

## BERKSWICH PARISH COUNCIL

### Minutes of Berkswich Parish Council Meeting held on Tuesday 4 April 2023 at 7.30 pm at Walton Village Hall

**Present:** Cllr Sue Francis (Chairman), Cllr Malcolm Millichap (Acting Secretary), Cllr Margaret Crossland, Cllr Graham Kilford, Cllr Ann Millichap, Cllr Alan Taylor, Cllr Tim Luker, Cllr Caroline Pearson.

**In attendance:** Three members of the public and Cllr. A. Cooper (SBC).  
Cllr S. Francis welcomed everyone to the meeting.

#### Public questions

There being no items from the public, the public session was closed.

- 23/28 Apologies** received from Cllr Ben Rowell as he was away and Sue Fullwood (Clerk to the Council) due to illness. **Resolved** that both apologies were accepted.
- 23/29 To record Declarations of Interest regarding items on the agenda.** None received.
- 23/30 Minutes of the Council meeting of 7 March 2023.** **Resolved** that the minutes of the Berkswich Parish Council meeting were a true record and should be approved and signed by the Chairman.
- 23/31 Update on matters arising which were not agenda items**  
The Council letter concerning environmental matters had been sent to the relevant Government Minister and a standard reply received, which had been circulated.
- 23/32 Reduction of the speed limit to 30 mph at Milford**  
We were informed the criteria for speed reduction was not met. Cllr Kilford suggested we obtain a copy of the criteria. Cllr Taylor said the Police were keen to meet with local people to consider issues and recommended the Clerk arrange a meeting with the Council and interested parties at Milford. **Action: Clerk**
- 23/33 Replacement of the bench at the end of Stockton Lane**  
It was pointed out that this location was outside of the Parish, therefore no further action.
- 23/34 Congestion around the garage on the Rise**  
It would appear that the approval granted by the Borough Planning Department was vague, which makes it difficult to raise objections. The use of the site is thought to be temporary, but this is not defined. The movement of vehicles and especially large vehicle transporters on the A513 and The Rise opposite the High School entrance, creates a danger. It was agreed we should seek support from the High School Head Teacher and then express our joint concerns for children's safety, to the Borough Council. **Action: Clerk**
- 23/35 Potential for having allotments**  
The Council does not own suitable land for this project, so will have to work with local landowners. It was suggested we could work with anyone who has a large, unmanageable garden and therefore "float" the idea in our Newsletter. **Action: Clerk.**

**23/36 Dignity at Work Policy and NALC Civility and Respect Pledge**  
Deferred to the new Council.

**23/37 Financial Matters:**

i. Bank Reconciliation and expenditure for March 2023. **Resolved:** approved

Bank Reconciliation as at 31 March 2023

Receipts			
Company	Description	Amount	Date Received
<b>Total Receipts</b>		<b>£0.00</b>	

Payments						
Paid to	Description	Invoice date	Cheque #	Gross Incl. VAT	VAT	Net
SLCC Enterprises Ltd	Clerks' Manual 2023	02/03/2023	750	£ 52.30	£ 0.80	£ 51.50
TGM	Extra cut March 23	30/03/2023	751	£ 447.00	£ 74.50	£ 372.50
ArB (Tree Care Specialists) Ltd	Walton Coppice Hedgerow	28/03/2023	752	£ 10,886.26	£ 1,814.38	£ 9,071.88
HMRC	Emper & empee NI, empee tax Mar 23	31/03/2023	753	£ 112.52	£ -	£ 112.52
Staffs Pension Fund	Emper & empee pension Mar 23	31/03/2023	754	£ 384.40	£ -	£ 384.40
Mrs S Fullwood	Clerk salary & expenses	31/03/2023	755	£ 1,428.10	£ 36.06	£ 1,392.04
<b>Total Payments</b>				<b>£ 13,310.58</b>	<b>£ 1,925.74</b>	<b>£ 11,384.84</b>

**Cashbook**

Opening Balance at 01.03.2023	9,360.04
Add:	
Receipts 01.03.2023 to 31.03.2023	0.00
Less	
Payments 01.03.2023 to 31.03.2023	13,310.58
Cashbook Balance at 31.03.2023	<b>-3,950.54</b>

**Current Account**

Bank statement Balance at 01.03.2023	11,725.13
Less payments made	2,223.78

Less: Unpresented Cheques	Chq No.s	Amount	
	729	£193.61	
	751	£ 447.00	
	752	£ 10,886.26	
	753	£ 112.52	
	754	£ 384.40	
	755	£ 1,428.10	
			<b>13451.89</b>

Add: receipts	0.00
Add: Unpresented Receipts	0.00
C/A balance 31.03.2023 carried forward	9501.35
Available funds in C/A	<b>-3950.54</b>

ii. Budget Report for March 2023. **Resolved:** approved.

