

Cubbington Parish Council

Minutes of the meeting held on Tuesday 8th January 2019 at the Village Hall, Broadway, Cubbington.

The meeting commenced at 19:05hrs.

Record of members present.

Cllr Mrs Higham, Cllr Mrs Dean, Cllr Mrs Bull, Cllrs Hodges, Delow, Cox, Corbett and Cllr Revd Cole

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

1. Apologies for absence and approval for absence

Apologies for absence were received and approved from Cllr Mrs Saul, Cllr Saul, Cllr Wright, Cllr Mrs Redford, Cllr Redford, Cllr Cain.

2. Declarations of Interest:

The following personal interests were declared:
Cllr Revd Cole – Pavilion
Cllr Mrs Higham – Village Hall and Pavilion

3. To consider any dispensations

None were requested

4. Public Participation

There was no public participation.

5. Adoption of previous minutes

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

7. Chairman's Report

Cllr Hodges gave his thanks to everyone who attended the Civic Service on 13th December 2018. He also thanked Cllr Rev'd Coles for the service and Cllr Saul for meeting and greeting attendees. Speed Watch was active over the Christmas period with 12 drivers recorded as driving over the speed limit. Payback have a new permanent Manager for the team which comes to Cubbington. The work on Church Hill bank has been finished. They have started clearing the ground around the middle bus shelter. The Bus shelter needs cleaning, in fact other bus shelters need cleaning, perhaps a cleaning contract needs to be put in place, item to be considered at a future meeting. The wooden posts in the village hall car park need replacing, this will be considered at a future meeting.

8. Councillors Reports in brief.

Cllr Mrs Higham advised the following work has been carried out at the Pavilion – the rear of the pavilion has been cleared, the hedge has been cut, additional benches in the changing rooms, holes filled in the car park, all the shower heads have been descaled, new storage cupboard has been installed, all rubbish within the Pavilion has been cleared and they are getting quotes for doors for the external veranda along with industrial flooring for the disabled toilet.

Cllr Revd Coles – confirmed the work has Church Hill bank has been completed.

Cllr Delow - HS2. Cllr Delow gave an update on HS2, a copy of the report is on file.

Cllr Cox – Will cover finance under item 11 (vii)

19:34 hrs Cllr Mrs Boad joined the meeting.

9. District and County Councillors Reports for information

Cllr Mrs Boad advised the new bus timetables can be obtained from Stagecoach's shop in Regent Street. Cllr Mrs Boad has asked the County Council to chase up Stagecoach to ensure the buses are correctly signed. She has spoken to the Locality Officer for this area regarding the cost of installing signs outside Sainsburys, he will investigate this. Cllr Mrs Boad confirmed Bus Companies are deregulated and therefore they can provide the service they wish to provide.

Cllr Mrs Stevens advised she has been contacted by a member of the Cubbington Players and she wished to offer her support to the Cubbington Players. She asked for the benefits this group brings to the immediate and wider community are considered.

10. Police and Highways

Priorities for the next Community Forum is covered under item 13.

There is a property in Queen Street where the external plaster is blistering and is coming loose.

ACTION: Clerk to raise with District Council

11. Finance

(i) Bank Balances

The Parish Council's credit balances - noted

Account		£
Community Account (397)	As at 18.12.18	69,460.11
Pavilion Account (077)	As at 18.12.18	5,000.00
Total		74,460.11

Cllr Cox reminded the meeting he had asked for the funds, for invoices for the Pavilion, which have been paid out of the Community Account to be transferred from the Pavilion Account to the Community Account, this has not happened.

The Clerk advised the money was transferred before Christmas and this will show on the next bank statement.

The Clerk is in the process of opening a new bank account, she has been advised she will up-date about the application later in the week. The new account is online, therefore the Clerk will be able to request statements for the end of the month and at any other time they are required.

ii) Bank Reconciliation

This was signed by Cllr Cox, Chair of Finance Committee as being correct.

