

CUBBINGTON PARISH COUNCIL

www.cubbington.org.uk

CLERK TO THE COUNCIL: Mrs. Jackie Chapman
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To All Members of the Council

7th May 2019

You are hereby summoned to attend the Annual Meeting of Cubbington Parish Council to be held in The Village Hall, Broadway, Cubbington on **Tuesday 14th May 2019 at 7.00 pm** for the purpose of transacting the following business.

Signed

Jackie Chapman
Clerk to the Council

AGENDA

[Members are reminded that they should declare the existence and nature of any personal interest that they might have in any item to be discussed (or as soon as the interest becomes apparent). If that interest is a prejudicial interest the Member must withdraw from the room.]

- 1 Election of Chairman
- 2 Acceptance of Office by Chairman
- 3 Acceptance of Office by all nominated, non-contested Councillors
- 4 Declaration of Interest form
To be completed by all Councillors and submitted to Warwick District Council by 30th May 2019
- 5 To receive apologies and reasons for absence
- 6 To receive written requests for Disclosable Pecuniary Interests where that interest is not already in the register of members interests.
- 7 Election of Vice-Chairman
- 8 To agree the Dates of and Venue for Council Meetings for the Year.
(Enclosure A)
- 9 Appointments
(1) To appoint representatives to the following:
 - Cubbington Village Hall Trust.
 - Emergency Committee
 - Finance Committee
 - Cliff Cleaver Community Pavilion
 - WALC Committee
 - HS2
 - Signatories to the Parish Council Bank Account for payment authorisation purposes

- (2) To note Cllrs Hodges, Cllr Revd. Coles and Cllr Mrs Dean were appointed to a newly created Staffing Committee at the Parish Council meeting held on 12th March 2019.
- 10 To receive an Annual Report from the former Finance Committee Chairman (Enclosure B)
- 11 To note the Councils Financial Regulations were accepted as having been reviewed and were adopted at the Parish Council meeting held on 12th March 2019.
12. To note the Councils Standing Orders were accepted as having been reviewed and were adopted at the Parish Council meeting held on 12th March 2019.

**The Ordinary Meeting of the Parish Council now follows
Agenda
14th May 2019**

1. **Apologies**
To receive apologies for absence and reasons for such absence.
2. **Declarations of Interest: Councillors are reminded-**
a) Of the need to keep their Register of Interests form up to date.
b) To declare any Disclosable Pecuniary Interests (DPI) in agenda items and their nature.
c) To declare any Other Disclosable Interests (ODI) in agenda items and their nature.
3. **To consider any dispensations**
4. **Public Participation**
5. **Adoption of previous minutes**
To approve the minutes of the Parish Council Meeting held on 12th March 2019.
Enclosure C
6. **Chairman's Report**
7. **Clerks Report**
8. **Councillors Items**
9. **District and County Councillors Reports for information**
10. **Police and Highways**
11. **Finance**
i) **Bank Balances** – Enclosure D copy of Unity Trust Bank Statement
The Parish Council's credit balances

Account		£
Community Account (397)	Closed 16.04.19	0.00
Pavilion Account (077)	Closed 16.04.19	0.00
Unity Bank Account	As at 30.04.19	71,795.93
Total		71,795.93

ii) Payments received or transferred

HSBC Account 51878077 £2400 transferred to HSBC Account 41287397 on 16.04.19.

HSBC Account 41287397 £34160.62 transferred to UTB on 16.04.19

Precept payment £23,450 received on 26.04.19

ii) Payment made since last meeting

	Payee	Net	VAT	£
a	EON	6.87	0.34	7.21
b	Cubbington Village Hall Trust – rent for 3 meetings 8 th Jan, 12 th Feb, 12 th Mar	66.00		66.00
c	Reimbursement Mrs J Chapman ECO Web Hosting – website and email provision 1yr	49.99	10.00	59.99
d	Reimbursement Mrs J Chapman – Information Commissioner Office – yearly fee. Paid as payment could not be made by Bank Giro Credit as agreed on 12.03.19 meeting	40.00		40.00
e	Clerks Salary March 2019			
f	Mr. G Willoughby – playground supervision March 2019	102.00		102.00
g	WALC Annual subscription	751.00		751.00
h	Reimbursement Mr. I Hodges – keys for recreation grounds for grass contractors	30.00		30.00
l	Warwickshire County Council – light timer High Street Bus Stop	183.80	36.76	220.56
j	HMRC Quarter 4	111.78		111.78

iii) Accounts to be paid

	Payee	Net	VAT	£
a	Clerk Salary April			
b	Clerk Final Salary May and holiday pay due			
c	Mr. M Fairbrother Payroll provision 2018 - 2019	120.00	24.00	144.00
d	Perennial Landscapes – grass cutting April 2019	226.00	45.20	271.20
E	Mr G Willoughby playground supervision 1,8,15,23,29 April £127.50 plus reimbursement for tools and equipment totaling £75.15	202.65		202.65

iv) Quote for Summer planting from Baginton Nursery

To determine whether to accept the quote of £463.20 (£386.00 + £77.20 vat)

Enclosure E

12. Planning Matters**i) Consultation List**

The following planning applications have been received and the comments shown have been submitted to Warwick District Council by the Clerk under Delegated Authority:

Number	Address	Work	CPC Comments
W/19/0605	Tan Cottage, Ladycroft Cubbington	Erection of single storey rear extension (re-submission of ref W/18/2418).	Comments due by 10.05.19
W/19/0300	43 Highview Road	Erection of Front extension and	No

	Cubbington	pitched roof over existing side extension	representation
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ii) District Council decisions

The following decisions are reported for noting

Number	Address	Decision
W/19/0022	17 Sherwood Walk, Lillington	GRANTED
W/17/2371	Bellway Homes Land off Rugby Road and Coventry Road, Cubbington, CV32 7JN	GRANTED
W/19/0300	43 Highview Road, Cubbington	GRANTED
W/19/0287	2 Penns Close, Cubbington	GRANTED
W/19/0084	130 Leicester Lane, Cubbington	GRANTED
W/19/0270	32 New Street, Cubbington	GRANTED
W/190274	116 Rugby Road, Cubbington	GRANTED
W/19/O247	Ham Barn, Welsh Road, Cubbington	WITHDRAWN

iii) Appeal Decision

The following appeal decision has been received

Number	Address	Decision
APP/T3725/D/18/3216578	27 Ledbrook Road, Cubbington	Appeal allowed, permission granted
APP/T3725/D/18/3217513	West Hill, Westhill Road, Cubbington	Appeal allowed, permission granted

13. Annual Playground Inspection Results

To consider the results of the annual inspection and any work/actions required
Enclosure F

14. Clerk and Responsible Financial Officer to Cubbington Parish Council

To note the Clerk has tendered her resignation and to authorize a replacement Clerk and Responsible Financial Officer to be appointed.

15. Fences and Bollards

To determine which fences and bollards need replacing and to seek approval to obtain quotes.

16. Bases for new benches

17. Correspondence

Bank Statements

18. Items for next Agenda – 2018 – 2019 Annual Governance and Accountability Return, Quarter 4 2018/2019 balances

Next Meeting Date 11th June 2019