



Mappleborough Green Parish Council, Ankcorn House, Birmingham Road, Mappleborough Green, Warwickshire B80 7DJ
Telephone: 07749 729940 clerk@mg-pc.uk
www.mg-pc.uk

NOTICE OF MEETING

The next meeting of Mappleborough Green Parish Council will be held on Wednesday 6th September 2023 starting at 6:30pm at Studley Village Hall, High Street, Studley, B80 7HJ

The meeting is open to members of the public who are welcome to address the council at agenda item 5 (Public Forum). Comments and questions may be put to the Parish Council with regard to this agenda or for future consideration. Individual speaking time may be restricted at the discretion of the Chairman. No further representations may be made at any other time in this meeting unless invited.

Summons

Mappleborough Green Parish Council members are hereby summoned to attend this meeting of the council at Studley Village Hall, Mappleborough Green for the purpose of transacting the business detailed on the following pages.

Signed: *Liza Rose*
Clerk/RFO

Date: 1st September 2023

Agenda

- 1. Chair's welcome.**
The Chair will be pleased to welcome everyone to the meeting.
- 2. Apologies**
To receive apologies from absent members and record the reason for absence.
- 3. Declarations of Interest**
Members are reminded that to ensure transparency and retain public confidence in the council's decisions they are required to –
 - a)** Keep their Register of Interests form up to date
 - b)** Declare any Disclosable Pecuniary Interests (DPI) and any Other Registrable Interests (ORI) and any Non-Registrable Interest (NRI) relating to items on the agenda and the nature of those interests.
- 4. To consider grant of any dispensation requests**
Written requests for the council to consider grant of dispensation to a councillor who has declared an interest in any item on the agenda must have been delivered to the Clerk prior to the start of the meeting. If granted by the council at this point in the meeting, the dispensation will allow the councillor with the stated interest to stay in the meeting and/or speak and/or vote. If a dispensation is not granted, the councillor must leave the meeting when relevant.

5. **Public Forum (maximum duration for this agenda item will be 15 minutes).**
 a) Residents and members of the public.
 b) Stratford District Ward members are invited to report to the meeting.
 c) Warwickshire County Division member is invited to report to the meeting.
7. **To Approve the Minutes of :**
 116th meeting of the Parish Council on 26th June 2023.
8. **Finance: - To review, agree and note:**
- a) To receive the bank reconciliation up to 31st August 2023
 b) To receive receipts and payments up to 31st May 2023.
 c) To receive the Internal Audit Report, note the recommendations and agree next steps for progressing actions required. Full document provided separately.
 d) To approve the Annual Governance Statement for financial year 2022/23
 e) To approve Annual Accounting Statements for financial year 2022/23.
9. **To receive consultations from the Planning Authority (Stratford District Council).**
 Comment required.

Application Reference:	23/02052/FUL
Proposed:	Change of use of land for the stationing of 7no. mobile homes for holiday let purposes, erection of ablutions block and associated development.
At:	Dog Hill Farm , Birmingham Road, Mappleborough Green, Warwickshire B80 7DF

10. **To discuss and agree actions regarding the PC's unregistered postal address and current storage facilities.**
11. **To receive, review and agree the list of meeting dates for MGPC.**
12. **Clerk's Report: Updates from council officer to previous meetings and ongoing matters.**
- To note that the Clerk is seeking quotations for the re design of the PC's website and will report back to Council with prices and recommendations.
 - To note £40 fine received from Moore UK in relation to the 2022/23 AGAR and audit – see payments sheet.
13. **To agree actions of any work around the Parish**
14. **To note any items for Future Agenda**
15. **To Note Date of Next Full Council Meeting : 13th**

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Minutes of Mappleborough Green Parish Council held on Monday 26th April 2023, 6.30pm at Studley Village Hall, High Street, Studley, B80 7HJ

NB Minutes are draft until approved at the following meeting

Members present: Cllr M Berry, Chair; Cllr A Leyland, vice -Chair, Cllr K Badwal
Cllr J Palmer

In attendance Liza Rose – Clerk/RFO,
1 member of public.

Minute 15 Chairman's welcome.

The Chair welcomed everyone to the meeting.

Minute 16 Apologies

Cllr R Chadwick

Minute 17 Declarations of Interest

Members are reminded that to ensure transparency and retain public confidence in the council's decisions they are required to –

a) Keep their Register of Interests form up to date

b) Declare any Disclosable Pecuniary Interests (DPI) and any Other Registrable Interests (ORI) and any Non-Registerable Interest (NRI) relating to items on the agenda and the nature of those interests.

