

Cubbington Parish Council

Minutes of the meeting held on Tuesday 9th October 2018 at the Village Hall, Broadway, Cubbington.

The meeting commenced at 19.30hrs.

Record of members present.

Cllr Mrs Saul, Cllr Mrs Higham, Cllrs Hodges, Delow, Cox, Saul and Corbett

Also, in attendance: County Cllr Mrs Boad, County Cllr Redford
District Councillors - Cllr Wright
Parish Clerk – Jackie Chapman

1. Apologies for absence and approval for absence

Apologies for absence were received and approved from Cllr Mrs Dean, District Cllr Mrs Stevens, District Cllr Mrs Redford.

2. To receive written requests for Disclosable Pecuniary Interests where that interest is not already in the register of members interests.

The following personal interests were declared:
Cllr Saul – Village Hall and Pavilion
Cllr Mrs. Higham – Village Hall and Pavilion
Cllr Revd. Coles - Pavilion

3. Dispensations

None were requested

4. Public Participation.

None

5. Adoption of previous minutes

a) Minutes of the Parish Council Meeting held on 11th September 2018

It was **RESOLVED** to approve the minutes of the Parish Council meeting held on Tuesday 11th September 2018 as a true and complete record of the meeting.

6. Chairman's Report

Speedwatch – the number of cars speeding has reduced. On the last outing 5 vehicles were recorded as speeding, as opposed to 30 – 40 when speedwatch first started. Payback were unable to attend a session; however, they came today and cleared all the ditch and trimmed the back of the hedge by the ditch. The Payback team has a new supervisor, Cllr Hodges will provide him with guidance as to the work required for a short period. It was noted the footpath at New Fields needs clearing, the hedge needs trimming and the ditch and culvert needs clearing. The Chairman has received a lot of correspondence with regards the man living in a campervan in Ledbrook Close, however it appears the resident is living within the law.

Legal queries, registration of the land owned by the Parish Council and Trust documents. The Clerk confirmed she does not have an update regarding these, hopefully there will be an update at the next meeting.

Height restriction barriers - The Chairman advised the contractor has advised they will be on site tomorrow, Wednesday 10th October 2018.

RUCIS Grants – The Clerk advised it is not possible to apply for a RUCIS Grant as once an order has been placed, a grant cannot be applied for.

7. **Councillors Reports in brief.**

Cllr Saul - Community services

Cllr Revd Coles – The beacon has been made for Remembrance Sunday, it will be sited on the top churchyard. A piper will be playing at the evening service. It is hoped the Payback team will reduce the height of the hedge on Church Road soon.

Cllr Delow – HS2. Cllr Hodges thanked Cllr Delow for his excellent report on HS2's Enabling Works. Cllr Delow advised road surveys are due to start in Oct/Nov.

ACTION – Clerk to write to HS2 to ask for some wood from the Pear Tree to enable memorials to be made

Cllr Cox – requested an update on the Insurance Claim for the water leak. The Clerk advised Severn Trent have refused to award a water loss payment. The Clerk has appealed against this decision.

19:53 Cllr Saul joined the meeting.

Cllr Mrs Saul – gave a brief resume of the last WALC meeting, which included a talk given by Chief Inspector Chitzy of Warwickshire Police. The future of Warwick WALC is uncertain as no-one was prepared to stand as Chairman or Secretary.

Cllr Saul – advised the Cubbington Christmas Lights switch on will take place on Sunday 9th December 2018 4.00pm – 6.00pm. Cllr Saul applauded Cllr Mrs Redford who attended the Planning Committee to speak for the planning application 52 Queen Street, despite the fact she is not well. Cllr Saul wished Cllr Mrs Redford a speedy recovery.

8. **District and County Councillors Reports for information**

County Cllr Mrs Boad advised libraries are having a book amnesty and any fines due will be waived. The "Switch and Save Scheme" closed today. WALC have circulated the paperwork relating to the WALC Grant Scheme. WALC's AGM is due to be held on Saturday 17th November 2018 at Shire Hall. Cllr Mrs Boad continues to report roads and pavements which need attention.

County Cllr Redford advised the flashing speed signs which are broken will not be repaired, they will be removed. Cllr Redford advised it is the Community Forum at Baginton tomorrow evening, Wednesday 10th October 2018. Cllr Redford confirmed there is nothing he can do about the campervan in Stonehouse Close.

