BARFORD SHERBOURNE & WASPERTON JOINT PARISH COUNCIL

Minutes of the Meeting of the Joint Parish Council held in Barford Memorial Hall on Mon 12th October 2026

Present:	Chair: Cllr J V Murphy Cllrs: J T Barrott, R Clay, B Ranner, M J Sheard, Mrs K Thomson, H Gadsden, Mrs E Crow, J M Hawkesford
Apologies:	Cllrs:, Mrs R Newsome, J Billingham, T Merrygold, P Phillips
In attendance:	

67 Opening
The meeting opened at 7:30 pm.

68 Declarations of Disclosable Interests
Cllr J T Barrott – item 59 Cllr Barrott is an existing trustee of the Barford Relief in Need Charity
Cllr J V Murphy – item 59 Cllr Murphy is related to Chris Murphy who has expressed an interest in being being considered for the appointment of trustee.

69 Public Question Time
2 Members of the public present.
Mr John Collins requested 4 minutes to speak about offering 8 defibrillators and cabinets, free of charge, to the JPC. He currently runs a charity which supplies defibrillators, however due to health issues the charity is being wound down. He is stopping with family in Barford and would like to offer the village the remaining stock of 8 defibrillators. He would also be willing to utilise charity funds to purchase 8 defibrillator cabinets.
The JPC would be required to provide Mr Collins with a letter confirming that the defibrillator equipment had been donated to the village, enabling Mr Collins to satisfy the conditions of the Charities Commission.
Clerk to contact Mr Collins, by e-mail, to establish the make and model of defibrillator, pads and cabinet. This will allow the JPC to calculate the ongoing costs of maintaining the units in the event that they accept this generous offer.

70 Minutes of the JPC Meetings for approval
JPC Meeting 14th September 26
JPC Planning Meeting 14th September 26

The JPC adopted the minutes as a true record

Financial Reports

71 Cash Book Balances as at 30th September 26
HSBC £ 5,163.79
HSBC Savings £204,938.91
The JPC took note

71.1 Receipts and Payments

Date	Payee	Category	Total
01-Sep-26	Stripe	BSC	£371.78
02-Sep-26	WCC County Fund	Grant for Bench Restoration	£3,650.00
02-Sep-26	Nest	Pension	-£100.49
02-Sep-26	Moore	External Auditor Fees	-£378.00
02-Sep-26	Defib Supplies (reimb Clerk)	Defib Exp	-£220.80
09-Sep-26	Streetmaster	Memorial Bench	-£1,104.00
09-Sep-26	Employee 3	Employment Exp Salary	-£125.90
10-Sep-26	Octopus Energy	KGF	-£32.72

15-Sep-26	D M Hadley	Allotments Ground Rent	-£172.00
15-Sep-26	R J Smith	Allotments Ground Rent	-£172.00
22-Sep-26	Savings Account Interest	Savings Account Interest	£181.32
24-Sep-26	J T Window Cleaners	Bus Shelters	-£60.00
25-Sep-26	JPC Office	JPC Office	-£75.00
28-Sep-26	Employee 1	Employment Exp Salary	-£1,462.99
30-Sep-26	WDC	Precept Payment	£39,750.00

