

## **Cubbington Parish Council**

Minutes of the meeting held on Tuesday 14<sup>th</sup> May 2019 at the Village Hall, Broadway, Cubbington.

The meeting commenced at 20:04 hrs.

### **Record of members present.**

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

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

### **1. Apologies for absence and approval for absence**

Apologies for absence were received and approved from District Cllrs - Cllr Mrs Redford, Cllr Kohler, Cllr Carver. County Cllr Redford

### **2. Declarations of Interest:**

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

### **3. To consider any dispensations**

None were requested

### **4. Public Participation**

The Clerk confirmed no requests have been received.

### **5. Adoption of previous minutes**

It was **RESOLVED** to approve the minutes of the Annual Council meeting held on Tuesday 12<sup>th</sup> March 2019 as a true and complete record of the meeting.

### **6. Chairman's Report**

The Chairman thanked all the Cllrs for putting themselves forward to nomination. The Clerk has given in her resignation and the process has been started to recruit a new Clerk as soon as possible. The Payback Team continues to work in Cubbington, some weeks they have been twice with up to 8 clients at a time. Speed Watch has been active again. Eight out of the ten Dog Fouling notices have been put up. Cllr Hodges would like Cllrs to draw up projects for the year, to work on. Cllr Hodges would like to see the Recreation Ground made into a park, so please come to the next meeting with ideas. Cllr Hodges would also like to see if the Parish Council can become more environmentally friendly i.e. solar panels on the Village Hall and Pavilion.

### **7. Clerks Report**

The Clerk advised since the last meeting in March she has undertaken mainly administrative work. She has also ensured all the Election notices were put on the Noticeboards as requested. The Clerk has also been working on the accounts for the end of the financial year and the Annual Governance and Accountability Return.

### **8. Councillors Reports in brief.**

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

County Cllr Mrs Boad advised there is a new Manager at Sainsburys on Rugby Road and he has asked for all the information relating to the car park exit. Ideally there needs to be two white lines on the pavement as you exit the car park. It is Sainsburys responsibility to put these lines in. Highview Road is due to be closed in June for resurfacing works.

**10. Police and Highways**

**11. Finance**

**(i) Bank Balances**

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		<b>71,795.93</b>

**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 <sup>th</sup> Jan, 12 <sup>th</sup> Feb, 12 <sup>th</sup> 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 -	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 totalling £75.15	202.65		202.65

The Councillors were unhappy about the standard of the grass cutting of the Recreation Ground, in that the grass is being left too long. It was agreed to authorise the payment to the contractor and the Clerk will contact the contractor and ask for the grass to be cut shorter.

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

**ACTION** Clerk to contact grass contractor and copy all Cllrs into the response.

#### iv) Quote for Summer planting from Baginton Nursery

It was proposed by Cllr Saul, seconded by Cllr Revd Cole and **RESOLVED** to accept the planting quote from Baginton Nursery for £463.20 (£386.00 + £77.20)

There followed a discussion about “Watering the planters” during the summer months. The following was agreed:

Cllr Mrs Dean            Kenilworth Road  
Cllr Corbett             Coventry Road  
Cllr Saul                    Thwaites  
Cllr Revd Coles         Rugby Road – Princethorpe end.  
Cllr Mrs Bull             Rugby Road – Leamington end

## 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 Cubbington	Erection of Front extension and pitched roof over existing side extension	No representation

### 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

Cllrs Mrs Dean, Cllr Mrs Bull and Cllr Corbett have all recently attended a planning training session. They were asked to give some thought as to how the Parish Council deals with planning applications in the future. The Cllr Mrs Dean, Cllr Mrs Bull and Cllr Corbett were asked to come up with a plan for the next meeting.

### 13. Annual Playground Inspection Results

Cllrs noted the Annual Playground inspection results. Cllr Saul will contact a local contractor for a quote to clean the wet pour, as recommended.

Cllr Hodges stated he will contact John Homes at Warwick District Council as WDC are due to refurbish several their playgrounds this year. CPC may be able to join in the contract and obtain a better price.

### 14. Clerk and Responsible Financial Officer to Cubbington Parish Council

It was proposed by Cllr Revd Coles, seconded by Cllr Corbett and **RESOLVED** to recruit a new Clerk and Responsible Financial Officer, following the resignation of the current clerk.

### 15. Fences and Bollards

A quote has been received from a local contractor to undertake various work around the village. The Clerk advised these should not be considered at this meeting as the quotes are not on the Agenda. The Cllrs stated they want the orders to be placed, as there is a lot of work required around the Parish and very little work was undertaken during the financial year 2018/19.

It was proposed by Cllr Mrs Dean, seconded by Cllr Corbett and **RESOLVED** the following orders be placed:

Village Hall – take out 8 (150 x 150) rotten posts, fill holes tarmac to finish. Cost £ 100.00

Take up paving slabs to front of hall and renew with non slip light coloured slabs. Cost £ 625.00

Take out 10 (150 x 150) posts to walkway and renew. Fit reflective tops Cost £ 520.00

Repair 2 slabs to end of side path. Cost £ 30.00

Take down Car Park Sign and refit to new gate at the

front of the Car Park.	Cost £ 20.00
Take out tow posts and fill holes. Tarmac to finish.	Cost £ 45.00
Fit four new gully tops to grids	<u>Cost £ 50.00</u>
	<b>Total Cost £1390.00</b>

To replace the wooden fence from the footpath to New Fields, re-using the existing Kissing gate. Cost £495.00

High Street Bus Stop – take off existing aluminium strip to top of fascia and replace with galvanised steel strip. Clean floor and repaint. Clean ceiling and repaint. Clean all plastic fasciae. Cost £395.00

Rugby Road, Broadway Bus Stop – Clean floor and ceiling, repaint, repoint 6m2 of brickwork. Clean plastic fascia's Cost £325.00

Rugby Road (near shops) and mid Rugby Road – Clean floors, ceilings and paint. Patch point areas of brick work. Clean all plastic fascia's. Cost £325.00

**16. Bases for new benches**

Quotes for bench bases to be obtained from Steve Hay. There used to be a bench at Penns Close, can this be replaced – to go on next agenda.

**17. Correspondence**

Bank Statements

**18. Items for next Agenda** – Vacancies on the Parish Council, Replacement bench for Penns Close, Projects for the Year, Trusts status for Pavilion, Extension to Village Hall Car Park, Section 24 Standing Orders – reply from WALC, redecoration of the outside of the Pavilion, Grant payment to St Marys Church towards Parish News printing costs, 2018 – 2019 Annual Governance and Accountability Return, Quarter 4 2018/2019 balances

**Next Meeting Date 9<sup>th</sup> July 2019**

Meeting ended 20:50 hrs

Signed

Date