

**Minutes of Annual Meeting of Bearley Parish Council held in Bearley Village Hall at 7.00pm
Monday 20 May 2024**

Present: Councillor Richard Le Page, Councillor Ray Greening, Councillor Marion Mitchell and Councillor Nick Edden.
Apologies: County Councillor Penny-Anne O'Donnell, District Councillor Ian Shenton.
Parish Clerk: Karen Mason
Public: 1 members of the public for all of the meeting.

1. Chairman's notice regarding the recording and filming of the meeting

The Chairman's notice regarding the recording and filming of meetings was read out.

2. To elect a Chairman of the Council

Councillor N Edden nominated Councillor R Le Page as Chairman for the forthcoming year. Seconded by Councillor N Greening, Councillor M Mitchell. Resolved.
 Councillor R Le Page in the Chair.

3. To elect a Vice Chairman of the Council

No nominations received for the Vice Chairman position.

4. To receive the Chairman and Vice Chairman's acceptance of office

The Declaration of the Chairman's Acceptance of Office was made and signed before the Clerk.

5. Record of members present

Noted.

6. Apologies and acceptance of reasons for absence

None.

7. Declaration of Interest (existence and nature) on Items on the agenda

None declared.

8. To review Council committees / working parties, including delegation of functions to committees, and appoint members as applicable. (Note: there is no obligation to appoint any Committees; Bearley Parish Council currently has no Sub-Committees or Working Parties)

Bearley Parish Council has no sub-committees or working parties.

9. To appoint representatives to sit on outside bodies

It was agreed that that Councillor R Le Page would represent the Parish Council on The Village Hall Trust. Councillor R Greening would represent the Parish Council on Friends of Bearley Park and Bearley Community Speedwatch.

10. To review cheque signatories and sign appropriate bank mandate

The following were agreed for signatories for the Bank Mandate:

Karen Mason, Clerk and Responsible Financial Officer

Councillor R Le Page.

Councillor N Edden.

Councillor M Mitchell.

Councillor R Greening.

11. To review the Council's Asset Register

The chairman proposed to sign off the Asset Register as presented by the Clerk. Approved Unanimously. Resolved.

12. To review and agree the Parish Council Action Plan 2023/2024

The Chairman presented the latest version on file of the Parish Council Action Plan for 2023/2024. It was agreed that the Action Plan requires a thorough review and more time allocated. It was decided to move the item to July's meeting.

13. To review and adopt the 2024 Standing Orders, Financial Regulations and Code of Conduct.

The Clerk circulated the revised Standing Orders 2023. Proposed by the Chairman to adopt this version, seconded by Councillor R Le Page, Councillor M Mitchell. Resolved.

All Councillors noted the schedule of review for the policies.

14. To review and agree Meeting Dates 2024/2025

The Clerk circulated the 2024/2025 meeting dates. All dates acknowledged and will be circulated and posted on the website.

15. Public Forum (subject to a time limit of 15 minutes)

A member of public raised a question regarding whether the village has an emergency bank of volunteers for the Village. It was noted that during Covid the Clerk at the time had a list of points of contact who were willing to keep a check on vulnerable members of the community. Nothing currently exists for Bearley outside of those volunteers as part of the different community groups.

A member of public asked for the Parish Council standpoint on Hedge Overgrowth and where do we stand on uniting people to cutback and keep rights of way clear. It was noted that the Parish Council has no jurisdiction but where requested would make requests to residents. The clerk to follow up with Highways as to their standpoint.

16. To approve the Minutes of the Ordinary Meeting held on 18 March 2024

The minutes of the Ordinary Meeting held on 18 March 2024 were taken as read, confirmed and signed by the Chairman.

17. Matters Arising

It was noted that the seed exchange is now open in the Book Exchange.

18. County & District Council liaison

A report for May was provided by District Councillor Ian Shenton, a copy which can be found here

<https://bearley.org/district-councillor-report-may-2024/>

A report for May was provided by County Councillor Penny-Anne O'Donnell, a copy which can be found here

<https://bearley.org/county-councillor-update-for-bearley-may-2024/>

19. Bearley Community Speedwatch

Councillor Greening shared a summary of the results provided from the Warwickshire County Council Speed Survey. It was discussed that the survey should be considered for revisiting in Summer 2025.

The Community Speedwatch is now able to operate in 40mph areas as dictated to via Warwickshire Police. The volunteer teams will be operating throughout the summer weekly in both 30mph and 40mph areas of Bearley.

20. To Receive an Update on Flood Prevention Measures

Councillor Greening updated that a meeting was due to take place with the both Warwickshire County Council and the owners of the Paddock area off Snitterfield Road on Friday 24 May 2024. This is to review the persistent flooding in this area. An update will be provided at Julys meeting.

21. Friends of Bearley Park (FoBP)

Councillor Greening updated that the pavement that was damaged outside of the park has now been repaired. The new signage for Bearley Park are up and present well. Quotes have been received by two parties to carry out Grounds Maintenance to the perimeter of Bearley Park. It was proposed by Councillor Greening, unanimously agreed to approve works for Company A for value of £260.00. Resolved

Councillor Greening is discussing options for a new Zip Wore platform.