The JPC endorsed these transactions

71.2 Management Accounts to September 26

Executive Summary September 26

SEPTEMBER MANAGEMENT ACCOUNTS 2026/27							Budget Analysis	
	Bdgt 25-26	Act 25-26	Bdgt 26-27	Comment	YTD	FOO	Diff Act and FOO	Reason
RECEIPTS								
Allotments Rents	£1,812.00	£2,358.00	£1,850.00	Reflects a 1.7% increase in rents + insce £3.00 total £45.30	£81.00	£1,850.00	£0.00	
Bank Interest	£700.00	£1,428.00	£1,000.00	Deposit A/c Sweep facility to maximise interest	£1,048.86	£1,750.00	£750.00	Under Budgeted
BSC	£1,320.00	£2,276.00	£1,884.00	Est 10% increase on 2025/26	£1,817.29	£2,000.00	£116.00	
Rectory Paddock Parking					£50.00	£50.00		
Precept	£71,500.00	£71,500.00	£79,500.00		£79,500.00	£79,500.00	£0.00	
VAT (prior year)	£9,500.00	£9,286.00	£5,500.00		£4,715.15	£4,715.00	-£785.00	Under Budgeted
WCC Grant Notice Board		£3,645.00					£0.00	
Wayleave	£4.87	£5.00	£5.00			£5.00	£0.00	
Memorial Bench x2		£2,879.00			£4,423.20	£4,423.00	£4,423.00	offset by purchase in outgoings
WCC Grant Bench Restoration					£3,650.00			
TOTAL RECEIPTS	**£84,836.87**	**£93,377.00**	**£89,739.00**		**£95,285.50**	**£94,293.00**	**£4,504.00**	
PAYMENTS								
Allotments Hire of Land	£694.00	£688.00	£694.00	5-year review. Increase to £694 from Sep 24	£344.00	£694.00	£0.00	
Allotments Maintenance/Insce	£110.00	£137.00	£250.00	Discretionary increase	£173.50	£379.00	£129.00	Allotment Insce Refunds
Allotments Water Supply	£255.00	£576.00	£850.00	Increased due to significant price increase, difficult to predict as weather dependant	£149.71	£850.00	£0.00	
Allotments Pest Control	£240.00	£130.00	£330.00	Mole Contract	£120.00	£330.00	£0.00	
Audit Fees	£1,000.00	£936.00	£1,029.00	10% increase applied to 26/27 costs	£693.00	£693.00	-£336.00	over budgeted
Bank Charges	£120.00	£47.00	£40.00	Decreased due to change in HSBC charging structure	£9.00	£40.00	£0.00	
BSC	£120.00	£115.00	£120.00	Website charges - no increase past 3 years	£120.84	£120.00	£0.00	
SF (KGF)	£0.00	£0.00					£0.00	
Bus Shelters Maintenance	£650.00	£1,110.00	£1,256.00	5% cautionary increase plus additional £500 in case of vandalism	£360.00	£1,256.00	£0.00	
Bus Shelter Refurbishment	£0.00	£0.00					£0.00	
Chairman's Allowance	£650.00	£1,270.00	£655.00	3.8% increase (CPI sept 25)		£655.00	£0.00	
Election costs	£2,500.00	£0.00	£2,500.00	Incremental rise - to reach 15k (10k in reserves)	£0.00	£0.00	-£2,500.00	2.5k moved to reserves
Employment Expenses	£20,000.00	£20,599.00	£21,636.00	Assuming 3% pay increase (no change to NI/PAYE)	£10,189.79	£21,636.00	£0.00	
Grants: Churchyard Maintenance	£1,791.00	£1,791.00	£1,859.00	Indexed (3.8% Sept 25)	£1,860.00	£1,860.00	£1.00	
Grants: Community Centres	£4,558.00	£4,557.00	£4,730.00	Indexed (3.8% Sept 25)	£4,728.00	£4,728.00	-£2.00	
Insurance Premium	£4,200.00	£4,012.00	£4,112.00	2.5% increase applied to 26/27	£2,760.72	£2,761.00	-£1,351.00	Move to Zurich
KGF/	£7,500.00	£4,217.00	£6,000.00	Budget increased to accommodate unpredicted expenses	£1,912.19	£6,000.00	£0.00	
KGF Mowing Charges	£5,000.00	£4,505.00	£6,666.00	Contract reviewed - £9115 for 2026 - 10k split between KGF & Other Mowing Chgs	£2,114.70	£6,666.00	£0.00	
Memorial Benches		£2,268.00		Streetmaster charge - fitting costs still to be applied	£3,432.00	£4,423.00	£4,423.00	Offset by donation in income
Mowing Charges	£2,500.00	£2,030.00	£3,333.00	Contract reviewed - £9115 for 2026 - 10k split between KGF & Other Mowing Chgs	£1,924.26	£3,333.00	£0.00	
Newsletter	£3,250.00	£3,254.00	£3,378.00	Indexed (3.8% Sept 25)	£3,378.07	£3,378.00	£0.00	
Noticeboards Repair/Replace	£3,000.00	£4,643.00					£0.00	
Office Accommodation	£900.00	£900.00	£900.00	No Change	£450.00	£900.00	£0.00	
Open Spaces Maintenance/	£5,250.00	£6,228.00	£6,000.00	Budget nominally reduced as tree report and works carried out in 25/26	£330.00	£6,000.00	£0.00	
Payroll Administration	£600.00	£527.00	£615.00	2.5% increase applied to 26/27	£245.70	£615.00	£0.00	
Pest Control (OSM)	£350.00	£300.00	£350.00	Budget remains in case of pest problem		£350.00	£0.00	
Postage	£100.00	£0.00	£100.00	Predominantly for sending allotment contracts		£100.00	£0.00	
Printing and Stationery/office	£200.00	£240.00	£150.00	Budget reduced - very small expenditure		£150.00	£0.00	
Rectory Paddock	£734.00	£733.00	£550.00	Fixed annual charge (arrears incl 24/25) Next rent review 2027	£733.00	£733.00	£183.00	Payment in April relates to previous
Section 137	£30.00	£3,625.00	£1,000.00	25/26 included Stop the Quarry Donation and Defib costs. Budget reduced for 26/27	£493.20	£1,000.00	£0.00	
Subsidiary Powers LGA72 s111 Total	£1,000.00	£1,361.00	£1,000.00			£1,000.00	£0.00	
Subs: SLCC	£228.00	£200.00	£220.00	Figure based on previous years increase		£220.00	£0.00	
Subs: WALC	£790.00	£761.00	£784.00	3% increase applied to 26/27 costs	£797.00	£797.00	£13.00	Increase higher than expected
Tech Gov	£3,000.00	£554.00	£3,000.00	Parish Online annual fee £528, costs associated with Community website/FB?	£812.99	£3,000.00	£0.00	
Training and Seminar Expenses	£500.00	£402.00	£2,500.00	Budget increased to accommodate CILCA costs for Clerk and increase in Councillor training	£540.00	£2,500.00	£0.00	
Travel Expenses	£100.00	£32.00	£100.00	No increase to budget		£100.00	£0.00	
Venue hire	£50.00	£40.00	£50.00	No increase to budget	£44.00	£50.00	£0.00	
War Memorial Wasperton	£130.00	£124.00	£130.00	Nominal increase	£68.00	£130.00	£0.00	
Youth Advisory Board	£1,000.00	£164.00	£1,000.00	Recommended by Cllr Ranner		£1,000.00	£0.00	
TOTAL PAYMENTS	**£73,100.00**	**£73,076.00**	**£77,887.00**		**£38,583.67**	**£78,447.00**	£560.00	
Difference:	**£11,736.87**		**£11,852.00**		£56,701.83	**£15,846.00**	**£3,944.00**	Diff between Act Budget & FOO

