

## Cubbington Parish Council

Minutes of the Parish Council Meeting held at 7:00pm, 27<sup>th</sup> January 2022  
the meeting was held at Cubbington Village Hall

**Present:**

Councillor Ian Hodges (Chairman)	Councillor Paul Watkins
Councillor Daniel Meggitt	Councillor Gary Willoughby
Councillor David Saul (Vice Chairman)	Councillor Pete Smith
Councillor Andrea Dean	Councillor Doug O'Donnell
Councillor Esther McCarthy	

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

Warwickshire County Council: Councillor Wallace Redford, Councillor Sarah Boad

Residents: 4

In Attendance: Jane Chatterton, Clerk & RFO

The Chairman welcomed everyone to the meeting.

**380. Apologies**

Apologies for absence were received from Parish Councillors; Councillor Rev Graham Coles. WDC Councillors; Councillor Phil Kohler and Councillor Daniel Russell.

**381. Declarations of Interest:**

Declarations of Interest were received from:

Councillor Ian Hodges	-	Village Hall Committee
Councillor David Saul	-	Village Hall Committee & Pavilion Committee
Councillor Daniel Meggitt	-	Pavilion Committee
Councillor Esther McCarthy	-	Pavilion Committee
Councillor Doug O'Donnell	-	Village Hall Committee

**382. Minutes of previous meeting:**

The Minutes of the meeting held on 25<sup>th</sup> November 2021 were received and discussed.

**RESOLVED THAT** the minutes of the meeting held on 25<sup>th</sup> November 2021 were approved.

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

There were no matters arising to discuss.

**384. Public participation:** To adjourn to allow public participation.

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

**385. Correspondence****385.1 Letter requesting a skate park**

A letter had been sent to Councillor Saul from a young member of the Parish. Councillor Saul read out the letter from the 12-year-old young lady.

Councillors agreed that it was very well written letter and she had put her request forward very eloquently, listing valid reasons in support of her request. She was commended for her letter.

Lengthy discussion took place on the feasibility of how a project of this type could be delivered. Including; installation costs, planning permission, running costs including maintenance and insurance. Consultation with neighbouring parishioners would also be needed along with the views of the SNT. The idea of locating the stake park in the Austen Court play area was also considered but decided the land was unsuitable.

It was also agreed that a provision for 12- to 16-year-olds was required as currently this age group had little provision in the area.

The idea was put forward to link the idea to the work currently being undertake with the Neighbourhood Plan.

**RESOLVED THAT:**

- (i) The installation of a skatepark at this point in time was not an option.
- (ii) The skate park to be discussed as a potential future project alongside the NHP.
- (iii) Councillor Saul to write to the young lady with the Parish Council's response.

**386. Chairman's Report****Recreation Ground and Sensory Garden**

We have planted additional trees in the Recreation Ground in both the play area and also fruit trees in the orchard, this was done with the help of the payback team. We also planted two Mahonia's to add colour over the winter period. We have two Apricot trees which we are waiting for which when planted should complete the planting of the Recreation Ground.

Some of the funding for the trees was obtained from the WCC Greenshoots Grant.

We have had very positive feedback from the residents who use the area in ever increasing numbers. This has proved to be one of the best expenditures that the Parish Council has made, and my thanks go to everybody who has worked hard to get the funds and to make the dream a reality.

It helps with the impact of the climate emergency not only with tree planting but also providing a pleasurable open space within walking distance of their homes.

I believe it is a credit to the Parish Council and will be a treasure which will improve with the trees maturing for many decades to come.

**Water Harvesting**

The pump for the water harvesting system has been installed and all the wiring is now connected, and the pump is ready to use. There is a meter fitted at the distribution board that enables accurate readings to be taken to ensure that the Pavilion does not bear any additional costs. The security shed is fitted with 13-amp sockets and lighting and alarm system is also being installed.

**Pavilion**

I have been active in talks with the reconfiguration of the Pavilion with the removal of the internal wall which will open up a larger area and make it more suitable for letting and also enhance the facilities with increased storage and a more social area. The Pavilion Committee is working closely with the Clerk and myself in order to find the best way to finance these works which will be in the region of £15,000 (including reclaimable VAT). We believe that the increased area will easily pay for this over a short period of time. This building has for far too long been unproductive and not used to its full potential, with these changes it is hoped to realise its full use as an asset to the community.

The Pavilion Committee have an excellent community spirit, which shows through their desire to provide a space for all groups within the community to use. The Pavilion Committee are eager for the building to be used to its full capacity for all areas of the Community and not any select groups.

**Village Hall**

Since our last meeting time has been spent reviewing the legal documentation associated with the Village Hall. It has been firmly established that the freehold to the building was purchased by the Parish Council from WDRC (now WDC) many years ago and is currently run by a Committee.

