

# BAXTERLEY PARISH COUNCIL

Clerk to the Council:

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Correspondence address: 7 Margaret Road, Atherstone, Warwickshire. CV9 1EE.

18<sup>th</sup> September 2025

Dear Councillor

You are hereby summoned to attend the next full Parish Council meeting to be held on **Thursday 25<sup>th</sup> September 2025**. The Meeting will be held at the **School Room, Baxterley Church, Main Road Baxterley**. If you are unable to attend, please forward your apologies to the Clerk.

Members of the public are welcome to attend.

*A Stevens*

Alison Stevens  
Clerk & RFO to the Parish Council

## **7.15pm – Open Forum**

Public participation: To adjourn to allow public participation. Questions to be emailed to the Clerk prior to the meeting.

## **Parish Council Meeting**

### **2056. Apologies & reasons for absence**

### **2057. Declarations of interest**

- (i) To provide an opportunity for Members to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda
- (ii) To consider any written applications for dispensations in accordance with the provisions of S33 of the Localism Act 2011 with regard to any item on the Agenda.

### **2058. Minutes of the previous meetings:**

To approve minutes of the Parish Council Meeting held on 24<sup>th</sup> July 2025.

### **2059. Matters arising that are not listed as agenda items**

### **2060. Correspondence**

To receive correspondence

### **2061. Reports from Police, WCC and NWBC Councillors**

Councillors are requested to use this opportunity to report any updates or relevant information.

### **2062. Planning applications, consultations and updates**

Planning applications update.

## **2063. Finance**

### **2063.1 Income, expenditure**

**Recommendation:** Receive and approve all payments

DATE				
<b>July 25</b>				
07.07.25	E24	Prontaprint	Newsletter	£112.00
07.07.25	E25	Screatons	Payroll	£31.98
23.07.25	E26	Prontaprint	Newsletter	£112.00
28.07.25	E27	Alison stevens	salary	£361.66
31.07.25	E28	Unity Trust	charges	£6.00
<b>August 25</b>				
04.08.25	E29	Perfect Platters	PITP buffet	£500.00
04.08.25	E30	Alison stevens	reimbursements for PITP	£51.29
31.08.25	E31	Unity Trust	charges	£6.00

### **Balances**

<b>July 25</b>		
31.07.25	Current account	£8,609.76
31.07.25	Savings account	£21,223.77
<b>August 25</b>		
31.08.25	Current account	£7,432.58
31.08.25	Savings account	£21,223.77

## **2064. Policy review**

Annual review of risk management policy

## **2065. Request for traffic survey**

Councillor M Faulkner would like to request that the council fund a traffic survey at the junction of Merevale lane and Bentley Common.

## **2066. Churchyard Grant**

Council to discuss the grant application for support with the maintenance of the churchyard.

## **2067. Clerks pay award**

The Local Government Association has agreed a pay offer

- With effect from 1 April 2025 the Clerks hourly pay would increase from £13.91 to £14.35

**Recommendation: To approve pay increase.**

## **2068. Proposal to improve Mobile phone Coverage**

Council to discuss information shared by Atlas Group on proposals to improve the mobile phone coverage in the parish.

**2069. New Policies**

Recommended new ICT and Sexual Harassment policy are adopted by the council as is suggested by WALC/NALC.

**2070. Budget review**

Clerk to present initial budget figures for 2026/2027 for council to discuss.

**2071. Christmas Events**

Christmas dates have been arranged with the Rose for Senior's party 2/12/25 and children's party 6/12/25. The menu available has been circulated to councillors. Senior's options are £29 for 3 course and £25 for 2 courses. Children's boxes will be £14. In comparison to last year the cost paid was £30 for 3 course and £12 for children's boxes. Budget figures for the event are £1650 and £1320 so these costs should fall within the allocated budget.

Council to discuss arrangements for events.

**2072. Appointment of New clerk**

Council to be updated on applications received and the appointment of new clerk.

**2073. Clerk and Councillor's Reports and items for future Agenda:**

Councillors and Clerk are requested to use this opportunity to report minor matters of information or action, not included elsewhere on the agenda, and to raise items for future Agendas.

**2074. Date of the next meeting**

**Recommendation:** To confirm the date of the next meeting is **Thursday 16<sup>th</sup> October 2025 and will be held at The School Room, Baxterley Church.**