EXECUTIVE SUMMARY SEPTEMBER 26		
Opening balance 2025-26	153,400	
Excess of Income over Expenditure 2025-26	15,846	
Closing balance 2025-26	**169,246**	
Designated Funds		
Barford Leisure Improvement Scheme:		
Barford Sports Club	12,366	Self funding
King George's Field	8,597	Includes residue of third-party start-up funding
Sinking Fund	40,000	Funded from Precept; for long-term capital needs
Barford Telephone Kiosk	200	Barford Heritage Group bond for future costs
Barford War Memorial	470	Raised by public subscription
Contested Election Costs	12,500	JPC policy to maintain this reserve (2.5K increase 25/26)
Key Man Insurance	17,300	75% of employment costs and office accommodation
Neighbourhood Watch	100	Current Balance
Memorial Benches	991	Residue of donation after expenses
Total Designated Funds	**92,524**	
SUMMARY 2024-25		
Closing balance	169,246	
Designated Funds	(92,524)	
Discretionary Reserve	**76,722**	

The JPC approved the Management Accounts to September 26

71.3 Bank Reconciliation

Bank reconciliation - BSW JPC		
Month September 26		
Prepared by Helen Dexter (Clerk/RFO)		
Balance per bank statements as at 30 September 2026:	£	
HSBC - Closing balance from Sep 26 Bank Statement	£5,163.79	
HSBC Savings - Closing balance from Sep 26 Bank Statement	£204,938.91	
Net bank balances as at 30 September 2026	£210,102.70	
The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:		
CASH BOOK:		
Opening Balance - HSBC C/A & Savings A/C balance 1st July 2026	175,800.86	A
Add: Receipts July - Sept 26	51,490.28	B
Less: Payments July - Sept 26	-17,188.44	C
Closing balance per cash book as at 30 September 2026	210,102.70	
To be checked and signed by Cllr Billingham.		

Cllr Billingham was unable to attend the JPC meeting due to ill health and will sign off the September 26 Bank Reconciliation at the November JPC meeting.

