

## Notes of Committee Meeting 3<sup>rd</sup> March 2021 by Zoom

Present			Apologies
Jane Edwards (Chair) (JEd) Andrew Burrow (minutes)	Ken Shaw (Treasurer) Graham Lock Barrie Howarth	Jim Ellis (JE) Kay Howles Flick Wheeler Beverley Spicer	
Item No	Action		By whom
1/21	Jane Edwards was elected Chairman to replace John Thomas who had retired from the role following his relocation to Kenilworth. Jane to be added as a cheque signatory and as Chairman to be able to approve the treasurer to make bank transfer payments as appropriate. (Note the Secretary and Treasurer also have these authorities). John Thomas to be removed from the bank mandate		KS
2/22	Everyone expressed great thanks for all the work that John Thomas had done for the Society and for acting as Chairman for the last 2 years. Andrew Burrow to draft letter of thanks for the Chairman to send		AB
3/21	The minutes of the meeting of 23 <sup>rd</sup> September 2020 were approved		
4/21	Matters Arising		
	<b>Welcome new committee members</b> Barrie Howarth, Flick Wheeler and Beverley Spicer were welcomed to the committee		
	<b>Membership Drive</b> <ul style="list-style-type: none"> <li>• Notice re membership to be placed in phone box libraries</li> <li>• In due course when Covid crisis over the school to be asked to use parent mail to invite membership of the Society</li> <li>• Card drops etc to resume when Covid rules allow</li> </ul> JE reported that there were 701 people on the Society data base with a few having joined recently including via the website		AB AB All
5/21	<b>Treasurer's report – and annual accounts</b>		
	<ul style="list-style-type: none"> <li>• The annual accounts for 2020 (attached) were reviewed and approved. They will be published on the web site</li> <li>• They had been checked (informally audited) by Richard Drake</li> </ul>		AB/JE
6/21	<b>Planter replacement</b> It was agreed to purchase 4 replacement planters at an approximate cost of £680 for Old Waste Lane, Sunnyside Lane and Barratt's Lane for installing in autumn. Costs for new compost etc extra.  It was agreed in principle to look at planters for the new build outs in Berkswell village when built		AB/KS  JEd
7/21	<b>Grant applications</b>  It was agreed to make grant applications to <ul style="list-style-type: none"> <li>• Berkswell Charities for £500 to assist with the new planters</li> <li>• Berkswell PC for the running costs of the planter programme</li> </ul>		AB/KS

8/21	<b>Balsall Common Centre master plan</b> A series of focus groups had been run by ARUP as the first stage is developing a design brief for a masterplan for a project to improve the public areas of the centre. Four Society committee members had participated. A report had been produced and the Working Group was meeting on Thursday 4 <sup>th</sup> March to plan the next steps. It is expected that further work will be undertaken with the members of the focus groups during March to approve/finalise the brief based on the input made.	
9/21	<b>Traffic Calming in Berkswell village</b> The project is under way. One outstanding design element is to precisely locate the “build out” on Spencer’s Lane. There is on-going discussion between the project manager for SMBC and a resident. It is expected that the table top on the cross roads and zebra crossing will be complete during March with the pavement on Lavender Hall Lane in April. Project completion by the summer	
10/21	<b>Outcome of the safety and security for Balsall Common centre working group</b> This group established by Balsall PC recommended 3 outcomes <ol style="list-style-type: none"> <li>1. Improved lighting which is being implemented including replacing 2 lap standards in the library car park (organised by Borough Councillor Diane Howell)</li> <li>2. A 20-mph speed limit by the shops on Station road. This is being progressed by Borough Councillor Tony Diccio</li> <li>3. Security camera be deferred until the Balsall Common master plan is completed. However, security concerns should form part of the design brief (It will be)</li> </ol>	
11/21	<b>HS2 latest</b> It was agreed that the Society would send a letter to members highlighting the planning application by HS2 and its contractor to use Hallmeadow Road as a HGV/LGV delivery route  Ken Shaw reported that HGVs had been using Baulk Lane and it was believed that these were HS2 project vehicles. AB agreed to raise the issue with HS2 etc to get noticers at both ends of the lane saying “No HS2 vehicles” similar to those on Old Waste Lane if Ken Shaw could provide approximate dates for the 2 incursions reported.	AB/JEd          KS/AB
12/21	<b>AGM</b>  Agreed to harmonise with the parish council as per normal and wait until a public meeting can be held in person rather than by web.  The updated constitution will be put to the AGM for approval	
13/21	<b>Open Gardens</b> This will take place after lockdown ends on Sunday 27 <sup>th</sup> June	
14/21	<b>Litter</b> A litter pick will be organised as soon as possible given the state of the rural lanes AB will check via a Borough Councillor to see if SMBC will take action against fly tippers if photographic evidence within the litter of address of the “owner” of the litter is available	AB

