br>(cancelled course)                         |                                |
|                                |  |                                |
|                                |  | £ -                            |
|                                |  | £ -                            |
| <b>£ 7,527.12</b>              | <b><u>TOTAL RECEIPTS</u></b>                                   | <b>£ 8,502.87</b>              |
|                                |  |                                |
|                                | <b><u>PAYMENTS</u></b>   |                                |
| £ 2,408.74                     | Clerk's Expenses/ Salary                                       | £ 2,399.20                     |
| £ 194.01                       | Insurance  | £ 194.01                       |
| £ 250.00                       | Room Hire (Wren Hall)  |                                |
| £ 201.00                       | WALC Subscription  | £ 235.00                       |
| £ 50.00                        | CPRE Subscription  | £ 50.00                        |
| £ 1,500.00                     | Churchyard maintenance   | £ 1,500.00                     |
| £ 300.00                       | Ferncumbe Youth Club   | £ 300.00                       |
| £ 250.00                       | Ferncumbe CofE School  | £ -                            |
| £ 1,800.00                     | Wren Hall  | £ 3,000.00                     |
| £ 300.00                       | Womens Club  | £ 300.00                       |
| £ 79.99                        | Information Technology- Data<br>Protection and Laptop security | £ 79.99                        |
| £ 215.00                       | Parish Council Website-<br>hosting and maintenance             | £ 215.00                       |
| £ 75.00                        | RBL Wreath   | £ 75.00                        |
|                                | Bus Shelter & Notice Boards                                    |                                |
| £ 100.50                       | Cllrs expenses & training                                      | £ 50.00                        |
|                                | Election Expenses  | £ 225.00                       |
|                                | Newsletter   |                                |
|                                | Contingency  | £ 158.40                       |
|                                |  |                                |
| <b>£ 7,724.24</b>              | <b><u>TOTAL EXPENDITURE</u></b>                                | <b>£ 8,781.60</b>              |
|                                |  |                                |
| <b>£ 19,864.22</b>             | <b>Carried Forward</b>   | <b>£ 19,585.49</b>             |