

# Agenda of Ordinary Meeting of Burton Dassett Parish Council

**Thursday 30<sup>th</sup> April 2020, 7.15pm: Video conferencing due to Coronavirus measures.**

**Parish Clerk: Helen Hide-Wright, 12 Meadow Way, Fenny Compton, Southam, Warks, CV47 2WD.**

**Members of the public can access the meeting remotely by obtaining a link from the Clerk. Please contact the Clerk 72-hours prior to the meeting at [clerk@burtondassett-pc.gov.uk](mailto:clerk@burtondassett-pc.gov.uk)**

## Declarations of interest

### 1. Apologies for absence:

**Acceptance of apologies:**

**Vacancies: Two Vacancies in Northend. One Vacancy in Temple Herdewyke**

### 2. Policies & Procedures:

- Adoption of BDPC Remote Meeting Regulations
- BDPC Scheme of Delegation
- Cancellation of Annual Meetings

### 3. Matters from the Public:

4. **Reports**
- a. County Councillor: Chris Williams
  - b. District Councillor: Chris Kettle

### 5. Minutes: To confirm minutes of meeting held on 16<sup>th</sup> March 2020.

### 6. Finance:

- (a) Financial Matters.
- (b) Accounts for payment, receipts and bank balances. Verification of balances to bank statements.
- (c) Authorisation of payments and signing of cheques.
- (d) Authorisation of Internal Transfers: Current account to deposit account: £2,500 for ring fenced funds for NE multi play unit replacement, £250 for ring fenced funds for TH Basket Swing Component replacement.
- (e) Internal Audit and End of Year finances.
- (f) Signing AGAR
  - 1. Annual Governance Statement 2019/20
  - 2. Accounting Statements 2019/20
- (g) To agree and confirm Cheque Signatories, authorisation of bank transfers, Standing Orders, Direct Debits and sign Bank Mandate.
- (h) To receive a report on the capital assets and liabilities vested in the Council.
- (i) Approve Following Accounts for Payment: Eon, HMRC, WALC, WCC, Thomas Fox, MRM, Knightcote Village Hall, Northend Village Hall, Temple Herdewyke Primary School, SDC, CPRE, Came & Co, RoSPA, Officer/s to the Parish Council, Wicksteed, HCI Data, Trevor Gill, PKF Littlejohn LLP, MFM, Royal British Legion, Information Commissioners Office (ICO), Playsafety, SLCC, Thomas Fox Landscaping, Warwickshire Pension Fund, Clerk to the Parish Council.
- (j) Annual review and adoption of Council's Fixed Assets list, Standing Orders, Non-Financial Standing Orders, Financial Regulations, Risk Assessments, Emergency Plan, Planning Standing Orders, Grants Policy.
- (K) To review Clerk's and other employees' salaries – as per WALC and NALC pay scales.

WALC Membership	£ 493.00
Eon 2 April 2020	£ 152.31
Online conference subscription	£ 60.00
Clerk & RFO Expenses	£ 67.65
Clerk & RFO May Pay	£ 538.03
Clerk & RFO May Pension	£ 151.45
Clerk & RFO June Pay	£ 538.03
Clerk & RFO June Pension	£ 151.45

Change to Warwickshire Pension Fund standing order due to employer rate reduction.

**7. Planning Applications/amended plans/decisions:**

**Amended/Additional Details:**

**Decision:** 20/00840/AGNOT Caudle Hill Farm, BD: No objection to proposed development

**15/04200/OUT:** Land adjacent to The Old Gated Road, Gaydon/Lighthorne Heath: Outline Permission

**19/01576/REM:** Land off Falkland Place, Temple Herdewyke: Approval

**Applications:**

- **Extraordinary Planning mtg:**
- **Affordable Housing**

8. **Neighbourhood Planning and Housing Needs Survey:** Land in Northend

9. **Amenity Areas:** Green area maintenance (Orbit and Highways).

**10. Matters arising**

- (a) **Roads, Footways & Lighting:** Signage (NE, Knightcote), stiles.
- (b) **Temple Herdewyke - i.** Access between TH and Northend
- (c) **Play areas** – Closed until further notice
- (d) **BDPC Newsletter – The Beacon/ Compton Chronicle**
- (e) **Any other matters arising from the minutes**

11. **Administration:**

12. **Community:** Mowing of area around Northend Village Hall

13. **Publications/Correspondence Received.**

14. **Member Reports**

15. **Meetings 2020** 7.15pm start By Video conferencing until further notice, due to Covid-19 restrictions

20<sup>th</sup> July 2020  
21<sup>st</sup> September 2020  
16<sup>th</sup> November 2020

Temple Herdewyke School  
Knightcote Village Hall  
Northend Village Hall

HIDE-WRIGHT  
24<sup>th</sup> April 2020