

**MINUTES OF THE PARISH COUNCIL MEETING OF  
RUSHWICK PARISH COUNCIL HELD ON  
WEDNESDAY 10<sup>th</sup> MAY 2017 AT 7.00 PM  
IN RUSHWICK VILLAGE HALL**

Present: Cllr Deakin (Chairman), Cllr Parker, Cllr Elcock, Cllr Jenkins, Cllr Rowley, Cllr Wigglesworth, Cllr Bennett and Cllr Haywood

In Attendance: None

1. Cllr Deakin was elected unopposed as Chairman and his declaration of acceptance of office duly signed.
2. Apologies for absence: County Councillor Grove and District Councillors Chambers & Godwin (MHDC Planning Meeting) – received
3. Declaration of Interests
  1. Members were reminded to update their register of interests.
  2. Declaration of Disclosable Pecuniary: None
  3. Other Disclosable Interests: None
4. To consider written requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011): None requested.

No questions for Public Question Time.

5. Minutes: Having been previously circulated the minutes of The Parish Council meeting of 12.04.17 were signed as a true and correct record.
6. The following appointments /representatives were appointed:-
  - Vice-Chairman- Cllr Parker (Declaration of office signed)
  - School Representative – Cllr Wigglesworth
  - Village Hall Committee representative – Cllr Rowley
  - Playscape Representative – Cllr Parker
7. Members were appointed to the following:-
  - Staffing Committee – Cllrs Deakin & Parker
  - Planning Committee – All Councillors
8. Progress Reports: No matters arising from previous minutes. The Action Plan was reviewed and updated. After obtaining three quotations and careful consideration, Buftons Ltd was selected as the approved contractor to install the defibrillator at a cost of £654.00. The Clerk and Chairman had a brief meeting with Jo Cross from MHDC to establish scale of works and level of expenditure to support a S106 application for Playscape. The next stage is to hold some public consultation. This will be carried out at The Annual Parish Meeting, May Fayre, via School and General Elections.
9. Parish Lengthsman Scheme: An update was received as per worksheet
10. Finance
  1. Payment of accounts as per schedule were authorized. The Clerk confirmed that the Parish Council Insurance was due for renewal on 01.06.17. Three competitive quotations had been obtained. This information had been circulated to all councillors. **RESOLVED:** To enter into a 3 year long term agreement with Came & Company at a cost of £752.39 per year.
  2. The Asset Register was reviewed and accepted. No changes to make for 2016/17
  3. **APPROVED:** The Bank Reconciliation Statement to 31.03.17

4. Budget Monitoring to 31.03.17 – For Information Only
  5. **RESOLVED:** Annual Return 2016/17 - To approve Section 1 – Annual Governance Statement
  6. **RESOLVED:** Annual Return 2016/17 - To adopt and sign Sections 2 - Accounting Statements
  7. **RESOLVED:** To appoint/ engage Mr. Sharp as Internal Auditor for 2017/18 defining Terms of Reference (subject to acceptance).
11. To review and adopt model Standing Orders – Reviewed no changes/amendments to make at this time.  
To review and adopt model Financial Regulations – Reviewed  
**RESOLVED:** To adopt NALC model Financial Regulations (England) January 2016.
  12. Dates of Council meetings for the year ahead  
**RESOLVED:** Parish Council Meetings for 2017/18 are to be held on the second Wednesday of each month at 7.30pm at Rushwick Village Hall. Clerk has circulated a list of meeting dates.  
Please view on the noticeboards and website.
  13. The following planning application was considered:-  
Planning Application No: 17/00321/FUL  
Proposal: The erection of two detached dwelling houses and detached garages  
Location: Land adj. to the Nursery, Upper Wick Lane, WR2 5SN  
Comments: Rushwick Parish Council (RPC) OBJECTS to this planning application.  
Please refer to comments submitted  
  
Planning Application No: 17/00501/HP  
Proposal: Demolition of single storey extension and erection of a two storey and single storey rear and side extension  
Location: 14 Christine Avenue, Rushwick, WR2 5SP  
Comments: No Objections
  14. Correspondence for Information –Clerk has circulated electronically.
  15. Councillors’ reports and items for future agendas  
Cllr Parker reported a large quantity of litter/rubbish which has accumulated at the rear of Brookfield Farm Grange Lane adjacent to the Public footpath. A letter needs to be issued to the landowner.  
Cllr Rowley requested an update on the cleaning/maintenance of the noticeboards. Clerk to make further enquiries with Mr Crump.  
Cllr Wigglesworth reported she had received a complaint that the grass verges had been cut too early resulting in the disappearance of the cow parsley. Can the timing be re-scheduled?  
Cllr Elcock reported that a small section of the footpath surface leading to Brookfield Farm is due to be improved shortly, to aid safety under foot.

Meeting closed at 7.56pm  
Sharon Baxter  
Clerk

Signed ..... Chairman..... Date.....