Thomas Fox have quoted for some additional work to add to their monthly schedule, to carry out weed removal. It was proposed to approve section 4&5 of the quote to the value of £136 and £134. Agreed unanimously. Resolved.

22. Village Hall Report

The Chairman prepared a report on updates from Bearley Village Hall.

A representative from BUFC now sits on the VH committee which is positive news. It was agreed to process the £1500 contribution to Stratford Colts FC for the grass cutting as per budget, clerk to progress. Councillor Le Page will table the 2024/2025 at next meeting.

Work on the Car park commences on 3 June 2024 for 5 days.

Friends of Bearley Village are aiming to disband and rebrand as a fundraising arm of the Village Hall. More on this soon from Friends of Bearley Village.

23. Street lighting

23.1 A grant of £2,065 was approved by Stratford District council as a 50% match fund for the Village streetlight conversion to LED. Two companies quoted for the project. Councillor Le Page table Company (a) £4800 and company (b) £4130. A discussion on the detail of the quotes prevailed. Councillor Edden proposed Company (A), seconded Councillor Mitchell, Councillor Greening. Resolved. Clerk to progress on receipt of the grant from SDC into the bank account.

23.2 Chairman proposed to move the item for the street lighting supply contract to July. Approved unanimously. Resolved.

24. Finance

24.1 Payments made since last meeting – Noted.

24.2 Payments received since last meeting – Noted.

24.3 Income/expenditure year to date – Noted.

24.4 Invoices received and approved for payment. T. Fox 29/04 £921.24, MI Business Services £270.00, Walc £218.40 Clerks expenses £21.66, Clerk related pay £468.00, Office Online £3.22, Ian Wilson £250.00, Dixon Signs £462.00. Noted and approved.

24.5 WALC Membership 2024/2025 – The chairman proposed, seconded Councillor M Mitchell that the renewal for WALC membership should be progressed. Resolved.

24.6 To approve Annual Governance Statement 2023/2024. The Chairman proposed that the Annual Governance Statement for 2023/2024, prepared by the Clerk to be approved and progressed. Agreed unanimously. Resolved.

24.7 To approve Accounting Statements 2023/2024. The Chairman proposed that the Accounting Statements for 2023/2024, prepared by the Clerk to be approved and progressed. Agreed unanimously. Resolved.

The Internal Auditor Report 2023/2024 was acknowledged and noted.

25. Planning Matters

25.1 Review of Schedule May 2024

Application Number	Application Details	Comments required by	BPC Comment	SDC Comment
21/00973/OUT	Countrywide Bearley Mill Snitterfield Road Bearley. Outline Planning Application. Following the demolition of all existing structures a hybrid planning application comprising a full application for the redevelopment of the western part of the site for employment units for light industrial (Class E(g)) and storage (Class B8) purposes and other associated works; along with an outline application with all matters reserved except for access for residential housing development for up to 32 units to the eastern side of the site.	21/05/2021	Supports the application (in principal)	02.02.23 Outline Planning permission grated. Full details including conditions available on portal.

	Amendments resubmitted for consultation 21.05.22	01/06/2022 21.05.22		
23/02102/FUL	Scrap Yard Birmingham Road Bearley Warwickshire B95 6DR Amendments resubmitted for consultation	01.09.2023 16.05.2024	Object.	Pending consideration (outstanding) Maintain Objection based on previous comments.
24/00070/FUL	Darwin Escapes Hawkswood Farm Gospel Oak Lane Pathlow Stratford-upon-Avon CV37 0JA. Change of use of part of museum building to 11no. units of holiday accommodation (Class C1 Use) and associated development, inclusive of alterations to elevations and introduction of solar panelling	06.03.2023	No representation.	Pending consideration
23/03262/COUQ	Agricultural Building Land Off A3400 Birmingham Road/Ash Lane A3400 North Of Pathlow. Change of use of agricultural building and land within its curtilage to two No. dwelling houses and for associated building operations.	24.01.2024	Prior Approval Refused in advance of PC comment being registered.	Prior Approval Refused
23/03266/COUQ	College Farm, Birmingham Road, Bearley. Application for prior approval for the proposed change of use of an agricultural building to five dwelling houses	11.01.2024 (note: extension to 16.01.2024)	No objection	Change of Use PA granted. 25.01.2024
24/00575/FUL	College Farm, Birmingham Road, Bearley. Demolition of agricultural buildings, erection of four dwelling houses and garages, construction of new vehicular access, closure of existing vehicular access and associated development.	03/05/2024	No Objection	Pending consideration

25.2 Planning Applications 24/00166/vary countrywide

The Chairman proposes to support the application with some commentary. Approved unanimously. Resolved.

26. Correspondence and Communications Report

26.1 Civility and Respect Pledge. It was agreed to sign up and the Clerk to progress.

26.2 WCC Road Closure notification Grange Road. Details of the recent notification for Road Closure were shared (1 day).

26.3 Resident correspondence regarding village signs. The Chairman shared the correspondence received regarding the Road signage for Oaktree. The Clerk to follow up with Warwickshire county Council.

27. Date of next meeting

The Ordinary Meeting of the Parish Council will be held on Monday 15 July 2024 at Bearley Village Hall, 7pm.

The Chairman closed the meeting at 20.59 pm

Signed.....DesignationDate.....