



BUDBROOKE PARISH COUNCIL

Clerk: Veronica Poole

The Old Forge, Shrewley Common, Warwick CV35 7AP

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To all members of the Council

You are hereby summoned to attend an ordinary **meeting of Budbrooke Parish Council** to be held at Budbrooke Community Centre at 8pm on **Wednesday 6th September 2023** for the purpose of transacting the following business:

AGENDA

1. Public Participation

2. Register, Apologies & Declarations of Interest & Dispensations

3. Approve previous minutes

Approval of the minutes from the Parish Council Meeting of Wednesday 2nd August 2023

4. Agree Standing Orders, Financial Regs, Policies & Procedures

5. Matters arising

- (a) Tree planting, Heart of England Forest update
- (b) Dangerous parking
- (c) Overgrown hedges/trees
- (d) Dog waste bins
- (e) Fly tipping
- (f) Road signs
- (g) Mayne Close steps
- (h) Emergency exit from Millers site to Day Avenue

6. CIL Projects – update

- (a) Outdoor fitness space and Children's Play areas
- (b) Community Centre works – new roof
- (c) Red phone box

7. Planning

- (a) Discuss the updating of the Budbrooke Neighbourhood Development plan in view of the South Warwickshire Plan machinations
- (b) DRAFT ORDER : WM/5524 : PROPOSED STOPPING UP OF HIGHWAY AT HAMPTON VIEW, HENLEY ROAD, HAMPTON-ON-THE-HILL, WARWICK, CV35 8QX

8. Correspondence

- (a) Hampton Magna FC – proposal for playing fields

9. Parish Maintenance/Playgrounds

- (a) Review of outstanding maintenance work – report from Martin Davies
- (b) Bench in Montgomery play area to be repaired – Martin Davies
- (c) Playground equipment annual inspection – email received from Wicksteed

10. Community Centre/Village Hall items

- (a) Community Centre roof update

11. Newsletter/Website/Facebook update

12. Finance

- (a) To note bank reconciliation and approve payments
- (b) Complete new bank mandate form
- (c) Amend (AGAR) Annual Governance & Accountability Return 2022/23 form with Kenneth Dunn (Internal Auditor) and resubmit to Moore & Co (External Auditor)
- (d) Produce half yearly accounts, finance regulations and risk assessments
- (e) Parish Online – subscription £124.80 – update on whether this is required
- (f) Complete DPI (Disclosure Pecuniary Interest) forms

13. Any Other Business

14. Next meeting arrangements

The next meeting will be held on **Wednesday 4th October 2023** at 8pm in Budbrooke Community Centre

Veronica Poole

Clerk to the Council

1st September 2023