**Cubbington Parish Council**

**Minutes of the Parish Council Meeting held at 7:00pm, 24th November 2022**

**the meeting was held at the Cubbington Village Hall**

**Present:**

Councillor Daniel Meggitt Councillor Ron Gillett

Councillor Ian Hodges (Chairman) Councillor Gary Willoughby

Councillor David Saul (Vice Chairman) Councillor Joe Maiden

Councillor Lorraine Palmer Councillor Esther McCarthy

Councillor Paul Watkins

Warwick District Councillors: Councillor Pam Redford, Councillor Phil Kohler, Councillor Alan Boad

Warwickshire County Council: Councillor Wallace Redford, Councillor Sarah Boad

Members of the public: 2

In Attendance: Jane Chatterton, Clerk & RFO

The Chairman welcomed everyone to the meeting. Councillor Hodges was in the Chair.

**526. Apologies**

Apologies for absence were received from Parish Councillors; Councillor Pete Smith, and Councillor Val Roberts. WDC Councillors; Councillor Trevor Wright and Councillor Daniel Russell.

1. **Declarations of Interest:**

Declarations of Interest were received from:

Councillor David Saul - Pavilion Committee

Councillor Daniel Meggitt - Pavilion Committee

1. **Councillor Co-option**

Following the resignation of Mrs Andrea Dean, notification had been received from WDC that the Parish Council could fill the vacancy via Co-option. New applications had been received and these would be considered along with previous applications.

It was reported that interviews had taken place previously with all candidates to fill the vacancy via co‑option.

*Proposed: Councillor Saul Seconded: Councillor Willoughby Unanimous*

**RESOLVED THAT**:

1. Mrs Lorraine Palmer be Co-opted onto the Parish Council.
2. Councillor Mrs Palmer signed the Acceptance of Office.

**Police Force**

Chief Inspector Karen Jones and Inspector Wayne Bolton attended the meeting to hear the concerns from Members of the Parish Council.

Speeding – Councillor Gillett asked if crime statistic could be shared with the Parish Council.

The Officers replied that there is a lot of data on the Police website, information can be added to the police newsletter. The Officers requested CPC inform them of what was required and this could be added to the newsletter. Emphasis on communication, the CPC and Safer Neighbourhood Team needed to work together.

Police presence – Councillor Watkins raised the fact that it was rare to see Officers in the Village. There was a definite lack of police presence. There was an ongoing issue with parking outside Cubbington School which was a danger to the children. Officers hadn’t attended the area for a while.

Officer replied that School parking was an issue across the County and is not a problem that the police can sort on their own. The Schools had a responsibility to educate the parents. Schools had initiatives to help with the problem.

The Officers reported that in terms of available resources, officers had to be deployed to deal with protestors recently at Kingsbury Oil Terminal. More Officers would be recruited in April 2023. Recruitment continued for increasing numbers of PSCOs in April 2023.

The Chairman raised the issues that had been encountered recently in Cubbington and the fact that no action had been taken despite the seriousness of the incidents.

**ACTION**: Clerk to provide the Officers with the crime numbers.

Councillor Pam Redford – it was reported that she had also written to the Chief Constable and no response had been received either. The feeling amongst residents was that there was a lack of visible policing on the street. An armed robbery had taken place in the Village four times. More police vigilance was required and people wanted to see evidence that the Village was being looked after.

Councillor Wallace Redford – Officers were asked if they had experience of the same type of robberies happening in other local villages. In Cubbington the same shop had been targeted repeatedly, is this happening elsewhere?

The Officers confirmed that this was the case. Some premises were being targeted for various reasons, including their easy location and in some instances the security at the premises wasn’t as good as it could be.

Councillor Maiden responded that the security at the Village Store was very good.

The Officers agreed to look into the incidents raised and confirmed they would attend future meetings.

1. **Minutes of previous meeting:**

The minutes of the Parish Council Meeting held on 27th October 2022 were received and discussed.

**RESOLVED THAT** the minutes of the Parish Council held on 27th October 2022 be approved.

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

There were no matters arising.

1. **Public participation**

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

1. **Correspondence**

All information supplied by WDC and WCC Councillors had been circulated to Members.

* 1. **Pensions Regulator**

It was noted that the re-submission to the Pensions Regulator had been made. This was a legal requirement on a 3-year cycle. Failure to complete the declaration led to a fine.

