



FULL COUNCIL MINUTES

Tuesday 9th May 2023. Dordon Village Hall.

Present: Cllr Mr B.Melia (Chair), Cllr Donna Watts, Cllr Davina Ridley, Cllr Mr S Ridley, Cllr Mr J Winter, Cllr Ms B.Garratt, Cllr Mr Adam Archer, Cllr Mr Dave Gorringe.

Locum Clerk: Mr D.Reilly.

WCC Cllr Andrew Wright.

There were no members of the public in attendance.

362 Apologies and acceptance of reasons for absence. No apologies were received.

363 Public Participation. No matters were raised.

364 Declarations of interest. No interests were declared.

365 Minutes of meeting 11th April 2023. The minutes of the Full Council meetings held on the 11th April 2023 were received and adopted.

366 Matters arising.

Minute	Details	Status
256 11/10/22	Honours Board.	Ordered
289 13/12/22	Website	Live
295 12/12/22	Legal Advice – Freasley Common	Live
324 21/02/23	Village Hall painting competition.	Live

367 Update briefing on Parish Council Local Elections 4th May 2023. The clerk gave an update on the local government elections on 4th May 2023.

368 Annual Report to the Council from the Chairman of Dordon Parish Council 2022/2023. Cllr Melia gave a report from the outgoing chairman of Dordon Parish Council for the administrative year 17th May 2022 to 9th May 2023.

Cllr Melia thanked his fellow councillors, and parish council staff for their commitment and dedication to being an active contributor to improving the quality of life of parish residents and to improving the physical environment within the parish.

Cllr Melia celebrated the 'hands on' achievements of the parish council in dealing with all staffing and employment matters for parish council employed staff, in sorting the Health and Safety policy and practices for the village hall, and in making improvements to the maintenance and upkeep of the village hall.

Cllr Melia noted the considerable achievement of Neighbourhood Plan Working Group in submitting Draft Dordon Neighbourhood Plan to the Inspector for consideration and adoption. He thanking all councillors involved and recognised the contribution of Mr Mark Doggett to the working group.

Cllr Melia thank Cllr Beverley Garratt for all of her incredible work in researching and preserving the heritage of the parish and thank Cllr Garratt and her partner for their help and support in managing the parish council's website. Cllr Melia wished Cllr Garratt well as she did not re-stand for election to the parish council.

Cllr Melia thanked Cllr Neil Champman for his support for the parish council and noted that Cllr Chapman too had decided not to re-stand for election.

Cllr Melia also recognised that Cllrs Peter Morson and Cllr Carmel Morson had chosen not to re-stand for election and so had brought to end an long and distinguished period of public service for Dordon community for over thirty years. Cllr Melia was joined by all councillors in wishing Cllrs Peter and Carmel Morson well and thanking them for all that they have done for Dordon.

369 Update from NWBC & WCC. Councillors offered their congratulations to Cllr Melia and Cllr Ridley on their election to North Warwickshire Borough Council.

370 Finance update. Councillors scrutinised account balances and transactions from 11th April to 9th May 2023. No matters were raised.

1. Unity Trust Bank. Account 20449861. General Account.

Balance on 9th May 2023 = £23,669.17p

2. Unity Trust Bank. Account 20465366.

Balance on 9th May 2023 = £17.82p

3. Unity Trust Bank. Account 20465379.

Balance on 9th May 2023 = £158.19p

4. Unity Trust Bank. Account 20449874. Village Hall Funds.

Balance on 9th May 2023 = £24,647.83p

5. Petty Cash

Balance on 9th May 2023 = Nil

TOTAL DISPOSABLE PARISH COUNCIL FUNDS = £48,493.01p

371 Internal Audit 2022/2023. Councillors considered the Section 1 Annual Governance Statement for the internal and external audit. internal auditor for the fiscal year 2022/2023.

- 1) We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements. **Agreed.**
- 2) We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness. **Agreed.**
- 3) We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances. **Agreed.**
- 4) We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations. **Agreed.**

appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required. **Agreed.**

6) We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control. **Agreed.**

7) We took appropriate action on all matters raised in reports from internal and external audit. **Agreed.**

8) We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements. **Agreed.**

9) The parish council noted that it does not manage any trust funds. **Agreed.**

Motion: That the clerk completes the answers to Sec 1 of the Annual Governance Statement 2023/23 accordingly.

Proposed Cllr Melia.

Seconded Cllr Winter.

Resolution Agreed.

372 Annual Governance and Accountability Return 2022/2023. Councillors consider and agreed the draft Section 2 – Accounting Statements for 2022/23 AGAR submission.

Motion: That the clerk submits the Annual Governance and Accountability Return 2022/2023 to the internal auditor.

Proposed Cllr Melia.

Seconded Cllr Winter.

Resolution Agreed.

373 Planning Applications and consultations. To consider consultation responses to submitted Planning Applications. **Clerk.**

Reference	Details	Status
PAP/2023/0142	Unit E4. Birch Coppice Business Park Pooley Hall Drive. Dordon. Tamworth. B78 1SZ. Erect a small external structure attached to the main building, as an external Paint Booth required for their training programme.	No objection. Extraction system to be reviewed to ensure no harmful matter is released airborne.
PAP/2023/0173	Unit E4. Birch Coppice Business Park Pooley Hall Drive. Dordon. Tamworth. B78 1SZ. Advertisement Consent for 3 no.fascia signs.	No objection. Lights to be turned off at night

374 Zoom subscription.

Motion: That the clerk renews the Zoom subscription.

Proposed Cllr Melia.

Seconded Cllr Winter.

Resolution Agreed.

375 Correspondence. Councillors consider correspondence received by the parish council.

Item	Subject	Status
Ongoing various emails correspondence	Eon Next Refund	Live
Email 1.03.23	Securitas Alarm System.	Live

25.04.23 Email.	NP Inspectors Fact Check Review.	Live
06.03.23 Online	BT Broadband. Mandatory price increase from £27.54 to £32.72.	1 year contract to 1 st July 2023.

376 Parish Councillor Reports.

Cllr S.Ridley noted that the Polesworth Neighbourhood Plan was out for consultation. Dordon Parish have not yet received any formal request to reply to the consultation.

Cllr S.Ridley updated the meeting on works to paint white lines on the Browns Lane shops parking bay and village hall car park.

Cllr S.Ridley celebrated the initial congratulatory feedback from the Planning Inspector on the submission of the draft Dordon Neighbourhood Plan

377 Date of Next Meetings:

- Tuesday 6th June 2023.