

**NOTES OF A WARMINGHAM PARISH COUNCIL MEETING HELD ON MONDAY
8th JULY 2024 AT 7.00 PM**

PRESENT: Councillors: James Richardson (Chairman), Simon Moss, Jo Price,
and Robert Newton

Parish Clerk: Gaynor Hawthornthwaite

There were no members of the public in attendance.

1. APOLOGIES FOR ABSENCE

Apologies received from Warmingham Parish Councillor Oliver Rowe

2. DISCLOSURES OF INTEREST

None declared.

**3. APPROVAL OF THE MINUTES OF THE MEETINGS HELD ON 8TH MAY 2024 AND THE
EXTRAORDINARY MEETING HELD ON 17TH JUNE 2024**

The minutes were agreed as a correct record and were signed by the Chairman.

**4. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 8TH MAY 2024 AND THE
EXTRAORDINARY MEETING HELD ON 17TH JUNE 2024**

All items covered elsewhere in the agenda.

5. HIGHWAYS

Speed Management Strategy

Councillor Newton is awaiting a response from CEC Highways about arranging a meeting to discuss the Speed Management Strategy.

Outstanding Highway Issues

The PC are continuing to follow up the outstanding Highway Issues (potholes, drainage issues, condition of the roads in Warmingham) with CEC.

Councillor Newton has followed up the timescale for the programming and resurfacing/state of the roads, including the blue light route – Church Farm to Hall Lane – with the Highways Officer. There has been no acknowledgement from the Highways Officer about the planned maintenance work and the PC's request for a site visit. Councillor Newton is to continue to follow up with the Highways Officer.

6. ANSA WASTE TRANSFER CENTRE TRAFFIC

The PC are to continue to monitor and review the HGV traffic movements in and around the Warmingham area.

7. APPROVAL OF ONLINE BANKING POLICY AND RISK ASSESSMENT

Councillor Rowe had reviewed the Online Banking Policy and Risk Assessment. These had been circulated to the PC prior to the meeting.

The PC approved the policies, subject to an amendment on the Risk Assessment Policy, page 6 – "The Parish Council electronic records are stored on the Clerks computer at her home."

Action – Clerk to arrange for the 2024 policies to be published on the website. The PC are also following up recent 'Warmingham' photos that could be added to the website.

8. NEIGHBOURHOOD PLAN

Councillor Rowe is continuing to follow up and is making enquiries about any assistance that is available to progress this from July 2024.

9. PLANNING

There were no applications for consideration.

10. FINANCE

Review of Current Financial Position

The balance on the current account on 28th June 2024 was £5917.39.

BI-MONTHLY AUDIT

It was agreed that as Councillor Rowe was unable to attend the meeting, the bi-monthly audit should be completed at the September 2024 meeting.

Action – Clerk to note as an agenda item for the September PC meeting.

APPOINTMENT OF AUDITOR FOR 2024/25

It was agreed that JDH Business Services Limited should be asked to complete Warmingham PC internal audit for 2024/25.

Action - Clerk to advise JDH Business Services Ltd.

The following payments were approved for a bacs payment:

- The tax due on the Clerk's Salary for Quarter 1 - £102.80 – HMRC
- Reimbursement to Clerk £8.20 for the outstanding amount for April and May 2024 salary arrears.
- Reimbursement to Councillor J Richardson – Payment of candle holders for Village D Day Celebrations - £163.99
- PC Donation of £500 towards the cost of the fireworks at the D-Day Village Event – Reimbursement to Mr I Rutter, Warmingham Village Hall Committee

Following the purchase of the defibrillator, Councillor Richardson reported on the arrangements for the installation and the 3 monthly inspections that are to be set up.

11. CLERK'S REPORT AND CORRESPONDENCE

The following correspondence had been received and noted since the previous meeting:

From Chalc

- Bulletins and Newsletter

From CEC

- Town and Parish Councils' Newsletter

12. DATE OF NEXT MEETING

The date of the next meeting is **Wednesday 11th September 2024 at 7.00 pm.**

ANY OTHER BUSINESS

Councillor Price mentioned that the railings on top of the wall at the school look as though they need painting. Councillor Price would speak to the head mistress to see if they needed any help in painting and if so Councillor Price and Newton volunteered to assist with painting.

It was also suggested by Councillor Price painting the railings on the bridge by the church and the railings by the Mill race.

The parish Council agreed to fund the cost of the paint for the railings.

Councillor Newton reported that there is overgrown vegetation on footpath No.1 by the old School House, one of the kissing gates is missing off School Lane by the old School House and there are repairs needed to other gates along this footpath.

Councillor Newton will report to CEC public rights of way and send photographs of the items requiring repair. The PC will follow up the overhanging hedge with the owner of 1 School Lane.

The meeting closed at 8.23 pm