

## Cubbington Parish Council

### Minutes of the Parish Council Meeting held at 7:00pm, St Mary's Church, Cubbington on 24<sup>th</sup> October 2019

**Present:**

Councillor Rob Corbett	Councillor Mrs Ann Higham
Councillor Stuart Bosworth	Councillor Ian Hodges (Chairman)
Councillor Margaret Bull	Councillor Doug O'Donnell
Councillor Graham Coles	Councillor David Saul
Councillor Mrs Andrea Dean	Councillor Paul Watkins

Warwick District Councillors: Councillor Trevor Wright, Councillor Phill Kohler,  
Councillor Alan Boad (part)

Warwick County Council: Councillor Sarah Boad

**Residents:** 4

**In Attendance:**

Jane Chatterton, Clerk & RFO

The Chairman opened the meeting and thanked Reverend Coles for allowing the meeting to take place in the Parish Room.

**82. Apologies**

Apologies for absence were received from WDC Councillor; Cllr Mrs Pam Redford. WCC Councillor; Cllr Wallace Redford.

**83. Declarations of Interest**

Declarations of interest were received from:

Councillor Mrs Ann Higham – Village Hall and Pavilion Committees.  
Councillor Graham Coles – Village Hall and Pavilion Committees  
Councillor David Saul – Village Hall and Pavilion Committee  
Councillor Ian Hodges – Village Hall Committee  
Councillor Doug O'Donnell – Village Hall Committee

**84. Minutes of the Meeting held on 26<sup>th</sup> September 2019**

The minutes of the meeting held on 26<sup>th</sup> September 2019 were discussed.

**RESOLVED THAT** the minutes of the meeting held on 26<sup>th</sup> September 2019 were approved and signed by the Chairman.

**85. Matters Arising not listed on the agenda**

There were no matters arising that were not listed on the agenda.

**86. Public participation**

There were no members of the public who wished to raise any issues.

**87. Correspondence****87.1 WALC AGM**

It was noted that the WALC AGM would take place on Saturday 9<sup>th</sup> November. Anyone wishing to attend should book their place via the Clerk.

**87.2 Waterplus Demand**

As previously reported a demand had been received from Waterplus. The Clerk updated that she had liaised with the company and clarified the outstanding queries. It was confirmed that the outstanding payments were for the Village Hall and related to water usage prior to the meter being changed, following a leak.

It was proposed (albeit reluctantly) to accept the charge and settle the outstanding sum.

*Proposed Councillor Corbett Seconded Councillor Rev Coles Unanimous*

**RESOLVED THAT** the Clerk make the payment to Waterplus.

**88. Chairman's Report**

The Chairman updated that he was not able to attend the WALC meeting in October.

The Payback Team had been working in the Village again concentrating on the Churchyard, the Recreational Ground and the new field walk path. Walking around the Village it was good to see how tidy and well-kept it was.

He had been in consultation with Mr Dave Morris who organised the Christmas Faye and Christmas trees, the two trees had now been ordered and a suitable site had been selected for the tree to be placed in New Cubbington.

He had worked with Councillor O'Donnell on clearing the areas in preparation for the extension to the Village Hall car park.

Following a meeting with John Crossling of WALC he had been asked to be the Warwickshire Area Representative for the forthcoming year.

He had also been working with the Clerk finalising the application in readiness for submission to the HS2 Community Fund.

**89. Councillors Reports in brief****Cllr Saul – Community services**

Councillor Saul reminded everyone that the Civic Service would take place on Thursday 12<sup>th</sup> December at 7pm. It was noted that the Service was very enjoyable, uplifting, an excellent event for the parish.

**Budget Proposal Document**

Councillor Saul stated that he was happy with the format of the draft budget, it was easy to follow, uncomplicated and thanked the Clerk. The draft budget contained £1,000 for "Highways" and the recommendation was proposed to update the Parish street furniture. Signs were looking tired and required repainting and updating.

It was noted that there were still funds in the 2019-20 budget under "Highways" and the funds should be sufficient to carry out these updates.

