

CUBBINGTON PARISH COUNCIL

Clerk to the Council:

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21st July 2022

Dear Councillor

You are hereby summoned to attend the meeting of Cubbington Parish Council being held on 28th July 2022 at 7:00pm, meeting to be held at the Village Hall. If you are unable to attend, please forward your apologies to the Clerk.

The meeting is open to the press and members of the public who are welcome to attend all or part of the meeting but may only speak during the allocated time as listed under agenda item 5 below. The public may ask questions or raise concerns regarding matters on this agenda or for future consideration. There is no expectation on the council to respond to any comments made at this time.

J Chatterton

Jane Chatterton PSLCC

Clerk & RFO to the Parish Council

Members of the public and press are welcome to attend

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. **Councillor Co-option**
Recommendation: receive an update
4. **Minutes of previous meeting:**
Recommendation: To approve minutes of the Parish Council Meeting held on 23rd June 2022
5. **Matters Arising not listed on the agenda**
6. **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.
7. **Correspondence**
Recommendation: discussion
8. **Chairman's Report**
Recommendation: Receive/note the Chairman's Report
9. **Councillors Reports in brief**
Recommendation: Receive/note updates from:
 - Cllr Saul - Community services
 - Cllr Meggitt – Pavilion Committee

CUBBINGTON PARISH COUNCIL

10. Village Hall Update

Recommendation: discussion

- 10.1 Theft from Parish Council Workshop including:
Parish Council equipment, Property belonging to the Clerk and Chairman and Village Hall Stage
- 10.2 Update from the Village Hall Working Party
- 10.3 Removal of Cubbington Players equipment and request to remove their shed

11. 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 and Cllr Phil Kohler, Daniel Russell and *WCC Councillor;* Cllr Sarah Boad

12. Highways and Police

Recommendation: Receive updates

13. Finance

13.1 payments PAID since the last meeting:-

2022-23

DATE	REF	DETAILS	EXPENDITURE
20.06.22	E80	J Chatterton Clerk Salary June 2022	DPA
20.06.22	E81	HMRC Tax & NI Employee & Employer	DPA
20.06.22	E82	J Chatterton SLCC Training Coms & Playgrounds	£54.00
20.06.22	E83	WCC Pension Employee & Employer June 22	DPA
23.06.22	E84	Clerk expenses June 2022	£94.09
23.06.22	E85	Hawkesbridge 2329/3582 Ramp for shed	£216.00
23.06.22	E86	J Chatterton Viking reimbursement	£59.59
23.06.22	E87	I Hodges remib tank valves, plants labour. Stage	£145.28
23.06.22	E88	CCTV Mast installation	£3,642.00
30.06.22	E89	Manual credit handling	£0.90
30.06.22	E90	ACCOUNT 1 Bank Charges	£31.95
30.06.22	E91	Bnk Charges Acc 2	£21.90
JULY			
08.07.22	E91	SPS Payroll Invoice 9816 June	£12.00
08.07.22	E92	DS Wagstaff Invoice 4480 June	£715.00
08.07.22	E93	D Meggitt - Jubilee event reimbursement	£141.00
08.07.22	E94	EON	£15.46
08.07.22	E95	J Chatterton – Anti-graffiti wipes	£81.30
08.07.22	E96	J Chatterton - Plaque balance	£462.26
08.07.22	E97	Mr I Hodges – Reimbursement	£68.20
08.07.22	E98	Mr J Franks - Sensory Garden	£210.18
19.07.22	E99	D Meggitt - jubilee reimbursement adjustment	£1.00
20.07.22	E100	Abstract - Jubilee signage	£234.00
20.07.22	E101	Abstract - Jubilee signage	£190.80
20.07.22	E102	St Marys Church - Newsletter budget	£300.00
20.07.22	E103	J Chatterton Skip hire	£282.00
20.07.22	E104	Kirkwells Ltd NHP	£1,944.00

INCOME

2022-23

17.05.22	R	WDC Queens Platinum Fund	£1,000.00
08.07.22	R	WCC Greenshoots Fund	£3,702.00

13.2 Bank Reconciliation 30th June 2022

Recommendation: receive and approve

CUBBINGTON PARISH COUNCIL

13.3 Quarterly Report 30th June 2022

Recommendation: receive an approve

14. Clerk's Hours

Recommendation: Receive an update from the Staffing Committee

15. Bus Shelter

Recommendation: discussion

16. Governance

Recommendation: approve the following:

Councillor Code of Conduct

Councillors to complete new updated DPI forms

Approve Gifts and Hospitality Policy

17. WALC Council Award Scheme

Recommendation: approve application form

18. Planning Matters

Recommendation: Discuss any planning matters

19. Neighbourhood Plan

Recommendation: Receive an update

20. HS2 Update

Recommendation: Receive an update

21. 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.

22. Date of the Next Meeting

To confirm the date of the next meeting as **Thursday 22nd September 2022**