

PILLERTON PRIORS PARISH COUNCIL

The 203rd Meeting of the Pillerton Priors Parish Council was held on Wednesday 11th May 2022 at 8.50pm at the conclusion of the Annual Parish Assembly in Pillerton Priors Village Hall.

All Parishioners were welcome to attend.

Present: Cllr Ian Greenall
 Cllr Dominic Sant
 Cllr Jo Wilkinson
 Cllr Michael Nevill
 Sue Greenall (Parish Clerk)

Cllr Izzi Seccombe OBE (Warwickshire County Council)
 Cllr Penny-Anne O'Donnell (Stratford-on-Avon District Council)
 both had presented their reports at the Annual Assembly before leaving the meetings to attend the Ettington PC meeting. They were not present for this meeting.

Residents 6 Residents were present

Number	Item
1	Parish Clerk's welcome - Sue Greenall welcomed everyone to the meeting.
2	Appointment of Chair 2022-23 Ian Greenall was proposed by Dominic Sant and seconded by Jo Wilkinson. Ian then took the chair.
3	Appointment of Vice-Chair 2022-23 Dave McWhirter was proposed by Dominic Sant and seconded by Ian Greenall.
4	Appointment of Treasurer 2022-23 Jo Wilkinson was proposed by Dominic Sant and seconded by Michael Nevill.
5	Minutes of the 202nd Parish Council Meeting held on 12th January 2022 Were approved and signed by Ian Greenall.
6	Matters Arising
6.1	Village Booklet – The booklets have been printed and delivered to most properties. Thank you to Olga Brades for her work on the updates. Discussion took place regarding alternative communication routes between residents. To supplement the Clerks regular email to residents who had asked to go on the mailing list a WhatsApp group was suggested. Michael Nevill said he would look to set this up but residents need to be aware that their mobile number would be visible to others on the group.
6.2	Parish Clerk and Parish Councillor – Michael Nevill has been co-opted onto the Parish Council to fill the vacant seat. There have been no expressions of interest for the clerk's role.
6.3	Village Footpaths - Kathryn Dalgliesh and Michael Nevill have walked the footpaths in the parish and have reported a number of issues to WCC Country Paths Section.
6.4	Queens Jubilee celebrations – The village hall are holding a picnic on Saturday 4 th June. Tickets are available from hall committee members or Pillerton Garage.
7	Treasurer's Report – (<i>Minutes from the discussion at the Annual Parish Assembly</i>) Dominic Sant presented the Parish Council's financial position up to 31 st March 2022. In the 4th Quarter to 31/03/2022 16 payments had been made CHQ100353 - Parish Clerk Salary (£433.60) CHQ100354 - Dominic Sant - Expenses for Defib battery (£294.76)

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	<p>Bank Charges 29/11/21 - 28/12/21 (£9.00) CHQ100355 - Zurich Insurance renewal (£257.60) Bank Charges 29/12/21 - 28/01/22 (£11.00) Bank Charges 29/01/21 - 27/02/22 (£8.00) CHQ100356 - Village Hall donation (£220.00) CHQ100357 - Village Hall ground maintenance (£250.00) CHQ100358 - Pillerton PCC - Parish Newsletter (£40.00) CHQ100359 - Pillerton PCC - Churchyard Maintenance (£70.00) CHQ100360 - Ettington Community First Responders donation (£100.00) CHQ100361 - Ian Greenall Expenses (£70.85) CHQ100362 - Dominic Sant - Defib payments (£87.74) CHQ100363 - Ian Greenall Expenses (£106.36) CHQ100364 - HMRC Payroll (£108.40) CHQ100365 - Ian Greenall Expenses (£109.42)</p> <p>He reported the starting bank balance £19,043 and the closing balance £16,866</p> <p>Three cheques are still to clear and the bank statement on 19/04/2022 states cleared balance of £17,436</p> <p>Total income for financial year 2021/2022 was £3,243 which is comparable with the income for 2019/2020 which was £2,730. This was significantly lower than 2019/2020 which was £19,304 when we received £16,000 from the section 106.</p> <p>The total expenditure for 2020/2021 was £3,368. Making a Deficit for the year of £125 2020/2021 there was a surplus of £9,709 and in 2019/2020 a surplus of £292.</p> <p>It is important to note that £10,869 is ring fenced for the Section 106 and this years precept includes additional money in case we need to employ an external Clerk.</p>
8	<p>Parish Council Financial Audit to 31st March 2022</p>
8.1	<p>Annual Governance and Accountability Return 2021/22 AGAR</p> <p>Certificate Exemption – AGAR 2021/22 We can do this because our total gross income for the year or total gross annual expenditure, for the year did not exceed £25,000</p> <p>We are also able to confirm that:</p> <ul style="list-style-type: none"> • The authority was in existence on 1st April 2017 • In relation to the preceding financial year (2019/2), the external auditor has not: <ul style="list-style-type: none"> • issued a public interest report in respect of the authority or any entity connected with it • made a statutory recommendation to the authority, relating to the authority or any entity connected with it • issued an advisory notice under paragraph 1(1) of Schedule 8 to the Local Audit and Accountability Act 2014 (“the Act”), and has not withdrawn the notice • commenced judicial review proceedings under section 31(1) of the Act • made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration • The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

