

# CUBBINGTON PARISH COUNCIL

*Clerk to the Council:*

*Correspondence address: Belby, Common Lane, Corley CV7 8AQ*

*Phone 07877 559825*

*Email: [clerk@cubbington.org.uk](mailto:clerk@cubbington.org.uk)*

*[www.cubbington.org.uk](http://www.cubbington.org.uk)*

19<sup>th</sup> September 2019

The next meeting of Cubbington Parish Council is being held on 26<sup>th</sup> September 2019 at 7:00pm, at Cubbington Village Hall, Broadway, Cubbington, CV32 7JR.



Jane Chatterton PSLCC  
Clerk & RFO to the Parish Council

*Members of the public and press are welcome to attend*

## **A G E N D A**

### **Councillor Day - Warwick District Council Leader (in attendance)**

Cllr Andrew Day, the new Leader of Warwick District Council has asked if he could visit Cubbington Parish Council to discuss and engage with you all on subjects that are of particular concern to the Parish Councils and your residents.

### **Gary Charlton – Contract Services Manager, WDC**

Attending to discuss the District Councils grounds maintenance and street cleansing contracts

1. **Apologies:** To receive apologies and approve reasons for absence
2. **Declarations of Interest:**
  - (a) Councillors are reminded of the need to keep their Register of Interests form up to date
  - (b) To declare any Disclosable Pecuniary Interests in agenda items and their nature
  - (c) To declare any Other Disclosable Interest in items on the agenda and their nature
  - (d) Written requests for the council to grant a dispensation (s33 of the Localism Act 2011) are to be lodged with the clerk in advance of the meeting
3. **Minutes of previous meeting:**

**Recommendation:** To approve minutes of the Parish Council Meeting held on 25<sup>th</sup> July 2019
4. **Matters Arising not listed on the agenda**
5. **Public participation:** To adjourn to allow public participation.  
Members of the public may not take part in the Parish Council meeting and the Parish Council cannot pass a resolution on matters raised during public participation that are not on the agenda. Residents are invited to give their views and raise questions to the Parish Council. Please keep to two minutes or less to make your point. If you wish items to be on the agenda you may raise them with a Councillor or the Clerk at least a week before each meeting, or for the next agenda during Public Participation.
6. **Correspondence**
  - 6.1 **Car Park, Coventry Road**

**Recommendation:** Note response from WCC
7. **Chairman's Report**

**Recommendation:** Receive/note the Chairman's Report

# CUBBINGTON PARISH COUNCIL

## 8. Councillors Reports in brief

**Recommendation:** Receive/note updates from:

- Cllr Saul - Community services
- Cllr Hodges – WALC
- Cllr Coles
- Cllr Ann Higham - Pavilion and Village hall

## 9. District and County Councillors Reports for information

**Recommendation:** Receive reports from:

*WDC Councillors;* Cllr Pam Redford and Cllr Trevor Wright and *WCC Councillor;* Cllr Wallace Redford

*WDC Councillors;* Cllr Alan Boad, Cllr Heather Calver and Cllr Phil Kohler and *WCC Councillor;* Cllr Sarah Boad

