

Cubbington Parish Council

Minutes of the Parish Council Meeting held at 7:00pm, the Village Hall, Cubbington on 28th November 2019

Present:

Councillor Rob Corbett	Councillor Doug O'Donnell
Councillor Mrs Andrea Dean	Councillor David Saul
Councillor Mrs Ann Higham	Councillor Paul Watkins
Councillor Ian Hodges (Chairman)	

Warwick District Councillors: Councillor Trevor Wright, Councillor Pam Redford
Councillor Alan Boad

Warwick County Council: Councillor Sarah Boad

Residents: 3

In Attendance:

Jane Chatterton, Clerk & RFO

102. Apologies

Apologies for absence were received from Councillor Graham Coles, Councillor Stuart Bosworth. WDC Councillor; Cllr Phill Kohler, WCC Councillor; Cllr Wallace Redford.

103. 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

Councillor Saul also declared an interest in item 13, as he is a School Governor.
Councillor O'Donnell also declared an interest in item 14.

104. Minutes of previous meeting:

The minutes of the Parish Council Meeting held on 24th October 2019 were discussed.

RESOLVED THAT the minutes of the parish council meeting held on 24th October 2019 were approved.

105. Matters Arising not listed on the agenda

It was noted that all actions from October's meeting had been completed. There were no matters arising that were not agenda items.

106. Public participation

There were no members of the public who wished to speak.

107. Correspondence**107.1 BT notification of kiosk removal (outside the Parish)**

Notification had been received from BT in relation to the formal consultation process regarding their current programme of intended public payphone removals.

The telephone kiosk removals involved the following (none were situated in the Parish):

1. NR Southway PCOI St Margarets Road, Leamington
2. PCO PC01 Hillcreast, Leamington
3. PCO PC01 Heathcote Road, Whitnash, Leamington
4. Junction Shrubland Street, PCO1, Brunswick Street, Leamington
5. JNC Hill Street PCO1 Emscote Road, Warwick
6. OFF Corbinson Close, PCO1 Deansway, Warwick
7. Dencer Drive, PCO1 Leyes Lane, Kenilworth
8. PCO PC01 Birches Lane, Kenilworth
9. PCO PC01 Kenilworth Road, Blackdown, Leamington

RESOLVED THAT the information be noted.

107.2 Football Pitch

Discussion took place in relation to the request to aerate the football pitch. It was felt that aerating would not make any significant difference.

It was noted that a grant application would be made to make improvements to the football pitch.

RESOLVED THAT it was agreed not to carry out the works.

108. Chairman's Report

The Chairman updated that the Community Payback Team had spent 5 days this month working in the Parish. Due to the weather conditions it had proved difficult to carry out work. They had cleared hedges and carried out work around the Church. Some work had been provided to assist Councillor O'Donnell to clear the car park in readiness of installation.

The Village Hall car park extension had been completed and visitors were using it. It had been helpful during the Christmas Fayre. People need to be encouraged to park in the correct position.

The Chairman thanked Councillor O'Donnell on behalf of the Parish Council for his hard work.

The Chairman had attended the WALC AGM in November, information was available and would be circulated.

A lot of the time had been spent working with the Clerk looking at grant applications for various projects.

109. Councillors Reports in brief**Cllr Saul - Community services**

It was noted that it had been a busy month and it was worth mentioning that many issues had arisen this month. Councillor Saul, gave thanks and said the Parish Council were proud to have a great Chairman in Cllr Hodges, who had great vision.

All agreed and were proud to be part of the good team.

Community Services – issues with a property in Queen Street (agenda item).

Development on allotment site

Everyone was aware of the traffic lights which were causing inconvenience. These were in place to enable the installation of the new services into the allotment site. The method of the work was discussed, it was felt that this way of working caused further delays and the area was left in an unacceptable condition.

Councillor Saul had reported the problem to Mr David Elliston, who had visited the site immediately and told the workmen to reinstate the tarmac. This work was duly completed. It was noted that the subcontractor should do this as a matter of course. Cutting corners was not acceptable.

ACTION: Clerk to write a letter to Bellway (developer), informing them that the Parish Council were monitoring them closely and to remind them of their responsibilities.

Price Road

Following a water leak on Price Road, Severn Trent had taken 3 attempts to try and repair the water leak. The third attempt they were successful. After the work was completed, they had left a mess on the road and the footpath, including stones, sand and soil, this had caused the drains to block. WCC had served Notice and they had until tomorrow to put everything right.

Christmas Light Switch On

Councillors were reminded of the event taking place on the evening of 8th December, the event started at 5:00pm, and the lights switch on was at 5:30pm, followed by a carol service.