**Additional Benches**

Working with Cllr O'Donnell, we have installed two additional benches around the village. One in Pens Close and one in Broadway. This completes the current benches that have been required although we have a destroyed one at Windmill Hill island that needs to be attended to following a road traffic incident damaging the bench beyond repair.

**Christmas**

Our thanks go to the Pavilion team for the installation of the Christmas lights another excellent display and also for the Christmas fair we are fortunate to have such an active team.

Also, to note that the Santa run raised such a large amount for a good cause. Many thanks to all involved, especially Cllr Pete Smith for all he did providing Santa with a comfortable sleigh.

Additional lights were also placed around the Recreation Ground in the Field Maple Trees, these work on solar power and as such have not been as successful as we may have wished. We will leave these in position so no doubt with the increased sunlight over the summer they will shine brightly.

**Lights in the sensory garden**

Lights were also displayed in the sensory garden and our thanks go to Cllr O'Donnell for his work.

**Payback**

The Payback Team worked on maintaining the various areas that they have been assigned to do.

**Wildflower Planting**

The Parish Council has been working with the Warwickshire Wildlife Trust to plant wildflowers on the banks in the Recreation Ground. This will add interest and also to help with pollination for the fruit trees.

We will be organising a date to do the scarifying and sowing. As the land that is going to be sown, is banked – we don't need to use a pedestrian scarifier, instead we will use harrows and rakes to scarify. 5/6 adults will be fine.

It might be nice for some children, perhaps from Happy Days, to come and sow the wildflowers and roll them in w/c 25<sup>th</sup> February.

Please contact the Clerk for further information.

**387. Councillors Reports in brief****• Cllr Saul - Community services**

New benches had been installed on Broadway and on Pens Close. The bench installed on Broadway was there originally but had been taken out some years ago. This had been well used in the past, especially by people waiting to use the bus.

Thank you to Councillors O'Donnell and Hodges for their work installing the new benches.

**• Cllr Saul – Pavilion Committee**

Christmas events - It was reported that the Christmas events had been very successful. Thank you to Councillor Smith for all his input making Santa mobile around the Parish. A total of £788.00 had been raised for the Myton Hospice Charity.

A big thank you to everyone who was involved.

Cubbington Calendars – this year the Calendar sales had raised £190.00. A donation had been made to the Charity, Luck Good Feel Better.

Defibrillator – the new defibrillator had arrived and would be fitted to the Pavilion next week. Thank you to the Parish Council for funding the purchase.

Emergency gates – new signage was to be installed on the entrances to the Recreation Ground with emergency contact details. Especially important to allow the emergency services to gain access in case of an emergency.

**• Cllr Saul – Village Hall**

Nothing to report.

**388. District and County Councillors Reports for information****Councillor Alan Boad – WDC**

South Warwickshire Local Plan - Councillor Boad updated on the South Warwickshire Local Plan. There had been 555 sites submitted and all of these had now been mapped and were available to view on their interactive map.

Three potential areas had been suggested for Cubbington.

Land adjacent to Hazelwood, Rugby Road – current use agricultural land

Land East of Cubbington, Rugby Road (CV37 7JL) – current use agricultural land

Land East of Coventry Road – current use allotments

**ACTION:** Clerk to circulate the link so Councillors can view the sites.

Commonwealth Games – a lot of work was going on in Leamington Town. Leamington, Warwick and Whitnash would be dressing up the Town for the Games. Events included a Cycle Road Race – woman and men’s race. Starting from Myton Road. Pump Room Gardens would house a big display screen so people can watch the games.

Council Tax 2022-23 – The Council tax debate for 2022-23 would take place next month. WDC starting to charge for Green bin waste collection would be discussed and decided. Proposal was for £20.00 from August for the half a year and £40.00 for a full year. New waste contractor would be appointed from August.

**ACTION:** Agenda item for February’s meeting, green bins.

Gigafactory – the application had not been called in by the Secretary of State and would now go ahead.

**Councillor Sarah Boad – WCC**

Commonwealth Games - Cycle race would take place on 6<sup>th</sup> August. Women 8:30am and men at 12:00pm.

Safety of the mini roundabout on the Rugby Road – Councillor Sarah Boad had attended site and looked at the roundabout, the paint on the road was fresh and new, the lights all work. Can’t see what else can be done. Accidents are occurring due to motorists not concentrating and not paying attention.

Ryan Machin had indicated that he is happy to attend site and look at the issue.

Councillor Saul added that the highest proportion of accidents are from the majority of cars that approach the roundabout from the Kenilworth Road. Cars are travelling too fast, and the signage is not adequate. Further traffic calming needs adding such as a narrow area prior to the junction or rumble strips.

