***Clerk to the Council:***

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

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19th January 2022

Dear Councillor

You are hereby summoned to attend the meeting of Cubbington Parish Council being held on 26th January 2023 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 CiLCA PSLCC*

*Clerk & RFO to the Parish Council*

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

**7:00pm to 7:30pm - In Attendance: Mr Philip Seccombe, DPCC Emma Daniell, Chief Inspector Faz Chishty,**

**Sergeant Beverley Wallington and PSCO Sharron Underwood**

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

1. **Minutes of previous meeting:**

**Recommendation**: To approve minutes of the Parish Council Meeting held on 24th November 2023

1. **Matters Arising not listed on the agenda**
2. **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.

1. **Correspondence**

**Recommendation**: discussion

**7. Chairman’s Report**

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

**8. Councillors Reports in brief**

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

* Cllr Saul - Community services
* Cllr Meggitt – Pavilion Committee

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

**10. Highways and Police**

**Recommendation:** Receive updates

**10.1 20 mph scheme around the two Primary Schools and Queens Street**

**10.2 White line painting – Cubbington Primary School**

**11**. **Finance**

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

**2022-23**

|  |  |  |  |
| --- | --- | --- | --- |
| **DATE** | **REF** | **DETAILS** | **EXPENDITURE** |
| 23.11.22 | E178 | J Chatterton Clerk Salary Nov inc Back Pay | DPA |
| 25.11.22 | E179 | HMRC Tax & NI Employee & Employer | DPA |
| 25.11.22 | E180 | WCC Pension Employee & Employer November 22 | DPA |
| 25.11.22 | E181 | Tolan Training First Aid Christmas Lights | £132.00 |
| 25.11.22 | E182 | J Chatterton Clerk Expenses November | £131.99 |
| 25.11.22 | E183 | Sensory Garden Lights | £161.76 |
| 25.11.22 | E184 | PSL Christmas Light Switch on | £240.00 |
| 02.12.22 | E185 | J Chatterton Microsoft Office | £59.99 |
| 02.12.22 | E186 | Maintenance Officer | £203.20 |
| 02.12.22 | E187 | Mr G Willoughby Playground Inspection | £90.00 |
| 14.12.22 | E188 | HMRC Tax & NI Employee & Employer | DPA |
| 14.12.22 | E189 | J Chatterton Clerk Salary Dec  | DPA |
| 14.12.22 | E190 | WCC Pension Employee & Employer Dec 22 | DPA |
| 14.12.22 | E191 | J Chatterton Clerk Expenses December | £113.99 |
| 31.12.22 | E192 | Acc 1 Service Charge | £26.10 |
| 31.12.22 | E193 | Acc 2 Service Charge | £18.15 |
| 03.01.23 | E194 | Netwise UK New website | £1,246.80 |
| 03.01.23 | E195 | Mr G Willoughby Invoice 00052 Dec | £80.00 |
| 03.01.23 | E196 | SPS Payroll Invoice 10238 November | £12.00 |
| 03.01.23 | E197 | Frog Inc. Ltd Christmas Trees | £425.00 |
| 10.01.23 | E198 | Christmas Event expenditure | £464.40 |
| 10.01.23 | E199 | SPS Payroll Invoice 10322 December | £12.00 |
| 10.01.23 | E200 | WALC invoice 45 Training  | £36.00 |
| 10.01.23 | E201 | J Chatterton Clerk Expenses January | £77.99 |
| 10.01.23 | E202 | WALC Invoice 19 Books | £20.00 |
| 11.01.23 | E203 | J Chatterton Clerk Salary | DPA |
| 11.01.23 | E204 | HMRC Tax & NI Employee & Employer | DPA |

**11.2 Bank Reconciliation 31st December 2022**

**Recommendation**: receive and approve the Bank Reconciliation 31st December 2022

**11.3 Quarterly Report 31st December 2022**

**Recommendation**: receive and approve the Quarterly Report 31st December 2022

1. **Village Hall End of Year Accounts 2021**

**Recommendation**: receive and note

1. **Purchase of VAS Signage on the Rugby Road**

**Recommendation**: discussion

**14. Bus Shelter roof tops**

**Recommendation:** discussion

**15. Planning Matters**

**Recommendation**: Discuss any planning matters

**16. Neighbourhood Plan**

**Recommendation**: Receive an update

**17. HS2 Update**

**Recommendation:** Receive an update

**18**. **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.

**19. Date of the Next Meeting**

To confirm the date of the next meeting as **Thursday 23rd February 2023**