**Budget Report March 2023**

RECEIPTS	Total	Budget	Outturn	
Precept	25,799	25,523	276	
Council tax support grant	1,231	1,231	0	
SBC (Concurrent Function Allowance)	1,507	1,507	0	
SCC Minor Highways Agreement	5,094	1,500	3,594	[Includes previous years]
Interest Stafford Railway BS A/c	592	185	407	[not in Current Acc.]
Interest Teachers A/c	375	125	250	
Interest Hampshire Trust	0	85	-85	
Transfer from Reserves	36,000	36,000	0	[From Hampshire Trust Acc. for playground]
Misc. Receipts (e.g. VAT reclaim & waylea	4,972	50	4,922	
<b>Total income</b>	<b>£78,293</b>	<b>£71,206</b>	<b>£ 7,088</b>	
Total received over budgeted amount for 2022/23			<b>£ 7,088</b>	

PAYMENTS	Total	Budget	Outturn	
Staff costs	17,847	14,700	-3146.95	
Office costs	4,900	4,082	-817.76	
Maintenance costs	16,891	14,300	-2591.22	
Additional maintenance	875	2,300	1425.00	
Play Area	29,477	21,100	-8376.64	
Capital purchases	-	-	0.00	
Community support	1,785	4,500	2715.40	
Projects	15,531	33,200	17668.99	(£10,910.75 Grant to come in from FIPL - w
<b>Total Expenditure</b>	<b>£87,305</b>	<b>£94,182</b>	<b>£ 6,877</b>	
Total underspend in 2022/23			<b>£ 6,877</b>	

**Earmarked Funds Allocation**

Elections	£10,000
Playground Equipment	£0
Crime Prevention Measures	£24,000
Walton Coppice Maintenance Fund	£12,500
Hollybush Coppice Maintenance Fund	£10,000
Asset Replacement Fund	£45,000
Environmental Care	£35,000
General Reserve	£9,399
<b>Total funds</b>	<b>£145,899</b>

iii. Cheque signatories for the immediate post-election period were discussed - it was proposed that current cheque signatories could continue to sign cheques until 31 July, 2023 to ensure smooth handover following election. **Resolved:** approved, with the exception of Cllr Kilford.

**23/38 Planning Matters**

- i. **Response to application 23/37087/FUL land at Home Farm, Milford** The massing of the proposed buildings would be intrusive to the AONB. The proposal represented intensification of business activity. It was unclear what would happen to the vehicles on site. Such development was contrary to environment policy in the AONB. It was proposed Council object. **Resolved:** Council would object to the proposals. **Action: Clerk**
- ii. **Response to applications 22/36522/COU and 23/37182/COU at 196/196a Main Road Milford** Whilst this was an extension of the garden, it was proposed that Council should object on the grounds that it could become residential development. **Resolved:** Council would object to the proposals. **Action: Clerk.**

**23/39 Reports from other Meetings**

- i. **Environment Group** - The group had met and reviewed the work done in Walton Coppice. Further review was needed. A wildflower meadow project was being considered. Contact was to be made with the local landowner to consider joint work to improve the environment.
- ii. **Village Hall Council of Management** - AGM has been held.

- iii. **Trent Valley Collaboration Group 9 March 2023** - The main item under discussion was meeting with the local police officers.

**23/40**

**Next Meeting**

The next meeting of the Parish Council is the annual meeting which will take place on Tuesday 9 May 2023 at 7.30 pm at Walton Village Hall. The Annual Parish Meeting will be held at 7.00 pm on the same date, at the same location.

The Chair thanked the Council for support over the last four years and closed the meeting at 20:10 hours.