Councillor Wallace Redford updated that this was looked at 3 years ago. All the new signage was put up that was asked for by the Parish Council. A lot of accidents occur due to driver error and motorists not knowing their Highway Code. Updating the signage would not decrease the number of accidents.

WCC has had a working group of 20mph speed zones. A decision by the working group and recommendations have been made and there shouldn't be a problem with the plans being approved. CPC should be able to look at the parish and decide if there is a call for 20mph to be applied, especially around the schools. Some are timed to come on during school times only. The Parish Council will have the opportunity for their ideas to be considered.

Covid – there had been 4 deaths recently in the County. Infection rate has gone up, last week it was going down but this week it has gone up again. Usual suspects in the top 10.

Hospitals - George Elliott and UHCW were at 98% of bed capacity, this included elected surgery and catch-up of people on waiting lists. Other local hospitals are in the 80s.

Vaccination rate - is very high, good high rate of take up. Nearly 80% of people in the area are vaccinated.

**Councillor Pam Redford - WDC**

Many updates had been provided by email and circulated to members.

**Councillor Trevor Wright - WDC**

Waverley Stables development – work would start on the building development at Waverley Stables early March.

**ACTION:** look out for notification of CIL.

Gigafactory – would be progressing with the outline planning but as yet they do not have a tenant and there will be a lot of s106 conditions applied.

**389. Highways and Police**

Nothing to report.

**390. Finance****390.1 payments PAID since the last meeting:-  
2021-22**

DATE	REF	DETAILS	EXPENDITURE
26.11.21	E192	Hutchings & Sons Trees – Recreation Ground	£2,115.00
26.11.21	E193	Abstract Pavilion signage	£222.00
26.11.21	E194	Mr D Meggitt Christmas events expenditure	£448.21
26.11.21	E195	PSL Invoice Christmas events expenditure	£234.00
26.11.21	E196	Coral Pavilion signage	£977.64
26.11.21	E197	Mr I Hodges cherry picker hire	£492.00
26.11.21	E198	Mr I Hodges Expenses and supplies	£274.50
26.11.21	E199	Metcalfe Timber & Builders Merchants	£42.06
02.12.21	E200	Reimbursement vouchers	£400.00
02.12.21	E201	Mr O'Donnell Maintenance November	£184.80
02.12.21	E202	Mr I Hodges expenses and supplies	£80.49
02.12.21	E203	Metcalfe Timber & Builders Merchants	£316.80
02.12.21	E204	Kompan Playground final invoice Recreation Ground	£47,261.38
02.12.21	E205	SPS Payroll November	£12.00
06.12.21	E206	Mr G Willoughby November Invoice	£155.00
06.12.21	E207	Mr A Deptford Defib and cabinet (Costcutters)	£1,740.00
06.12.21	E208	J Chatterton Survey Monkey Subscription	£384.00
13.12.21	E209	Moore Tibbetts account on retention	£2,400.00
13.12.21	E210	Tolan Training Cubbington Xmas lights switch on event	£120.00
13.12.21	E211	CJs Events Cubbington xmas lights switch on event	£252.00
13.12.21	E212	J Chatterton - maps for planning application	£35.39
20.12.21	E213	Hutchings & Sons trees Recreation Ground	£655.20
20.12.21	E214	J Chatterton Salary December	DPA
20.12.21	E215	HMRC Tax & NI Employer and Employee	DPA
20.12.21	E216	Mr I Hodges expenses & supplies	£153.48
20.12.21	E217	J Chatterton expenses inc Webhosting	£112.42
20.12.21	E218	WCC Pension Nov Employee & Employer Contribution	DPA
20.12.21	E219	Metcalfe Timber & Builders Merchants	£154.47
31.12.21	E220	Manual Credit Handling Charge – Bank	£0.60
31.12.21	E221	Service Charge Account 2 – Bank	£26.85
31.12.21	E222	Bank Charges Acc 2	£18.00

**RESOLVED THAT** the payments be approved.

**390.2 Bank Reconciliation 31<sup>st</sup> December 2021**

The Bank Reconciliation 31<sup>st</sup> December 2021 was received and discussed.

