

COMBROKE PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 9th May 2023 at 8.20pm at the Village Hall, Combroke

Present

Stephanie Connah (SC)
Tim Goodhead (TG)
Brenda Rayson (BR)
Jo Price (JP)
Georgina Lowe (Clk), Clerk

Members of the Public: 0

1. **Election of Chairman**
Cllr Rayson was nominated for Chairman. There were no other nominations, it was therefore proposed TG, seconded SC and
RESOLVED: That Cllr Rayson be elected as Chairman for the Year 2023 – 2024
2. **Acceptance of Office as Chairman**
Cllr Rayson gave her declaration and signed the Acceptance of Office in the presence of the Proper Officer of Combroke Parish Council.
3. **Election of Vice Chairman**
Cllr Goodhead was nominated for Vice Chairman. There were no other nominations, it was therefore proposed JP, seconded SC and
RESOLVED: That Cllr Goodhead be elected as Vice Chairman for the Year 2023 – 2024. The Acceptance of Office was duly signed
4. **Apologies**
DCllr David Johnston (DJ) and CCllr Chris Mills (CM); to note both were in attendance for the Annual Parish Meeting but left to attend other meetings
5. **Acceptance of Apologies**
N/A – All Parish Councillors were in attendance
6. **Declarations of Interest**
BR Agenda Item 12.1
7. **Public Representation**
None
8. **Minutes**
The minutes of the meeting held on the 20th March 2023 had been circulated. Proposed JP, seconded TG and
RESOLVED: That the minutes of the meeting be confirmed and signed by the Chairman.
9. **Chairman's Report and Other Reports for Information Only**
 - a. **Chairman** – No report.
 - b. **Clerk** – No report.
10. **District Councillor's Report**
To note we are in a changeover and welcome new District Councillor David Johnston
11. **County Councillor's Report**
CCllr Mills' Report is attached to these minutes.

12. **Planning Updates**

12.1 Pending The Little House, 31 School Lane 21/03000/FUL
Enlargement of parking area; erection of retaining wall

Item chaired by Cllr Goodhead

No report.

12.2 Application Withdrawn: Hill Cottage 21-22 Combrook 23/00480/FUL & 23/00481/LBC
Single storey rear extension to form garden room and replace lean to roof with green roof and fenestration alterations to the dwelling. Addition of photovoltaic panels to rear roof pitch, and forming parking space for one car.

13. **To appoint working party members and representatives to sit on outside bodies**

BR proposed and it was agreed that SC and TG be appointed to the Village Hall Committee; TG be appointed as Member for Finance and Snow Warden; BR to remain as representative for Kineton United Charities and be the Council's representative on the Leys Management Committee.

14. **To Review Council's Standing Orders and Financial Regulations**

The Clerk advised the Model Financial Regulations had last been updated in February; any proposed / required changes will therefore be brought back to a future meeting.

15. **To confirm Delegated Powers to the Clerk**

To delegate to the Clerk the powers: to grant dispensation requests; to make decisions and respond to consultations on behalf of the Council in circumstances where the decision / consultation requires an action before the date of the next meeting of the Council; to authorise urgent work when unforeseen circumstances occur; and, to spend up to £500 on behalf of the Parish Council. These powers to be exercised with the full knowledge of the Chair or Vice Chair and appropriate consultation amongst Members of the Parish Council.

The Council agreed this had worked well whereupon it was proposed BR, seconded JP and **RESOLVED: to confirm delegated powers**

16. **Financial Administration**

It was agreed to arrange a further single item agenda before the end of May to approve the accounts when the internal audit report is available

- a. **To approve end of year accounts** – item postponed
- b. **Certificate of Exemption.** – item postponed
- c. **To receive the Internal Audit Report** – item postponed
- d. **Annual Governance Statement** – item postponed
- e. **The Annual Accounting Statements** – item postponed
- f. **To receive payments made under delegated powers and consider payments to be made**

Payments made under delegated powers (last financial year):
Combroke Village Hall SDC Non-Domestic Rates 22/23 £81.92

Invoices were presented, and payment approved for:
Coventry Diocesan Board of Education – Village Hall Rental £770
WALC Annual Subscription £118
Zurich – Council plus Village Hall Buildings Insurance (Year 1 of a 3 Year LTA) £565.77
Georgina Lowe Apr/May Salary £245.70

17. **Combroke Village Hall – To consider:**

17.1 A retrospective grant to be paid for 2022/23

TG circulated a paper for discussion. Members sought clarification on the Village Hall's financial situation and felt it would assist them in their decision making if they were able to see a copy of the organisation's latest audited accounts. TG

Item deferred until next meeting.

17.2 The fixed cost elements to be included in the grant for 2023/24 and future years

Item deferred until next meeting; to note a suggestion that this be considered in conjunction with budget setting / the precept demand.

18. **Combroke Climate Change Club**

Wildflower seeds were given out at the recent cream teas and flower festival to create further interest in re-wilding.

19. **Lanes and Drainage - County Highways Repair and Improvement**

No follow up required

20. **The Leys**

Still awaiting formal visit from the WCC Habitat Biodiversity Audit Partnership (HBA) however we have had a visit for WWT to discuss specially bred wild flower seeds to scatter - await now the community officer to make contact BR

21. **Councillors' Reports and Items for Future Agendas**

None

22. **Dates of Next Parish Council Meetings:**

Monday 3rd July 2023

The meeting closed at 9:57pm