*Proposed Councillor Corbett Seconded Councillor Rev Coles Unanimous*

**RESOLVED THAT** Councillor Saul obtained quotations for the required work. Agenda item for November's meeting.

**Cllr Hodges – WALC**

No updates to report.

**Cllr Coles**

Councillor Coles gave thanks to the Community Pay Back team who had carried out maintenance in the Churchyard.

The Remembrance Service would take place on Sunday 10<sup>th</sup> November at 10:45am.

**Cllr Ann Higham - Pavilion and Village Hall**

Councillor Higham updated that the Pavilion looked very smart now that the painting work had been completed. Work had started on the extension to the Village Hall car park. Councillor O'Donnell added that the ground had been excavated, the curbs would be re-instated and the required materials were on site ready for work to commence next week.

It was agreed that new lighting would be required. This to be investigated.

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

**Councillor Sarah Boad - WCC**

Councillor Mrs Boad updated that safety concerns had been raised with HS2 contractors in relation to vehicles moving soil on the local roads, especially during school drop off and pick up times.

**Signage at Sainsburys**

This matter had been ongoing for 6 months. Councillor Boad continued to email Sainsburys to get the matter, in relation to entrance and exit signage, progressed.

**Councillor Phil Kohler**

Councillor Kohler updated on the planning application for 122 Leicester Lane. He had lodged an Objection to the planning application and had registered his request to speak at the Planning Committee meeting.

**Councillor Trevor Wright**

Councillor Trevor Wright updated that Ed King had been awarded the Joanne Graham Award. The award was set up in the memory of Joanne Graham who was one of the first Police Community Support Officers in Warwick District and during her time in this role she had a positive impact on the community in which she worked and on her colleagues in Warwickshire Police and other partner agencies. Sadly, Joanne passed away in December 2012 after a short illness and in recognition of the examples she set an award may be given annually in her name.

The award may be given to a PCSO serving in this district who had made a significant contribution to improving the quality of life for the community in which they worked.

**Waverley Riding Stables**

Councillor Wright reported that Waverley Riding Stables had won their planning appeal. It was noted that this would mean that s106/CIL funds would become available.

**ACTION:** Clerk to email Councillor Wright in relation to the Parish Council obtaining s106/CIL funds, as the advice given by WDC varied.

**Village Maintenance**

Councillor Wright updated that he had met with WDC in relation to the issues with maintenance raised at September's meeting. A schedule was being produced by Contract Services and would be reviewed by the Parish Council and agreed. A further meeting would take place and the service monitored.

**91. Highways and Police**

Nothing new to report.

**92. Finance****92.1 Bank Balances**

It was reported that the Parish Council's credit balances as at 17<sup>th</sup> October 2019 were:

Account	£
Unity Trust Bank TOTAL	<b>£79,323.28</b>

**92.2 payments PAID since the last meeting:-**

<b>(Current Account)</b>				
Date	Ref	Payee	Details	Value
29.09.19	E49	Unity Trust	Service Charge	£18.00
01.10.19	E50	J Chatterton	Clerk Salary September (DPA)	
01.10.19	E51	J Chatterton	Office Allowance, Expenses Clerk August & Sept	£104.58
01.10.19	E52	J Chatterton	Reimbursement Ink & stationery	£81.79
01.10.19	E53	Shay Construction	Updates to the Pavilion	£2,380.00
01.10.19	E54	PFK Littlejohn	External Audit Fee	£360.00
01.10.19	E55	HMRC	September tax for Clerk (DPA)	
01.10.19	E56	SPS Payroll	Payroll Provider	£131.50
01.10.19	E57	Gary Willoughby	Playground 9 <sup>th</sup> 16 <sup>th</sup> 23 <sup>rd</sup> 30 <sup>th</sup> Sept	£102.00
06.10.19	E58	I Hodges	Reimbursement Poppy wreaths	£36.00
06.10.19	E59	Wagstaff	Invoice 3855	£625.00
06.10.19	E60	Shay Construction	Work to Village Hall	£112.00
06.10.19	E61	Warwickshire LGPS	Pension – Employer/Employee (DPA)	