## 10. Highways and Police

**Recommendation:** Receive updates

## 11. Dog Fouling

**Recommendation:** Discussion

## 12. Finance

### 12.1 Bank Balances

The Parish Council's credit balances – 19<sup>th</sup> September 2019

Account	£
Unity Trust Bank TOTAL	<b>£55,108.53</b>

### 12.2 payments PAID since the last meeting: -

<b>(Current Account)</b>				
Date	Ref	Payee	Details	Value
25.07.19	E32	Perennial Landscapes	Grounds maintenance June 2019 FINAL PAYMENT	£271.90
25.07.19	E33	Gary Willoughby Inv 00011	Playground inspection weeks commencing 3rd, 10th, 17th, 24th June 2019	£102.00
25.07.19	E34	J Chatterton	Clerk Salary July (DPA)	
25.07.19	E35	J Chatterton	Office Allowance, Expenses Clerk	£102.28
	E36	Baginton Nurseries		£1,499.94
	E37	Baginton Nurseries		£463.20
	E38	I Hodges	Reimbursement keys	£30.00
26.08.19	E39	G Willoughby Inv00012	Playground inspection weeks commencing 1 <sup>st</sup> 8 <sup>th</sup> 15 <sup>th</sup> 22 <sup>nd</sup> & 29 <sup>th</sup> July	£132.45
26.08.19	E40	Wagstaff	Invoice Mowing July	£625.00
26.08.19	E41	AIMS	Payroll Provider	£144.00
27.08.19	E42	Shay Construction	Parish Asset Repairs	£1,770.00
27.08.19	E43	Shay Construction	Parish Asset Repairs	£2,720.00
27.08.19	E44	J Chatterton	Clerk Salary August (DPA)	
27.08.19	E45	SSE SWAC	Electricity Bill	£170.34
09.09.19	E46	Wright Hassell	Legal Fees	£900.00
09.09.19	E47	Wagstaff	Invoice 3836 Mowing August	£625.00
09.09.19		Gary Willoughby Inv 00013	Playground inspection weeks commencing 5 <sup>th</sup> 12 <sup>th</sup> 19 <sup>th</sup> 26 <sup>th</sup> Aug 19	£112.69

# CUBBINGTON PARISH COUNCIL

## 12.3 Accounts to be paid

<b>(Current Account)</b>				
<b>Date</b>	<b>Ref</b>	<b>Payee</b>	<b>Details</b>	<b>Value</b>
26.09.19	E48	J Chatterton	Clerk Salary September (DPA)	
26.09.19	E49	J Chatterton	Office Allowance, Expenses Clerk August & Sept	£104.58
26.09.19	E50	J Chatterton	Reimbursement Ink & stationery	£81.79
26.09.19	E51	PFK Littlejohn	External Audit Fee	£360.00

## 12.4 Community Payback Equipment Purchase

**Recommendation:** Receive, discuss and approve

## 12.5 Christmas Tree

**Recommendation:** Discuss and approve purchase of second Christmas Tree

## 12.6 Village Hall and the Pavilion

**Recommendation:** Approval of Independent Valuation of both the Village Hall and the Pavilion

## 13. Audit 2018 19

**Recommendation:** Receive and note report from External Auditor

## 14. CCTV

**Recommendation:** Receive and discuss update

## 15. Planning Matters

### 15.1 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:

**Planning applications w/c 05.08.19 to 11.08.19**

**Planning applications w/c 12.08.19 to 18.09.19**

**Planning applications w/c 19.08.19 to 25.08.19**

Nothing to note

**Planning applications w/c 26.08.19 to 01.09.19**

<b>Number</b>	<b>Address</b>	<b>Work</b>	
W/19/1285	2 Penns Close	Variation of condition 2 for the application reference W/19/0287	No comments sent

**Planning applications w/c 02.09.19 to 08.09.19**

Nothing to Note

**Planning applications w/c 09.09.19 to 15.09.19**

Nothing to report

## 16. Parish Updates/Projects

### 16.1 Playground Refurbishment

**Recommendation:** Receive an update

## 17. Pavilion

**Recommendation:** discussion to convert the Pavilion into a charity

# CUBBINGTON PARISH COUNCIL

## **18. Governance**

### **New Policies and Policy Updates**

**Recommendation:** Approve the following policies

- 18.1 Community Engagement Policy
- 18.2 Complaints Policy
- 18.2 Vexatious Complaints Policy
- 18.3 Risk Assessment Policy
- 18.4 Data Protection Policy
- 18.5 Equal Opportunities Policy
- 18.8 GDPR Privacy Notice
- 18.9 Health & Safety Policy

## **19. Councillor's reports and items for future Agenda:**

Councillors are requested to use this opportunity to report minor matters of information (this is for matters which come up after the agenda is published) or action, not included elsewhere on the Agenda, and to raise items for future Agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

## **20. Date of the Next Meeting**

To confirm the date of the next meeting as 24<sup>th</sup> October 2019