72 Bio Diversity Policy

The Clerk will draft the Bio Diversity policy, and framework for the action plan, to be adopted at the November meeting.
The JPC agreed to form a Sub-Committee to complete the Bio Diversity action plan. Initial members will be Cllr Ranner and Cllr Sheard, with the addition of a representative for Sherbourne/Wasperton to be decided at the November meeting.

73 Policy for Review – Social Media Editorial Policy
The following amendments were made to the Social Media Editorial Policy:
All social media accounts to be registered to the Clerk's e-mail address.
The following members will be given access to passwords and accounts – Cllrs B Ranner, J Barrott and Mrs K Thomson

The JPC agreed the amendments to the policy.

74 Village Voices Contract
Cllr Ranner suggested that it would be useful to survey households to gain feedback from the Village Voices readership. Cllr Ranner would be willing to put together the survey which would be available to complete in writing (via Village Voices Magazine) on the website and also on socials.
Feedback from the survey will give valuable insight when considering future decisions regarding the magazine.
In the meantime he proposed that the contract be renewed for a 12 month term, rather than a three year term.
This would mean that the April 2027 expenditure will be the April 2026 fee of £3378.07 indexed to the CPI, as at the respective prior September value.

JPC agreed, both decisions carried unanimously.

75 Appointment of Trustees – Barford Relief in Need Charity
The Charity currently has three vacancies.
Two current Trustees, Mr Matt Adam (Vice Chair) and Mr Scott Warren, terms of office expire on 14th November and a part-term appointment has arisen following the recent passing of Mr Rod Scott.
Both Trustees whose office expire in November have stated they are willing to let their names go forward to the JPC for re-appointment for another 4 year term wef 15th November.
There has also been one expression of interest from Mrs Chris Murphy.
JPC to appoint two four year trustees and a further trustee to complete Mr Scott's term, therefore retaining the usual rotation of trustees.
It was proposed that the two current trustees renew their terms of office for a further 4 years and Chris Murphy completes the current term which will expire in November 2028.
Cllr Mrs Thomson wished it to be noted that Chris Murphy will be an excellent addition to the board of Trustees.

JPC agreed, carried unanimously.

76 Neighbourhood Governance Structure
Carried forward to November meeting

77 Octopus Energy Tariff
JPC reviewed 12mth, 24mth and Flexible tariff.
Approx £1 per month difference between 12 mth and 24mth fixed plan
Electricity Tariff 24 mth fixed plan
Unit price 26.10p per kWh
Standing charge 69.12p per day

JPC unanimously agreed to renew at 24mth fixed rate at an estimated monthly cost of £49.06

78 FREE trees, hedgerows, wildflowers and bulbs for town and parish councils

Clerk to contact Olivia Williams, the Dunsmore Living Landscape Community Engagement Officer to arrange a meeting to review the JPC Open Spaces and decide if we have any appropriate areas that could benefit from additional planting.

Clerk to update at November JPC Meeting

79 Items not on this agenda

- Cllr Murphy confirmed that following the removal of the finger post sign for The Glebe Hotel, he had now received a quote for a replacement BYCC sign and this would be an agenda item at the November meeting.

- Cllr Sheard had noticed that a number of bolts and straps on the recently renovated benches appear to be fitted incorrectly. Cllr Murphy advised that a number of the original bolts had corroded and been replaced. The bolts will be cut down and finished properly and the straps adjusted where necessary.
  Cllr Barrott noted that a number of residents had commented on how good the renovated benches looked.

- Cllr Gadsden brought to the attention of members the slippery surface of the tennis courts at KGF. He had recently visited the tennis courts in St Nicholas Park, Warwick which have been repainted with a grippy type surface. Cllr Gadsden to contact WDC to establish what they are using and the cost involved and report back to JPC.

- Cllr Gadsden commented that the leaves had started to fall and would need clearing from the MUGA He was looking for volunteers to help sweep up/ vacuum up the leaves. Cllr Murphy will put a request in Village Voices for volunteers. Cllr Gadsden will speak to the Dads Football team to also request volunteers to help clear the leaves.

- Cllr Ranner had been approached by residents who were concerned about the dead tree at the BYCC. Cllr Murphy confirmed that the PCC were aware of the tree and Tim Seward was dealing with the issue

- Cllr Ranner also mentioned the ongoing issue with parking at the BYCC, particularly on Squirrels and Beavers evenings. Cllr Murphy will raise the issue at the next BYCC Trustees meeting.

80 Closure
There being no further business, the meeting closed at 8.40pm

81 Date of Next Meeting
Monday 9h November 26