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	By confirming these conditions we can proceed to declare ourselves exempt. Those attending the meeting agreed with the exemption.
8.2	<p>Annual Governance As part of the Annual Governance Accountability Return we need to highlight that there are sound systems of internal control including arrangements for the preparations of the accounting statement. As a Parish Council we need to confirm that to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2022, that the Parish Council had all of the financial arrangements that Dominic read out to the meeting in place.</p> <p>A vote was taken to identify if the residents agreed with the Annual Governance Statement. This was agreed and signed by the Parish Council Chair and Parish Clerk.</p>
8.3	<p>Section 2 – Accounting Statements 2021/22 It was agreed that the Annual Governance and Accountability Return presented fairly the financial position of the Parish Council and its income and expenditure. This will be signed by the Responsible Financial Officer and Parish Council Chair.</p> <p>Residents can view the accounts at any time by arrangement with the Treasurer. A notice will be posted in the village noticeboard and on the parish website advertising when The Annual Governance and Accountability Return be made available for residents inspection for a period of 30 working days commencing 13 June and ending 22 July.</p>
8.4	<p>End of year accounts After many years support, John Ingall stepped back from the internal audit and we are very grateful for his years of help with the accounts. The internal audit for 2021/2022 was carried out by Jonathan Roberts and Dominic thanked him for his work. Jonathan confirmed in writing that all the objectives of the internal control were being achieved throughout the financial year to a standard adequate to meet the needs of the Parish Council</p> <p>Total income for financial year 2021/2022 was £3,243 which is comparable with the income for 2019/2020 which was £2,730. This was significantly lower than 2019/2020 which was £19,304 when we received £16,000 from the section 106.</p> <p>The total expenditure for 2020/2021 was £3,368. Making a Deficit for the year of £125 2020/2021 there was a surplus of £9,709 and in 2019/2020 a surplus of £292.</p> <p>It is important to note that £10,869 is ring fenced for the Section 106 and this years precept includes additional money in case we need to employ an external Clerk.</p> <p>The opening bank balance on 01/04/2021 was £7,282. The latest bank statement shows a balance at 31/03/22 of £16,991.</p>
9	Planning Application updates on live applications
9.1	22/00030/FUL Changes of use of agricultural building and associated parking area to commercial B1/B8 use at Dickensbury Farm for Mr Goodman. Comments by 23/05/22
9.2	22/00748/VARY Variation of conditions two (approved plans), three (materials), 10 (access), 12 (parking) and 16 (landscaping) of permission 19/00139/FUL (granted 27.06.2019) to regularise changes made during construction. Original description of development: erection of a three-bed dwelling house at Banbury Road for Mr Miller. Comments by 05/05/22
9.3	22/00834/LBC Installation of two rooflights at Sandpitt House for Mr & Mrs Moore. Comments by 19/05/22
9.4	22/00476/FUL Demolition of farm and light industrial buildings and erection of three new dwellinghouses with associated parking, amenity space, and landscaping in

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	replacement of three dwellinghouses permitted under 21/00982/COUQ and 21/03389/NDAZ at The Barn, Fulready Lane for Hicks Leys Ltd. Comments by 24/05/22
10	Any other Business
11	Date and Time of Next Meeting The 204 th Parish Council Meeting will be held on 20 th July 2022 at 7.30pm in the Village Hall
12	The Meeting was closed at 9.10pm and attendees were thanked all for their attendance.

Chair: Ian Greenall

Minutes: Sue Greenall

Date Signed: