

**Newbold Pacey and Ashorne Parish Council**  
**Parish Council Meeting**  
**Wednesday 3<sup>rd</sup> July 2024**  
**AGENDA**

Contact Address: 12 St Michaels Close, Ufton, Leamington Spa, CV33 9PA

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**To all Parish Councillors**

**28<sup>th</sup> June 2024**

You are hereby summoned to attend a meeting of Newbold Pacey and Ashorne Parish Council to be held on Wednesday 3<sup>rd</sup> July 2024 in Ashorne Village Hall commencing at 7.30 pm for the purpose of transacting the following business.

Members of the public and press are welcome to attend the meeting.

**1. Record of Members Present**

**2. Apologies for Absence**

**3. Acceptance of Apologies**

**4. Declaration of Interest**

Councillors are reminded that they **MUST** act solely in the public interests and should never improperly confer an advantage or disadvantage on any person to act or gain financial or other material benefits for yourself, your family, a friend, or close associate.

**5. Dispensations**

To receive and consider granting dispensation requests.

**6. Open Forum (15 mins)**

Members of the public may raise any matter relating to items on the Agenda here. Members of the public to speak for no more than 3 minutes each.

WCC / SDC Representatives Reports

**7. Minutes**

**7.1** Minutes of the Annual Parish Council meeting held on 1<sup>st</sup> May 2024. Enclosure A

**7.2** Minutes of the Parish Council meeting held on 1<sup>st</sup> May 2024. Enclosure B

**8.0 Planning**

**8.1**

Planning App	Address	Proposal	Comments due by
24/01404/LBC	Newbold Pacey Hall, Newbold Pacey, Warwick, CV35 9DP	Removal of 2 modern partition walls on second floor and making good.	12 <sup>th</sup> July 2024

**8.2** No planning decisions have been received since the last meeting held on 1<sup>st</sup> May 2024.

**8.3** Appeal APP/J3720/W/23/3320698  
Dismissed.

**9. Financial Reports**

**9.1 Financial Report for the period 01.04.22 – 30.06.24**  
Enclosure C

**9.2 Bank Statements and bank reconciliation**  
For the period 01.05.24 – 31.03.24 Enclosure D  
For the period 01.06.24 – 30.06.24 Enclosure E

**9.3 Direct Debit payments made since 1<sup>st</sup> May 2024** Enclosure F

<b>Name</b>	<b>£</b>
Water Plus	18.49
Water Plus	12.87
Hugofox Ltd	11.99
Hugofox Ltd	11.99
Clerk salary May 2024 paid 01.06.24	
Clerk salary June 2024 paid 01.07.24	

**9.4 Payments made since last meeting held on 1<sup>st</sup> May 2024** Enclosure G

<b>Name</b>	<b>£</b>
Wrigleys Solicitors (Newbold Solar Farm)	1950.00
Cloudnext (.gov.uk domain)	12.00
Cloudnext email hosting for one year for all accounts	59.98

**9.5 To authorise the following payments –** Enclosure H

<b>Name</b>	<b>£</b>
Eleanor Choudry Internal Audit Report fee	230.00
Open Spaces Annual renewal	45.00
WALC – Chairman Training and Employment Legislation (Cllr Struthers)	78.00

**9.6 Annual Governance and Accountability Return 2023/2024. Annual Internal Audit Report 2023 – 2024 and written audit report from Internal Auditor** Enclosure I  
To receive, note and adopt documents accordingly.

**9.7 Annual Governance and Accountability Return 2023/2024 Part 2 – Certificate of exemption authorisation.** Enclosure J  
Authorisation of Certificate of Exemption by Chairman and Responsible Financial Officer

**9.8 Annual Governance and Accountability Return 2023/2024 Section 1 – Annual Governance Statement 2023/2024** Enclosure K  
For all Councillors to consider and determine approval of the Annual Governance Statement 2023/24

**9.9 Annual Governance and Accountability Return 2023/2024 Section 2 – Accounting Statements 2023/2024** Enclosure L  
For all Councillors to consider and determine approval of the Accounting Statements 2023/24

**9.10 Risk Assessment** Enclosure M  
To accept and adopt the Risk Assessment

**9.11 Parish Council Assets** Enclosure N  
To receive the report from Cllr Darnell and determine any necessary actions

**9.12 Unity Trust** Enclosure O  
Account signees to sign letter to authorise change of email address

**10. Solar Farm – Community Benefit**

**10.1** To consider accepting and authorising the Community Benefit deed from Innova Deed and information received from Nova emailed to Cllrs on 18.06.24.

**10.2 Issues/concerns about Elms Solar Farm raised by a neighbouring parish**  
To confirm it NPA Parish Council has any concerns and to agree any action required.

**11. .gov.uk domain, grant award, email and website update**  
The Clerk to update the Parish Council

**12. Jubilee Tree Memorial**  
Royal British Legion are out of stock of memorials, to agree new replacement sign

**13. Lengthsman**

**13.1** Cllr Marshall to update Councillors following his meeting with the Clerk of Wellesbourne.

**13.2** To agree any action following on from this meeting (noticeboards)

**14. Standing Orders**

To determine if the Parish Council accept the Model Standing Orders in their current format or if they wish for the "Data Processing" sections to be moved and grouped together. (email sent to Cllrs 21.06.24 containing advice from NALC).

**15. Newbold Pacey & Ashorne Village Welcome Pack Enclosure P**

To determine if the Parish Council wish to maintain support for the Welcome Pack and if any amendments are required. How the Welcome Pack is to be provided – paper version/electronic version.

**16. Items for next Agenda**

**17. Motion to move into Confidential Session**

"At the conclusion of this part of the Agenda, the Chairman will move the following resolution: That under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the meeting as publicity would be prejudicial to the public interest because of the nature of the business to be transacted".

Items for discussion: Clerks Contract of Employment – notice period for termination

**18. Date of Next Meeting 4<sup>th</sup> September 2024**

**Jackie Chapman**

**Clerk to the Parish Council**