Civic Service

Reminder that the Civic Service would take place on Thursday 12th December, starting at 7:00pm

Blocked drain on Windmill Hill

Councillor Mrs Dean updated that the drain on Windmill Hill was still blocked. The drain was situated on the left-hand side if travelling up the hill at the base of Bungalow Farm, towards the spinney. This had been raised previously.

ACTION: Councillor Pam Redford to report blocked drain.

Cllr Hodges – WALC

Councillor Hodges had attended the WALC AGM in November, a full day. Minutes were available, to be circulated if required.

Cllr Ann Higham – Pavilion and Village hall

Councillor Mrs Higham updated that the Village Hall was in use for all of the Christmas events and activities.

ACTION: The external lighting at the entrance to the Village Hall required looking at – the security lights aren't working as they should (Reg to look at).

110. District and County Councillors Reports for information**Councillor Alan Boad**

Councillor Alan Boad updated that the planning application for 122 Leicester Lane had been refused.

Councillor Pam Redford

Councillor Pam Redford updated that WDC Councillors had visited the Cubbington Action Group Woodland Camp. Meetings had taken place in relation to the footpath. One footpath had CCTV cameras on it and no signage (HS2).

It was noted that 200 protesters were taking it in shifts to occupy the camp, they were there 24 hours a day. For them this was a very difficult situation and in difficult conditions, especially due to the weather.

Councillor Trevor Wright added that allegations had been made about destructive behaviour but there was no evidence to support this. The camp protesters were aware that WDC does not support anything illegal. There was a need to negotiate and work with HS2 to achieve the best outcome possible. Any genuine issue was worked through and facilitated.

It was reported that the campers had the full support of the Parish Council's support. Protestors were also camping out in Crackley Wood.

Councillor Sarah Boad updated**Bus Stop**

It was noted that this had not been installed yet.

ACTION: Councillor Pam Redford would raise with Councillor Wallace Redford.

Safer Routes to School

Updates should include Kelvin Road, this would involve paint on the road, new signage. Parents should be reminded not to park across people's drive during drop off and pick up.

111. Highways and Police

Nothing new to report.

111.1 Road Closures 26th December 2019

Notification had been received from Warwick District Council in relation to the Town Police Clauses Act 1847, Section 21. The Cyclo Cross Kenilworth would take place on 26th December 2019 and a Temporary Prevention of Obstructions in Streets Order 2019 was required. This Order affected Common Lane (Kenilworth) and didn't affect Cubbington directly.

RESOLVED THAT the Order be noted.

112. Finance**112.1 Bank Balances**

The Parish Council's credit balances on the 21st November 2019 were reported as:

Account	£
Unity Trust Bank TOTAL	£68,118.05

112.2 payments PAID since the last meeting:-

(Current Account)				
Date	Ref	Payee	Details	Value
30.10.19	E73	Mrs L Montgomery	Gate Holder Fee 01.04.19 to 30.09.19	£125.00
30.10.19	E72	Waterplus	Outstanding Payment for Village Hall	£3,258.56
21.11.19	E75	J Chatterton	Clerk Salary November (DPA)	
21.11.19	E76	HMRC	Tax for Clerk November (DPA)	
01.11.19	E74	Mr G Willoughby	Playground inspections 7th (2hrs), 24th (2hrs), 28th (3hrs) October 2019	£59.50
10.11.19	E77	Warwickshire LGPS	Pension – Employer/Employee (DPA)	
01.11.19	E78	SIMS Garden Machinery Ltd	Equipment for Payback Team	£1,519.00
11.11.19	E79	Mr I Hodges	Reimbursement Ink for PC Printing	£31.00
11.11.19	E80	Mr D O'Donnell	Reimbursement VH Car Park Work	£284.20
18.11.19	E81	J Robbins Rural Works	Work to the Recreational Ground	£500.00
19.11.19	E82	Baginton Nurseries 115569	Planting	£614.40
19.11.19	E83	Building & Plumbing Supp	Invoice 1/1735683 (Benches)	£38.13
19.11.19	E84	Building & Plumbing Supp	Invoice 4/1735706	£133.78
20.11.19	E85	Mr I Hodges – Reimbursement	Screwfix	£73.76
20.11.19	E86	Mr I Hodges – Reimbursement	Generator Oil	£21.99
20.11.19	E87	Mr I Hodges – Reimbursement	Generator	£259.95
21.11.19	E88	J Chatterton	Office Allowance, Expenses Clerk November (inc stamps Civic Service)	£138.00
21.11.19	E90	Building & Plumbing Supp	Invoice 1/1736558	£26.10
21.11.19	E91	Building & Plumbing Supp	Invoice 4/1736563	£34.75
21.11.19	E92	Building & Plumbing Supp	Invoice 1/1737322	£335.21
21.11.19	E93	Building & Plumbing Supp	Invoice 1/1737618	£60.91

