Water Orton
PARISH COUNCIL

Appendix 3 –27th July 2023

Clerk Report

Decisions made under delegated authority.

Planning – PAP/2023/0266 As NWBC have extended the consultation date to 7th August 2023 and two councillors have requested additional paragraphs to append the suggested comments from the Planning Consultant the comments were not submitted under delegated authority and would be brought back to full council for decision.

Purchases / Payments –

Clerk authorised payment of the MOT & Repairs on 30.06.23 following authorisation of this purchase on 29.06.23 under Minute 23/036 d)

Payment was required on receipt of invoice to collect the vehicle and was paid under Delegated Authority via financial reg 5.5 a) / d)

Clerk feels council may need to consider adding an additional regulation to 5.5 to include payments which are necessary due to extreme risk to the delivery of council services if payment is not made. This would complement financial regulation 4.5 (the authority to purchase for the same reason) as not all suppliers will await payment for 30 days etc.

Clerk authorised purchase of sundry supplies for caretaker in course of duties which need ratification from the Council:

D Burley reimbursements:

04/07/23 Fuel £40.00
17/07/23 Plants & Compost £53.99
17/07/23 Hanging Basket Liners £12.00
Total £105.99

Clerk reimbursements:

12/07/23 Microsoft 365 Licences Microsoft £59.88
Total £59.88

All payments made before authorisation are listed with reasons for using delegated authority on the payment schedule.

Training

Cllr Brown attended 'Off to a flying start' Councillor training on 21/06/2023

Both village caretakers completed their lengthsman training on 26/06/2023.

The Playground inspection course has been rearranged to 29th September 2023 for the caretakers, Clerk will check if the revised date is suitable.

Induction / Refresher Day for Parish Councillors still to be arranged, Clerk has sent our various information & documents via email meanwhile. WALC can offer bespoke training packages to Parish Councils (chargeable).

Councillors should be aware that many generic emails are sent to the 'General' channel on Microsoft Teams, to save email inboxes from being cluttered.

Microsoft 365 have many training guides and videos on their various applications and Microsoft support are usually helpful if there are queries that the help guides can not answer.

Committee & Sub-Committee Councillors have also been invited to teams groups for each committee / sub-committee to aid collaborative working between meetings, so that recommendations may be sent to full Council.

Agenda Item Reporting Sheet may be completed by any individual councillor or a group of councillors / sub-committee throughout the month to suggest an item for discussion / decision.

Land / Property

a) Conveyancing solicitor has been instructed re: playing field / the green.
b) Advice sought re: The Village Pound, Parish Council have no proof of ownership for the unregistered land (HM Land Reg) land pre-dates the existence of title deeds and Water Orton Parish Council do not have enough proof to claim possessory title. Neither do WCC and even the 'Lord of the Manor' may struggle to prove this. The area is however registered common land. Common land and village greens – Warwickshire County Council The registers are available for public inspection or a search can be performed for £15 for up to 5 sheets.
c) Bowls Club Toilet Refurbishment - Matt Jenkins Construction Ltd attended the bowls club on 20/07/23.
    a. The toilet holder in the ladies toilet was loose, however at some point a user has obviously used the toilet holder to help them get off the toilet. The holder was undone as it had been refitted upside down by a member. The holder has now been tightened to the wall and positioned solidly. I have informed Keith of this and showed him it fitted in the correct way. The members are of an older age demographic, if they are having trouble using the toilet (female/ male) they should be instructed either verbally or with a sign to use the disabled toilets that have grab rails to assist with the use of the toilet.
    b. The blend valve on the mixer in the disabled toilet had a slight leak. I have tightened this with a spanner, and this should not leak any more.
    c. In the men's toilet Keith pointed out that there were stains upon the waste pipework (yellow) in his words he thought that the waste trap was leaking. In fact, the yellow stains are urine from use. The stains will come off by properly cleaning the toilet.
    d. On a separate note, to fit 150 x 150mm plain white ceramic tiles to the 3 wash hand basins, supply and fit with a white silicone bead from the basin to the tiles would be £ 110.00 plus vat.