ACTION – Clerk to write to Chief Constable and Police and Crime Commissioner regarding the campervan and trailer.

Cllr Wight advised he has similarly been advised nothing can be done about the resident in the campervan, his vehicles are legally on the road. Cllr Wright confirmed her has written to Jeremy Wright M.P. regarding the Payback Unit and restorative justice, he has received an acknowledgement of this letter, he is still waiting for a full reply. Cllr Wright has written to the Police and Crime Commissioner regarding Policing the Cubbington area, the response he received referred to policing around Stratford, therefore he has written again.

9. **Police and Highways**

The Bus Shelter in High Street has been damaged by a high sided vehicle.

ACTION – Clerk to contact the police to see if the damage has been reported to them.

ACTION – Clerk to contact Stagecoach to see if the damage has been reported to them.

Flower Containers, winter planting – Clerk will contact Baginton Nurseries.

10. Finance

(i) Bank Balances

The Parish Council's credit balances - noted

Account		£
Community Account (397)	As at 18.9.18	49,995.64
Pavilion Account (077)	As at 18.9.18	5000.00
Total		54,995.65

(ii) Accounts to be paid

	Payee	Net	VAT	£
a	Clerk Septembers 2018 Salary			
b	Mrs J Chapman reimbursement for printing, paper and envelopes	5.04		5.04
c	Mrs J Chapman reimbursement of parking charge at training event 11.09.18	3.50		3.50
d	HMRC 01.07.18 – 30.09.18	111,78		111.78
e	PFK Littlejohn LLP – External Audit 2017 – 2018	300.00	60.00	360.00
f	ABA Scaffolding Services	1500.00		1500.00
g	Fountains – OCS Grass cutting October 2018	221.00	44.20	265.20
h	Mr G Willoughby – Playground Supervision Sept 2018	102.00		102.00

It was proposed by Cllr Cox, seconded by Cllr Higham and **RESOLVED** the payments be made.

iv) **External Audit Report 2017 - 2018 from PKF Littlejohn LLP** – Noted

v) **Quarter 2 Budget Report 01.04.18 – 30.09.18**

The Quarter 2 Budget Report was noted. Cllr Cox requested no further expenditure be agreed by the Parish Council until Quarter 3 Budget Report is available.

vi) **Bank reconciliation quarter 1 and quarter 2**

Cllr Cox confirmed he has seen both the cashbook and bank statements and he is satisfied the Bank Reconciliations are correct. Cllr Cox signed the reconciliations.

v) **To receive nominations for two Councillors to sit on the Finance Committee**

Cllr Saul was nominated to the Finance Committee.

11. There was no item 11 – this was an error.

12. **Planning Matters**

Cllr Saul advised he attended Planning Committee earlier this evening, he was pleased to report 52 Queens Street, has been granted planning permission following a unanimous vote by the District Councillors.

a) Consultation List – Enclosure E

b) District Council decisions – Enclosure E

13. Request from Cubbington Village Hall Trust

It was proposed by Cllr Hodges, seconded by Cllr Revd Coles and **RESOLVED** the Village Hall Trust be given permission to pave an area within the enclosed grounds of the Village Hall.

14. To consider approval of a Lone Working Policy

This policy was approved.

15. To consider approval of a Working from Home Policy

Section 7 is to be amended from Line Manager/Senior Manger to Chairman and Vice-Chairman. A spelling error will also be corrected. This policy was approved subject to these amendments being made.

16. Light in Bus Stop – High Street, Cubbington

Cllrs advised the timing of the light in the Bus Stop was agreed at June 2018 Parish Council meeting.

ACTION – Clerk to establish previous decision

17. Potential Section 106 Grant – possible uses

There is a possibility of the Parish Council being given Section 106 from the Housing Developments. There is potentially £8571 towards equipment outside and £100,143 towards indoor facilities.

It was agreed the Parish Councillors would like to see Adult Gym equipment outside and expansion of the Cliff Cleaver Community Pavilion to provide an indoor gym.

ACTION – Clerk to advise WDC Sports and Leisure Manager.

18. Emergency Committee

A meeting of the Emergency Committee will be held on Tuesday 23rd October 2018 @ 7.30 pm.

19. Correspondence

Bank Statements - noted

20. Items for next Agenda

21. Date of next meeting Parish Council Meeting 13th November 2018 @ 7.30 pm.

Meeting ended 21.05

Signed
Chairman

13th November 2018