Proposed: Councillor Saul

Seconded: Councillor Corbett

Unanimous

RESOLVED THAT the payments be approved.**ACTION:** Clerk to speak to the Insurance company to check and ensure correct Public Liability Insurance is in place.**112.3 Accounts to be paid**

(Current Account)				
Date	Ref	Payee	Details	Value
	E89	George & Co Surveyors	Valuation of Village Hall & Pavilion	£630.00

113. Footpath Recreation Ground

Parishioners had for many years been requesting for improvements to be made to the Recreational Ground. This included improvements for access, especially for pushchairs, less ambulant users and wheelchairs. To do this a new pathway around the perimeter was required.

Various options and quotations had been obtained and these quotations obtained had proved that the project was cost prohibited, for the work to be carried out by contractors. The option for the

work to be completed by volunteers had been reviewed and this could be achieved by laying plastic mesh with stones/gravel. It was suggested that a trial could be tested an amount of £3,000 was requested so that we could then work out the feasibility of completion of the whole project. We would then be able to calculate the final cost to provide a 1.3m track and 500 metres in length.

This project had been an ongoing discussion for over 14 years. It was therefore agreed to carry out the project.

Proposed: Councillor Saul Seconded: Councillor Watkins Unanimous

RESOLVED THAT it was approved to continue with the project at a cost of £3,000.00.

114. Grants and Donation Application

Councillor Saul left the meeting and took no part in the discussion.

A grant application had been received from Cubbington School. The application was part of a larger project to develop the outdoor area at Cubbington Primary School. The aim of the project was to develop the wooded area and field to create an outdoor learning environment.

Phase one would be to create the outdoor learning area located on the school field with the addition of a wooden gazebo which would be used as an outdoor classroom and would provide much needed shade in the summer months. This also includes the addition of an outdoor seating area.

Phase two would incorporate work on the wooded area to create a Forest School.

The main aim of the wider project was to provide the children at Cubbington and the wider community the opportunity to understand, appreciate and care for the natural environment. The forest school and outdoor classroom would provide a safe environment for the children to learn. The outdoor area and Forest School would be available for use by the School, Schools Out (after school club), Cubs, Scouts and Beavers and we plan to work in partnership with these organisations to create an area which meets the needs of all organisations.

The addition of a forest school and outdoor learning area would be beneficial to the school and would support the National Curriculum and the children's learning through hands on learning experiences. There are also benefits to personal development as we would focus on boosting self-esteem, confidence, independence and creativity.

The School Finance Officer is currently working on additional grant claims in order to secure the funding required for both Phase one and two.

Discussion took place on the merits of the project. It was agreed that the School be notified that the Parish Council approve the grant. Funds to be set aside in the PC accounts for the project, money to be paid once the Primary School are ready to start the project, as the project is subject to securing other funds.

Proposed: Councillor Mrs Higham Seconded: Councillor Watkins Unanimous

RESOLVED THAT: The Parish Council approved the grant application for the sum of £2,000.

115. Parish Council Donation

Councillor O'Donnell left the room and took no part in the discussion.

Councillor O'Donnell had spent 3 weeks working on the car park, totalling over 100 hours. This work had been carried out on a voluntary basis and he had not been remunerated for his time.

In return for his voluntary work a request had been received for the Parish Council to make a donation of £500.00 to the OAP Club in Cubbington on behalf of the PC.

Proposed: Councillor Corbett Seconded: Councillor Saul Unanimous

RESOLVED THAT the donation of £500.00 be approved. Clerk to make the donation.

116. Valuation of Village Hall and Pavilion

The Clerk, Chairman and Councillor Higham had met with the Surveyor on 26th November to obtain a valuation of the Village Hall and the Pavilion.

The valuation takes into account the cost of demolition, professional fees and reinstatement of a building on the same footprint of the original.

RESOLVED THAT the valuations be noted, and the Clerk update the insurance policy for the Pavilion and Councillors Mrs Higham for the Village Hall.

117. Speed checker

The issue with speeding had been raised at previous meetings. Various signage and different displays were discussed. These were moveable and could be clipped to lampposts.

It was noted that the Parish Council would require permission from the County Council.

Councillor Saul reported that he had spoken to WCC Lighting Department and confirmed that no drilling or electricity feeds were required.