**92.3 Accounts to be paid**

<b>(Current Account)</b>				
<b>Date</b>	<b>Ref</b>	<b>Payee</b>	<b>Details</b>	<b>Value</b>
26.10.19	E62	J Chatterton	Clerk Salary September (DPA)	
26.10.19	E63	HMRC	October Tax payment for Clerk	
26.10.19	E64	J Chatterton	Office Allowance, Expenses Oct 2019	£20.00
26.10.19	E65	Village Hall	Meetings July & Sept	£44.00
26.10.19	E66	Martyn Pugh	Councillor Badges	£350.00
26.10.19	E67	Building & Plumbing Supplies	Materials for VH car park	£703.30
26.10.19	E68	Building & Plumbing Supplies	Materials for VH car park	£396.43
26.10.19	E69	PSL Distribution	CCTV	£456.00
26.10.19	E70	Doug O'Donnell	Reimbursement skip hire 1	£204.00
26.10.19	E71	Doug O'Donnell	Reimbursement skip hire 2	£204.00
30.10.19	E72	Mrs L Montgomery	Gate Holder fee 01.04.19 to 30.09.19	£125.00

*Proposed Councillor Saul Seconded Councillor Corbett Unanimous*

**RESOLVED THAT** the payments be approved.

**92.4 Accounts received**

<b>(Current Account)</b>				
<b>Date</b>	<b>Ref</b>	<b>Payee</b>	<b>Details</b>	<b>Value</b>
03.10.19	R	HMRC	VAT Refund 2018 19	£6,049.05

**RESOLVED THAT** the receipts be noted.

**92.5 Bank Reconciliation up to 30<sup>th</sup> September 2019**

The Bank Reconciliation up to 30<sup>th</sup> September 2019 was received and discussed.

**CASH BOOK**

Opening Balance 1st April 2019	£50,517.19
Add Receipts up to 30th September 2019	£48,136.84
Less: Payments up to 30th September 2019	(£20,113.50)

Closing balance per cash book as	<u>£78,540.53</u>
at 30th September 2019	

*Proposed Councillor Corbett Seconded Councillor Rev Coles Unanimous*

**RESOLVED THAT** the Bank Reconciliation up to 30<sup>th</sup> September 2019 be approved.

**92.6 Quarterly Report up to 30<sup>th</sup> September 2019**

The Quarterly Report up to 30<sup>th</sup> September 2019 was received and discussed.

**RESOLVED THAT** the Quarterly Report up to 30<sup>th</sup> September 2019 be approved.

**92.7 Village Hall and the Pavilion**

The Clerk updated that she had approached several firms to obtain an independent Valuation of both the Village Hall and the Pavilion, to date none had been identified.

Work would continue.

**ACTION:** Agenda item for November's meeting.

**93. Draft Budget and Precept Request 2020-21**

The draft budget and precept request for 2020-21 had been prepared for discussion.

After discussion it was agreed to set the budget and precept request for 2020-21 as £47,150.00.

*Proposed Councillor Saul Seconded Councillor Mrs Higham Unanimous*

**RESOLVED THAT** the Budget and Precept Request for 2020-21 be approved as £47,150.00.

**94. Planning Matters****94.1 Consultation List**

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

**between 30/09/2019 and 06/10/2019**

Number	Address	Work	
W/19/1568	2 Penns Close	Landing and steps to facilitate access to the rear garden, together with additional screening	No comment
W/19/1626	122 Leicester Lane	Proposed demolition of existing house and outbuildings and erection of 1no. of four-bedroom house and 3no. two-bedroom detached bungalows	OBJECTION

**ACTION:** Clerk to contact WDC Planning Department and request permission for Councillor Saul to speak at the Planning Committee meeting (W/19/1626).

**between 07/10/2019 and 13/10/2019**

Nothing to report

**between 14/10/2019 and 20/10/2019**

Number	Address	Work	
W/19/1715	15 Beaufort Avenue	Erection of a two storey, part single storey side/rear extension and a porch	No Comment

**95. HS2**

Councillor Watkins updated on HS2.