	<b>Date of next meeting</b>  <b>Next meeting Wednesday 25<sup>th</sup> May 2021 by Zoom or in the Bear</b>	
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## ACCOUNTS SCRUTINY REPORT

To the Committee of the Berkswell Society

For the year ended 31<sup>st</sup> December 2020

### Introduction

I have been instructed by the Committee to review the financial information for the Berkswell Society for the year ended 31<sup>st</sup> December 2020 which comprises a summary of the Income and Expenditure for the year and a summary of the Bank Accounts as at 31<sup>st</sup> December 2020.

### Committee responsibilities

The Summary of the Income and Expenditure and the Summary of the Bank Accounts is the responsibility of, and have been approved by, the Committee. The Committee are responsible for maintaining books and records to support the preparation of the Summary of Income and Expenditure and the Summary of the Bank Accounts.

### Review scrutiny performed

Closing balances on 31<sup>st</sup> December 2020 are confirmed as:

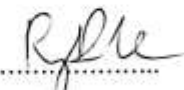
Cash Book	£ 2,135.20
Barclays Bank:	£ 2,135.20
Investment Account:	£ 10,074.00

I have conducted my review by making enquiries of the Committee and examining the financial information in the books and records (including bank statements) maintained by the Treasurer on behalf of the Committee. My review has been substantially less in scope than an audit performed in accordance with United Kingdom auditing standards and, therefore, provides a lower level of assurance than an audit. Accordingly I do not express an audit opinion on the financial information.

### Review scrutiny conclusion

On the basis of my review I am not aware of any material modification that should be made to the financial information as presented for the year ended 31<sup>st</sup> December 2020.

Richard Drake  
Merrivale, Green Lane  
Balsall Common CV7 7EJ

  
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25<sup>th</sup> February 2021

**Berkswell Society**

**Income and Expenditure Account**

**To 31 December 2020**

<b>Income</b>	<b>2019</b>	<b>2020</b>
Berkswell Charities Annual Grant	500.00	450.00
Berkswell Parish Council Annual Grant	500.00	500.00
Barclays Compensation Payment	50.00	0.00
Investment Dividend	574.88	574.88
Bank Interest	0.72	0.01
	<u>1,625.60</u>	<u>1,524.89</u>
<b>Expenditure</b>		
Parish Plants (625.36) and Planters (1,125.52)	686.16	1,750.88
Printing Berkswell Society Information Cards	0.00	0.00
Telephone box	0.00	140.70
Walker Crips Administration Fee	80.00	40.00
CPRE Membership	<u>36.00</u>	<u>36.00</u>
	802.16	1,967.58
<b>Excess of Expenditure/Income</b>	<b>823.44</b>	<b>-442.69</b>

RFL  
29/12/21

Berkswell Society  
Balance Sheet  
As at 31 December 2020

	31 December 2019	31 December 2020
<b>Excess of Expenditure/Income</b>	823.44	-442.69
<b>Bank Accounts</b>		
Opening balance at 1 January	1,754.45	2,577.89
Carried forward at 31 December	2,577.89	2,135.20
<b>Represented by:</b>		
Community Account	2,572.77	2,135.20
Business Premium Account (closed October 2020)	5.12	0.00
Closing Bank balance	2,577.89	2,135.20
Closing Cash Book Balance	2,577.89	2,135.20
<b>Investment Account</b>		
Opening balance	8,614.12	10,147.00
Dividends Paid	-574.88	-574.88
Walker Crips Administration Fee	-40.00	-40.00
Gain	2,147.76	541.88
Closing balance	10,147.00	10,074.00

R/N  
25/2/21