It was noted that Community Speedwatch had carried out speed watches round the school and these were effective but could only be carried out at certain times and under approved conditions. The last speedwatch had logged 13 incidents of speeding in Windmill Hill. Outside the school one driver was recorded speeding at 52 miles per hour. The proposed cameras had the facility to gather data and monitor their effectiveness.

Proposed: Councillor Saul Seconded: Councillor Corbett Unanimous

RESOLVED THAT it was approved to purchase two devices. Clerk to write to David Elliston and obtain the permission prior to order.

ACTION: Councillor Mrs Boad to email the Clerk the information for the plans for the work for outside Our Lady and St Thereas Catholic School.

118. Amendments between Cliff Cleaver Community Pavilion and Cubbington Parish Council

The Parish Council was asked to consider and approve the following amendments between the Cliff Cleaver Community Pavilion and Cubbington Parish Council.

2. MEMBERSHIP

- 2.2. The committee will consist of ONE Councillor appointed at the Annual Meeting of the Council each May and up to EIGHT co-opted members at any time. The co-opted Members shall be elected every year at the Annual General Meeting of the Committee. All Members of the Committee will be voting Members
- 2.3. Replacement Council appointed member
- 2.4. "elect a Chair from the Committee Members at the"

3. MEETINGS

- 3.1. "Committee shall meet on a two monthly basis in"

4. VOTING

- 4.1. Delete

8. EXTRA CLAUSE

The Council will permit the Committee to hold fund raising day/s on the Councils field abutting the Cliff Cleaver Pavilion.

RESOLVED THAT the amendments be approved subject to Amendment – item 8. "10 days per year" being added.

119. Planning Matters**119.1 Consultation List**

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

between 28/10/2019 and 03/11/2019

Nothing to report

between 04/11/2019 and 10/11/2019

Nothing to report

Between 11/11/2019 and 17/11/2019

Nothing to report

Between 18/11/2019 and 24/11/2019

Nothing to report

120. 61 and 63 Queen Street

It was reported that there had been issues with the work being carried out to 61 and 63 Queen Street. They had been brought to the Parish Council's attention and it was felt that the state of the building was dangerous. Concerns had been raised during the refurbishment, the paint and scratch coat was coming off, big lumps of concrete were falling onto the highway below.

WDC had been made aware, Mr David Elliston was informed about the debris dropping onto the pavement. Due to the deterioration of the building the barriers had to come out further, resulting in most of the pavement now being closed. An Enforcement Notice which ends on 10th December 2019 had been served.

Mr Elliston had attended the site and advised the contractor there that this was not acceptable.

David Thorpe, from Building Enforcement was monitoring the situation.

RESOLVED THAT the update be noted. Situation to be monitored.

121. Local Council Award Scheme

The Local Council Award Scheme (run by WALC) exists to celebrate the successes of the very best local councils, and to provide a framework to support all local councils to improve and develop to meet their full potential. All local councils want to serve their local communities and make a real difference to the lives of the people that live there. The scheme offers councils the opportunity to show that they meet the standards set by the sector, assessed by their peers, and to put in place the conditions for continued improvement.

The Award Scheme had been designed to both provide the tools and encouragement to those councils at the beginning of their improvement journeys, as well as promoting and recognising councils that are at the cutting edge of the sector. It is only through the sector working together, to share best practice, drive up standards and supporting those who are committed to improving their offer to their communities that individual councils and the sector as a whole will reach its full potential.

Councils can apply for an award at one of three levels.

- The **Foundation Award** demonstrates that a council meets the minimum requirements for operating lawfully and according to standard practice.
- The **Quality Award** demonstrates that a council achieves good practice in governance, community engagement and council improvement.
- The **Quality Gold Award** demonstrates that a council is at the forefront of best practice and achieves excellence in governance, community leadership and council development.

RESOLVED THAT it was agreed for the Parish Council to apply.

122. HS2

Councillor Watkins updated that the meeting planned for November had been cancelled. Notification had been received from HS2 about impending works on the road by the woods on the Rugby Road. The work included the removal of vegetation, traffic would be controlled by temporary traffic lights.

RESOLVED THAT the update be noted.

123. Councillor's reports and items for future Agenda:

Nothing further to add.

Agenda item – January's meeting. Work to the outside of the Village Hall.

124. Rural infrastructure possibilities for CIL Ideas

Further ideas were required to add to the list discussed at October's meeting.

ACTION: Councillors to provide ideas.

125. Date of the Next Meeting

The date of the next meeting was confirmed as 23rd January 2020.

Meeting closed at 8:40pm

SIGNED BY THE CHAIRMAN

23rd January 2020