

# Minutes

Keresley  
Parish Council

## *of PC Meeting 5th August 2014*

Present: Jim Passmore, Walter Milner (Acting/Vice Chair), Malcom Jackson, Dorothy Hall

**1. Apologies :** Allan Owens, Sandra Camwell

**2. Minutes of the last meeting**

Were accepted as correct.

**3. Declarations of interest**

None

**4. Items for discussion from the floor**

Galley Common mentioned in Telegraph

**5. Road Repairs**

Coventry City Council have repaired part of the road but not touched the part that was in the worst condition. Someone had complained about the state of the road for horses and bikes. Councillor Milner has sent an email to CCC about fixing Bennetts Road South and sent a second email to find out if the damaged stretch will be repaired. Councillor Milner will try to clarify the situation.

**6. Meeting Date Policy**

It is proposed by Council Milner that 'At the end of every meeting councillors check that they are available to attend the next and that the date be adjusted if any councillors know that they can't attend.' Proposed by WWM and seconded by Jim Passmore. Passed by councillors present.

**7. News Media Policy**

A media policy was presented - as attached to these Minutes. This was proposed by Malcom Jackson and seconded by Dorothy Hall. This was passed nem con.

It was agreed that it would be possible to make news releases to the Media.

**8. Finance Report**

The price of printing was discussed, the council may be able to get leaflets printed for free from a man living near Sandra. To be investigated.

Malcolm will ask about insurance at the Rugby Club, to see if we need all the cover. Also ask WALC 's advice.

The Partish Council will prepare a budget in November for the next financial year, and review the current year's budget at the next meeting.

A letter is to be signed by all signatories agreeing that the bank statements should in future be sent directly to the clerk. Walter will take the letter to Sandra Camwell, Dorothy Hall and Allan Owen for them to sign as soon as possible.

The current cash book and bank reconciliation statement were presented and approved, and are attached to these Minutes.

**9. Green Belt Campaign**

It was agreed to ask WALC if we are allowed to keep a separate 'Save the Green Belt account alongside the Parish Council Account.

i) Can the Parish Council raise money specifically for defending the Greenbelt? ii) The Parish Council must define precisely what the monies are for - publicity, leaflets ..., iii) State that it is for the Parish Council area and the surrounding areas too.

We can publicise this when we need it.

### **10 Any Other Business**

A Parish Poll would cost about £2,500 to conduct this officially, which was considered to be too expensive.

It was suggested that a note be placed in the Newsletter saying that the Parish Council intends to continue the fight to defend the Greenbelt. Invite comments on the Parish Council website.

The Pegasus Planning Application has not yet been accepted as a valid.

It was agreed to liaise with Kerags, Finham and surrounding councils to unite in opposition.

There will be a meeting of the Longford CAN which some people will go to. It was also agreed to have a Kerags meeting at D Hall's house on Friday 15th August. An email confirming the meeting for 7 pm must be sent out.

It was proposed that a co-ordinated march from all surrounding villages to Coventry City Councilhouse be arranged (possibly at the same time as the next Coventry City Council Meeting. (Check for date & time)

D Hall will put the Parish Council newsletters on the noticeboard or link it to the church website.

Also the link to find what people died in WWI where you live on the website.

More leaflets are to be printed for Tony to deliver.

D Hall and J Passmore are putting together a dossier of local trees to see if more of them can have Tree Protection Orders placed on them.

It was decided that as yet it was not appropriate to video Parish Council Meetings.

Malcolm Jackson proposed a vote of thanks to Tony for driving his tractor around to publicise the 'Save the Greenbelt' campaign, seconded by D Hall and passed unanimously.

### **11 Date of next meeting**

This was to be on 9th September but Allan Owen will still be away then. As he and Sandra Camwell were not present at this meeting the next meeting will have to be arranged by email.

Carol Milner Parish Clerk

## Keresley Parish Council News Media Policy

1. The Council is accountable to the electorate for its actions and shall therefore be proactive in making all reasonable efforts to make its decisions and policies known to the electorate.
2. The Council shall allow all reasonable access to news media organisations.
3. A *Councillor* may respond to an enquiry or give an interview but must *first consult with the Clerk* and should be aware that case law states that the role of councillor overrides the rights to act as an individual. This means that Councillors should be careful about expressing individual views to the news media, whether or not they relate to matters of Council business. Councillors also have an obligation to respect Council policy once made; while it may be legitimate for a Councillor to make clear that he or she disagreed with a policy and voted against it (if this took place in an open session), they should not seek to undermine a decision through the news media.
4. Councillors and officers must NOT disclose information that is of a confidential nature, and in particular information relating to private individuals. This includes any discussion with news media organisations of any item which has been discussed under confidential items on the Council's agenda.
5. Councillors and officers should act with integrity at all times when representing or acting on behalf of the Keresley Parish Council.
6. When dealing with news media organisations Councillors and officers should be informed and certain of all their facts; ensure that when making comments on behalf of the Parish Council they are aware what Council policy is and their comments reflect that policy; be calm; ensure that their comments and views will not bring the Council into disrepute.
7. Councillors and officers not used to dealing with the press may be surprised when they see that statements made in all innocence look very different in print than they did when they were spoken. It is advantageous to write out a statement or position on the issue beforehand if possible.
8. A Councillor should not raise matters relating to the conduct or capability of an Officer at meetings held in public or before the press.
9. Any breach of these guidelines by a Councillor or Clerk will be discussed at the next meeting of the Council.
10. All *written* news releases and enquiries made on behalf of the Parish Council will be authorised by the Parish Clerk after consultation with the Chairman or Vice Chairman of the Council and are therefore NEVER answered immediately.

The News Media Policy of the Keresley Parish Council is signed as adopted by the Council at its meeting held on 20

Signed ..... Date .....  
Chair

as at 4 Aug 14

Status: H in hand,  
D deposited, B on  
statement

Status: W cheque written, S signed, P sent, B on bank statement

Date	Income Description	Status	Amount	Expenditure				Balance	
				Description	Invoice #	Cheque #	Amount		Status
1 Apr 14	Brought forward							£3,289.30	
2 Apr 14				Printers		600444	£150.00	B	£3,139.30
16 Apr 14	Precept	B	£1,723.00						£4,862.30
16 Apr 14	Support Grant	B	£409.00						£5,271.30
11 Apr 14				WALC Subscription		600446	£228.00	B	£5,043.30
18 Apr 14				Keresley URC		600445	£42.00	B	£5,001.30
25 May 14				AON Insurance		600447	£312.77	B	£4,688.53
23 Jun 14				Clerk's wages		600448	£360.00	B	£4,328.53
21 Jul 14				Printing	IN00320417	600449	£132.00	P	£4,196.53
21 Jul 14				Stationery		600451	£43.07	P	£4,153.46
21 Jul 14				Stationery		600452	£50.87	W	£4,102.59
									£4,102.59

## Keresley Parish Council

### Bank Reconciliation

At 4 August 2014



Balance of bank statement (13 July)	<u>4328.53</u>
Less: Unpresented cheques	
600449	132
600451	43.07
600452	50.87
	<u>225.94</u>
	4102.59
Add: deposits not yet credited	<u>0</u>
Balance per cash book	<u>4102.59</u>