(iii) Payment made since last meeting

	Payee	Net	VAT	£
a	Mrs J Chapman reimbursement for Agenda and Civic Service printing	61.39	12.28	73.67
b	Mr D Saul reimbursement for Civic Service refreshments	161.61		161.61

(iv) Accounts to be paid

	Payee	Net	VAT	£
a	Clerk October 2018 Salary			
b	Mrs J Chapman reimbursement for Ad hoc printing and car parking	4.74		4.74
c	HMRC – Quarter 3	111.78		111.78
d	WALC – Chairing Meetings Training – Cllr Hodges	30.00		30.00
e	Mr G Willoughby – Dec Playground Supervision	114.75		114.75
f	Frog Inc Ltd – 1 x 15 ft Christmas Tree	100.00		100.00
G	N. S. Booth Electrician – to install spirals and decorate Christmas Tree	740.00	148.00	888.00

It was proposed by Cllr Mrs Higham, seconded by Cllr Revd Coles and **RESOLVED** the payments be authorised.

iv) Salary Scales 2019 – 2020

Noted.

v) Section 137 Expenditure Limits for 2019 – 2020

The amount has increased from £7.86 to £8.12 per elector. Cubbington currently has 3147 electors, therefore the maximum amount the Council could award in Section 137 grants is £25,554.

vi) Payments received

It was noted the Parish Council has received a payment of £9222.56 on 14th November 2018 in respect of the water loss insurance payment from the Village Hall Committee.

Cllr Cox reminded the Parish Council, as from April 2019, the Village Hall Committee will be taking over responsibility for paying the village hall water rates as per the Trust Agreement.

vii) Quarter 3 Budget Report 01.04.18 – 31.12.18

Cllr Cox took the meeting through the Budget Report and confirmed the budget is back on line, unless any extra expenditure occurs. So long as the total budgeted expenditure comes in as planned there will still be approximately £18,000 left for future projects/capital expenditure.

The Finance Committee will review projects at their meeting due to be held on 22nd February 2019, this will include benches. The Clerk asked the Parish Council seek no further quotes from Allworkx, given the difficulties endured with the incursion project. This was agreed.

Cllr Delow asked about the expenditure incurred under sundries, the Clerk confirmed this included, safety signs for height restrictors, laptop reconfiguration and scaffolding to stop any incursions.

viii) Payments made for the period 1.10.18 – 31.12.18

Noted

11. Planning Matters

- a) Consultation List – Enclosure G - Noted
- b) District Council decisions – Enclosure G - Noted

- 12. Response to Consultation regarding Land East of Kenilworth (consultation ends 14.01.19)**
The Council did not wish to respond to this consultation document.
- 13. Policing Priorities to go to Community Forum**
It was agreed "additional police patrols within the Parish" will be requested.
- 14. VASA Section 137 request.**
It was noted, no further action is required.
- 15. Police and Crime Commissioners Grant Fund**
The availability of the fund was noted.
- 16. Warwickshire Community and Voluntary Action – Reducing Isolation Project**
Fiona Anderson spoke to the meeting a gave a brief overview of the work undertaken by Warwickshire CAVA and how the Parish Council can link in with their work to combat loneliness.
- 17. Placement of Pear Tree Grafts within the Community**
It was agreed to place the Pear Tree whips at both schools within Cubbington, St Marys Church, the recreation ground, Warwickshire Wildlife Trust – Brandon Marsh, Guys Cliff walled garden and Garden Organic.
The Council offered their thanks to Rosemary Guiot for the work she has undertaken on this project.
- 18. Willow Sheets Meadow – Parking Concerns**
The Parish Council felt unable to support this request.
- 19. Draft GDPR Policy and Privacy Policy**
The Clerk was asked to look at definitions within the policy. The Clerk to also look at encryption, document retention and Breach of Policy. Item deferred to the next meeting.
- 20. Invitations from Warwick District Council Chairman to attend the Chairman's Civic Service on 24th February 2019 and the Fundraising Charity Concert on Saturday 26th January 2019.**
Cllr Hodges will attend the Civic Service on 24th February 2019. No Cllrs' will attend the Fundraising Charity Concert.
- 21. Understanding and Responding to Planning Applications**
Cllr Mrs Dean, Cllr Mrs Bull and Cllr Corbett will attend the planning training on Saturday 6th April 2019
- 22. Pavilion – Setting up of a Trust**
The Clerk advised CAVA has stated they will provide an answer imminently.
- 23. Correspondence**
Bank Statements - noted
- 24. Items for next Agenda**
- 25. Date of next meeting Parish Council Meeting 12th February 2019 @ 7.30 pm.**

Meeting ended 20:35 hrs

Signed

Date

DRAFT