	£	£
<b>Balance per bank statements as at 31.12.21:</b>		
Main Account	£41,040.67	
Account 2	£90,116.62	
		<b>£131,157.29</b>
Petty cash float (if applicable)		£0.00
Less: any un-presented cheques as at 31.12.21	£0.00	
		£0.00
Add: any un-banked cash as at 31.12.21		
	£0.00	
		£0.00
<b>Net balances as at 31.12.21</b>		<b>£131,157.29</b>

**CASH BOOK**

Opening Balance 1st April 2021	Acc 1	£43,532.73	
	Acc 2	£16,968.74	
			£60,501.47
Add Receipts up to 31st Dec 2021			£272,097.83
Less: Payments up to 31st Dec 2021			£201,442.01
Closing balance per cash book as as 31st December 2021			<b>£131,157.29</b>

CIL (restricted)	£90,116.62
Parish Council Reserves Ringfenced	£25,000.00
Parish Council 2021 22 to meet exp	£16,040.67
<b>TOTAL</b>	<b>£131,157.29</b>

**RESOLVED THAT** the Bank Reconciliation 31<sup>st</sup> December 2021 be approved.

**390.3 Precept 2022-23**

The Clerk confirmed that the Precept 2022-23 request had been sent to WDC before the deadline, which had been acknowledged.

**391. Updates to the Pavilion Structure**

Councillor Meggitt updated on the work carried out to check on the viability of making internal alterations to the Pavilion. A Structural Engineer had surveyed the building and drawings had been received on how to open up the Pavilion main area. The dividing wall makes the prospect of letting limiting.

The drawings were circulated of what the area would look like. Three quotations had been received for the work. Looking at around £15,000 including VAT to complete all works, removal, making good, flooring etc.

The Pavilion Committee had voted to go ahead with the internal work.

**ACTION:** Clerk to pursue grant funding options.

### **392. Defibrillator Purchase**

A request had been made for the Parish Council to consider installing a defibrillator near the Kelvin Road shops.

*Proposed: Councillor Saul                      Seconded: Councillor McCarthy                      Unanimous*

**RESOLVED THAT:** it was approved to purchase a defibrillator for Kelvin Road.

### **393. Planning Matters**

Nothing to discuss.

### **394. Neighbourhood Plan**

Councillor Watkins reported that now that the coronavirus restrictions had been eased work had resumed on the Plan.

He had produced an online survey for residents with some 50 questions based on the previously discussed draft and uploaded this to the Survey Monkey site. The 60 people who expressed interest following the flyer issued last year were emailed to let them know of the link and over 50 had since completed the questionnaire.

He had asked that we now advertise the web address on the social media sites, in Contact Magazine and by flyer in the local shops. It had also been added to the Parish Council website. He envisaged this should be open for completion up to the end of April.

The results of the survey would then be analysed, and resident's views fed into the initial Plan.

We would need to work with consultants trained in producing Neighbourhood Plans and he had approached two (One recommended by Warwick DC) and received proposals from one and confirmation to tender from the other. When they were both received copies would be forwarded to Councillors for discussion and agreement. We would then contact Warwick DC for their approval and appointment.

We had now reached the point where we need a Working Group, any other councillors who wish to join should please let Councillor Watkins know and he would also be approaching some of those who previously expressed interest asking them to attend an inaugural meeting.

The consultants would need access to the Ordnance Survey Public Sector Geospatial Agreement (PSGA) to produce plans within the document and as this access is free to public bodies. He had applied on our behalf for access.

**ACTION:**

- (i) Paper versions be printed to allow those who do not use the internet to participate.
- (ii) Flyers to be printed for local shops and adverts to be placed in local magazines.
- (iii) Government Grant to be applied for when appropriate.

**395. Queens Platinum Jubilee**

Discussion took place on arrangements for the Queens Platinum Jubilee Weekend.

Councillor O'Donnell updated that he was building beacons for the Recreation Ground and a sign.

It was agreed to try and avoid other events taking place locally. Leamington's Day is Saturday.

Ideas included:

- Cubbington Silver Band
- Children's games
- Children's entertainment
- Bring your own picnic
- Ice cream van/burger van

Cubbington's Jubilee Day would be Sunday 5<sup>th</sup> June. Events would take place on the Recreation Ground near the Sensory Garden.

**396. HS2 Update**

Flood lighting – Councillor Pam Redford had made a complaint to HS2 about the level of lighting from the HS2 compound. The Parish Council was asked to monitor the situation if there was no improved to contact Councillor Redford for action.

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

- Complaint about dog mess on the field

**ACTION:**

- (i) speak to dog warden.
- (ii) Look at putting CCTV on the Pavilion.
- (iii) Replace the vandalised signage.
- (iv) Look at enforcement.

- Vans blocking Stonehouse Close because they couldn't get inside the Pavilion car park

**ACTION:** Councillor Meggitt to progress.

- Rugby Road closure – HS2 security would not let people through. Badly affecting local business.

**Agenda items**

- Warwickshire Local Plan identified sites in and around Cubbington. **ACTION:** Clerk to circulate the information.
- Green Bin waste

**398. Date of the Next Meeting**

The date of the next meeting was confirmed as Thursday 24<sup>th</sup> February 2022 at 7:00pm.

Meeting closed at 8:00pm