

SHUSTOKE PARISH COUNCIL

Monday 24th June 2024 at 7.30pm

ORDINARY MEETING OF THE COUNCIL

DRAFT MINUTES

Present: Councillors G. Dupree (in the Chair), G. Farr, R. Hill and N. Larkin
Clerk – Neil Millard
11 members of the public

1 Apologies

1.1 Apologies for non-attendance were received from Councillors O. Brown and K. Jones.

2. Declarations of Interest

2.1 There were no declarations of interest relating to items on the agenda.

3 Minutes of Meetings of the Council

3.1 The minutes of the Annual Meeting of the Council had been circulated to all members.

3.2 It was RESOLVED that the Minutes of the Annual Meeting of the Council held 20th May 2024 up and be approved as a true and correct record and be signed by the Chairman.

4 Questions or Presentation from Members of the Public

4.1 A number of residents from Bixhill Lane attended the meeting and provided details of a litany of issues relating to anti-social behaviour including quad bikes up and down the road, cars and drivers and their behaviours including drug dealing and other nefarious activity. Residents report finding numerous discarded nitrous oxide canisters. The residents also criticised the response of the Police when advised of these issues. A discussion also took place regarding the role of Severn Trent as the landowner of part of the road and their responsibilities. The residents observed that they were trying to organise a meeting with STW.

4.2 The Clerk confirmed that they he would contact the Polce to try and ensure a more effective response to the problems and would liaise with the local residents.

4.3 Elaine Dupree reported further on the work of Friends of Shustoke Park, advising that the group had received £22,242 from the Shared Prosperity Fund. The group now has an estimated fund of £45,284. She requested more specific liaison with the Council to support a plan to phase some work before funding commitments expire. She also advised the date of the group's AGM and another fund raising quiz.

4.4 Elaine Dupree also provided an update on the Green Shoots Project which is coming to an end. She advised that a celebration event was been organised and requested assistance from a member of the Council to support work on this event given that the project was initiated by the Council. The Clerk confirmed that he would advise the members who are absent of the request.

5 Reports by County and District Councillors (for Information)

- 5.1 There were no reports forthcoming and no members of the District or County Council present at the meeting.

6 Approval of List of Accounts

- 6.1 The Clerk submitted a list of accounts as set out below:-

| | | £ |
|------------------|-------------------------|--------|
| HSBC | Bank Charges April 2024 | 5.00 |
| Clerk | Expenses April 2024 | 18.00 |
| Clerk | Salary April 2024 | 346.90 |
| Connecting Four | Annual donation | 260.00 |
| HSBC | Bank Charges May 2024 | 5.00 |
| WALC | Annual Membership | 218.40 |
| WALC | Training | 84.00 |
| Coleshill Mowing | Horticultural services | 384.00 |
| Zurich Municipal | Annual premium | 445.23 |
| Clerk | Expenses May 2024 | 22.50 |
| Clerk | Salary May 2024 | 346.70 |
| N. Larkin | Re-imburement | 96.94 |

- 6.2 It was RESOLVED that the above list of accounts as submitted to the meeting be approved

7. Consideration of the Internal Audit Report

- 7.1 The Clerk submitted the Internal Audit report compiled by the Clerk to Nether Whitacre Parish Council

- 7.2 It was RESOLVED that the internal audit report and its contents be received and noted.

8. Approval of the Annual Governance Statement

- 8.1 The Clerk submitted the Annual Governance Statement and reminded members that the Council was obliged by the regulations to consider its response to each of the questions contained within section 1 of the AGAR

- 8.2 The Clerk reminded members that due to an oversight on his part, the dates for the exercise of public rights to inspect the accounts in 2023 had been advertised incorrectly. The Council had therefore not met its obligations in this respect; this had been identified by the auditor and was reflected in the responses contained within the document. He advised that the issue had been rectified for this year's audit and the full period for the exercise of public rights will be advertised.

- 8.3 It was RESOLVED that section 1 of the AGAR, the Annual Governance statement for the period ended 31st March 2024 be approved.

9. Receipt and Approval of the Accounting Statements for the Year Ended 31st March 2024

- 9.1 The Clerk submitted section 2 of the AGAR, the accounting statements confirming a balance at the end of the financial year of £18,423

9.2 It was RESOLVED that Section 2 of the AGAR, the Accounting Statements for the financial year ended 31st March 2024 be approved.

10. Approval of Exemption Certificate for External Audit 2023/2024

10.1 The Chairman reported that as neither, income or expenditure exceeded £25,000; the Council could apply for exemption from external audit for the financial year ended 31st March 2024. The Clerk had submitted a draft exemption certificate for consideration by members.

10.2 It was RESOLVED that the exemption certificate for the year ended 31st March 2024 as submitted be approved.

11. Consideration of Repair/Refurbishment of Telephone Box Housing the Defibrillator

11.1 Councillor Hill advised that he intended to take the door to his workshop and carry out the necessary repairs at the earliest opportunity. The Clerk advised that the Council could reimburse Councillor Hill for any materials required but not his labour. A brief discussion took place regarding exact requirements and practicalities.

11.2 It was RESOLVED that a budget of up to £250 be made available for the provision of materials including a replacement door strap and defibrillator signs to be affixed to the telephone box.

12. Consideration of Action in Respect of the Coronation Corner at the Recreation Ground

12.1 The Clerk advised that he had included this item on the agenda following the community action day. He then observed that he had subsequently been advised that a local volunteer had agreed to maintain the Coronation Corner.

12.2 It was RESOLVED that no further action be taken on this matter at this stage but the condition of the Coronation Corner be kept under review.

13. Consideration of a Response to Consultation Regarding Planning Application; Replace the Existing Wooden Garage with a Masonry Two Vehicle Garage and Garden Store with a Non Habitable Store Room Above: Reservoir Cottage, Bixhill Lane

13.1 The Clerk reported that details of a further planning application at the above address had been circulated to all members

13.2 It was RESOLVED that no further action be taken on this matter

14. Consideration of a Response to Consultation Regarding Planning Application; Erection Of Proposed Garage/Workshop with an Annexe Above. Demolition of Existing Garage / Workshop: The Manor House, Back Lane

14.1 The Clerk reported that details of a further planning application at the above address had been circulated to all members

14.2 It was RESOLVED that no further action be taken on this matter

15. Consideration of the Council's Involvement in Future National Celebrations

15.1 Councillor Larkin briefly outlined some suggestions for events as part of next year's national celebrations and other potential events. She advised that proposals were not yet finalised

15.2 It was RESOLVED that further consideration of this matter be deferred to the next meeting