None received.

Minute 18 To consider grant of any dispensation requests.

Written requests for the council to consider grant of dispensation to a councillor who has declared an interest in any item on the agenda must have been delivered to the Clerk prior to the start of the meeting. If granted by the council at this point in the meeting, the dispensation will allow the councillor with the stated interest to stay in the meeting and/or speak and/or vote. If a dispensation is not granted, the councillor must leave the meeting when relevant.

None Received.

Minute 19. Public Forum (maximum duration for this agenda item will be 15 minutes).

a) Residents and members of the public.

There were **no** requests to speak.

b) Stratford District Ward members are invited to report to the meeting.

Cllr Ian Shenton sent in a written report which he summarised. Cllr Badwal raised a question regarding refuse collection and agreed to send relevant details to the Clerk, who would then forward to Cllr Shenton.

c) Warwickshire County Division member is invited to report to the meeting.

Cllr Kerridge sent in written correspondence, stating that he was currently looking into walking routes for those with disabilities and would advise in due course.

Minute 20. To Approve the Minutes of : 115th meeting of the Parish Council on 15th May 2023.

The minutes of the meeting were **approved**.

Minute 21. Finance: - To discuss and agree;

a) To approve the list of payments

b) To receive the bank reconciliation up to 31st May 2023.

c) To receive receipts and payments up to 31st May 2023.

d) To discuss and agree Financial Regulations

e) To receive, discuss and agree the Annual Governance and Audit review. – circulated separately

Items a to f were considered simultaneously and **could not be reviewed** due to the Clerk being unable to access information on a laptop.

f) To discuss and agree quotation received for new PC laptop.

It was **agreed** that the Clerk could continue with a purchase of a new laptop, due to failure of the current laptop. Members agreed that the purchase of the new laptop should include transfer of the Microsoft licence and one hours charge by the IT company for the setting up of the new machine.

Minute 22. To receive and review planning application consultations from Stratford DC (SDC)

Application Reference:	23/01605/FUL
Proposed:	Application for the erection of a substation, six ultra-rapid electric vehicle charge points, associated electrical equipment and the creation of 6 parking bays from a grass verge.
At:	Studley Garden Centre , Henley Road, Mappleborough Green, Warwickshire B80 7DR
Decision:	No objection

Minute 23. To review and agree MG PC Standing Orders

The review of Standing Orders had to be deferred due to IT issues.

Minute 24. Members to agree the addition of Cllr Leyland to the Unity Trust Bank account as an authorised signature.

Members **agreed** that Cllr A Leyland would be added to the Unity Trust Bank account.

Minute 25. To discuss and agree locations for additional noticeboards.

Members agreed that the Clerk should contact Highways with a request for the placement of a new noticeboard at The Dog Island (A435), in front of the Plant Nursery, facing the island. It was felt that parents walking their Children to school could review notices in a safe position. It was also agreed that the Noticeboard directly outside of the Mappleborough Green Village Hall required replacement and, that quotations would be requested.

Minute 26. Clerk's Report: Updates from council officer to previous meetings and ongoing matters.

- To note that the Clerk will attend the Police Quarterly review meeting on Tuesday 27th May 2023 and will report back to members.
- To note that the Clerk now has access to Unity Trust Internet Banking.
- To note the new Facebook page for Mappleborough Green PC.

13. To agree actions of any work around the Parish

Members reported rotten, wooden flower boxes. Cllr Palmer agreed to speak to a local group in the neighbouring village about their more modern, plastic flower boxes and obtain prices before going ahead and replacing the wooden boxes. Should this cost be too high then members approved the cost of £57.58 (noting that the quotation was minus any labour charges as an act of kindness) to replace the wooden flower box outside of the Haywood Lodge Carehome. The Clerk advise council of the UK Prosperity Fund, which could be applied for in this instance.

14. To note any items for Future Agenda

None noted.

15. To resolve to close the meeting to the public to allow for discussion of matters relating to a lease. Public Bodies (Admission to Meetings) Act 1960.

Members agreed to close the meeting to discuss matters relating to a potential lease. See confidential minutes dated 26th June 2023.

16. To Note Date of Next Full Council Meeting : 28th August 2023

Members noted the next PC meeting date.

This meeting closed at 7:50pm

Signed:

Chair, Mappleborough Green Parish Council

Date:.....