It was noted that the Oakervee report was yet to be published. In the interim the Minister of State had issued an instruction that work in Ancient Woodlands should cease until January 2020 at the earliest, HS2 construed that to mean they were still able to clear vegetation, transplant subsoils and remove branches to discourage bird and bat nesting. Their definition of a tree was anything with a diameter greater than 150 mm, anything smaller was vegetation.

It was largely this view that prompted protestors to set up camp in the South Cubbington woods.

Councillor Watkins and others had made representation to our MP Jeremy Wright and subsequently he obtained, from the Minister, an assurance that ALL works within Ancient Woodland would cease until the review had been published and the Government's position known.

Notwithstanding this, attempts had been made by HS2 contractors to enter the woods and they had been thwarted by the protestors.

Councillor Watkins had been in contact during the last month with our MP Jeremy Wright, Cubbington against HS2 organisation and Councillor Wright from the WDC. On Friday last, he had attended the HS2 Sub Forum in Kenilworth, chaired by our MP and attended by representatives from WCC, WDC, HS2 Ltd and their contractors Laing O'Rourke Murphy and Balfour Beatty Vinci.

At the meeting Jeremy Wright obtained assurances from HS2 and their contractors that no work would be done in South Cubbington Woods, Councillor Illingworth made the point echoed by others that HS2 was not trusted by the local community and this was one of the reasons protestors had set up camp. He and others also felt that the management structure of HS2 was opaque, it was difficult to know who to contact with concerns and communication within the organisation was poor.

Others complained of a lack of communication from HS2 and Jonathan Lord reminded the meeting that updates on works locally could be obtained by visiting the HS2 website and registering with Commonplace whereby email notifications would be sent.

The next forum would take place on November 15<sup>th</sup> by which time the Oakervee report may have been published.

**RESOLVED THAT** the update be noted.

**96. Public Paths**

Councillor Bosworth updated that work had commenced on the lengthy process of mapping the public footpaths in Cubbington. An update would be received once further work had been completed.

Councillor Bosworth also reported that he had visited the Cubbington Action Group Against HS2 camp that was situated in Cubbington Woods. It was agreed that the volunteers were working hard to maintain a strong presence in the Woods and were to be congratulated on their efforts. Anyone who was able to support them in anyway was invited to do so.

Any complaints in relation to HS2 should be formalised, there was a link via their website. People were encouraged to raise issues and to keep Councillor Wright informed.

**97. Remembrance Sunday Parade and service (Cllr Rev Coles)**

As previously updated the Remembrance Sunday Parade and Service would take place on Sunday 10<sup>th</sup> November at 10:45am.

**98. Councillor's reports and items for future agenda****Speeding – Cross Lane**

Councillor Watkins raised the concern again of speeding on Cross Lane and New Street. The roads were being used as a “rat run” during rush hour. This was very dangerous around the schools. Signage being erected warning motorists that there was a school should be looked into. Councillor Saul updated that he was investigating this.

**ACTION:** Request Councillor Wallace Redford to raise at February's meeting on Safer Routes to School.

**Speed Watch**

Advert to be placed in the Parish Magazine requesting volunteers to join the Speed Watch Team.

**99. Civic Service**

The Civic Service would take place on Thursday 12<sup>th</sup> December 2019 at 7pm.

**100. Rural infrastructure possibilities for CIL Ideas**

It was noted that due to developments taking place in the Parish, funds would be available from CIL.

Some ideas were suggested as:

1. Perimeter path around recreation ground
2. Wooded area in recreation ground
3. New border hedge to replace the one that we removed
4. New fence to the north side of recreation ground
5. Sensory area in recreation ground
6. Gym equipment for mature people in recreation ground
7. Solar power with battery for the pavilion
8. New fence in Austin court play area where it meets school playing field
9. Cycle path along Rugby road
10. A social meeting place for seniors in daytime and youths at night
11. Public toilets in recreation area



12. Fenced dog exercise area
13. Storage area for the Village Hall/Pavilion

**ACTION:** Councillors were asked to provide further ideas for consideration.

**101. Date of the Next Meeting**

The date of the next meeting was confirmed as 28<sup>th</sup> November 2019 at the Village Hall.

Meeting closed at 8:20pm

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