**533. Chairman’s Report**

**Community Payback Team**

I want to record sincere thanks to the Community Payback Team for their outstanding work in and around the Cenotaph ready for the remembrance service. They cut the grass and edged all around making the service more in keeping with the standards we try to maintain. The group also cleared the wet slippery leaves from the Windmill Hill, we are lucky to have their services.

**Remembrance Service**

I laid a wreath on behalf of the Parish Council at the service and read the lesson, the service was well attended.

**Budget 2023/24**

I have worked with our Clerk to produce the budget and precept for the coming year which is to be discussed at the November meeting.

**Pavilion**

I attended the monthly meeting where the rates of hire were discussed, the Pavilion is run well and, many new plans are being considered.

**Village Hall**

Various areas of the Village Hall are being painted to ensure that the building is kept in good repair and bookings continue to be extremely vibrant.

Arrangements are being made for a Warm Hub to be established starting on the 29th November. A grant has been obtained to help finance this social provision and we hope it will be well used and become an activity enjoyed by many.

The pantomime is now fully sold out and our thanks to the Interim VH Manager for all the work she has put in for this event and many others. The evening will be an enjoyable event for Cubbington parishioners. Food, refreshments and entertainment is all on offer.

**Christmas light switch on**

Our thanks again to Daniel and Karren along with the Pavilion team for organising this event. It was well attended and the Camel was a big success and we hope to have raised a lot of money for the Church Clock repairs.

**Defibrillator**

The Defibrillator will be installed on the Kelvin Road shops in early December

**Ash Tree in the Recreation Ground**

A survey of the Ash tree in the Recreation Ground has been carried out and unfortunately the tree has Ash dieback. Planning permission has been sought to fell the tree as it has a TPO.

**534. Councillors Reports in brief**

**Pavilion**

Pavilion Meeting - Councillor Meggitt reported that the latest meeting had taken place last Monday. A rent review had been discussed and would be reviewed again in April. A balance between supporting hirers and covering the running costs was being monitored.

New lighting – lights were being installed on the perimeter of the building which would light up the outside of the building. This would enable walkers to navigate the path and provide extra security.

Disabled toilet – work would begin in February updating the disabled toilet.

Christmas light switch on – Councillor Meggitt thanked everyone who had taken part supporting the Christmas Light switch on, on 20th November. Many compliments had been received on the event which had successfully raised funds for the Church Clock repair.

Future events – the next planned event would be a Carnival for the King’s Coronation. Funding options were being explored. Support was needed from volunteers to help with the event including planning or on the day of the event.

The Chairman thanked Councillor Meggitt for all the hard work in arranging and co-ordinating the community events for Cubbington.

**Community Services**

Pantomime – Councillor Saul undated that the Cubbington Village Hall Pantomime booked for 20th December was now sold out. The event included two shows with entertainment, food and refreshments.

Thanks was given to Karren the Interim Village Hall Manager for all her hard work making the arrangements.

Warm Hub – the Chairman updated that the Warm Hub at the Village Hall starts on Tuesday 29th November, and would run every Tuesday from 9:30am to 11:30am. Warm drinks, snacks and games were available.

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

**WDC Updates – Councillor Kohler**

WDC Car parks – Councillor Kohler updated that the car parks in Warwick District were free on Sundays. Riverside House car park would be open on Saturdays with free parking available. It should be noted that the on-street parking and car parks NOT owned by WDC were not in the free parking scheme.

**Councillor Alan Boad**

Planning Committee – Councillor Alan Boad reported that there had been three planning meetings recently due to the number of applications that required discussion at Committee. It was reported that when a Parish Council objected to a Planning Application, that application automatically goes onto the agenda for discussion at the Planning Committee Meeting. Councillor Boad requested that when CPC made an objection that a representative attend the meeting to represent the case.

**Councillor Pam Redford - WDC**

New Elections Bill – It was reported that in April 2022, the [Elections Act 2022](https://bills.parliament.uk/bills/3020/publications) was passed by the UK Parliament. The Act will require voters in Great Britain to show photo ID before being issued a ballot paper in polling stations at UK Parliamentary elections, local council elections and referendums in England and police and crime commissioner elections in England and Wales. This will also apply to a proxy voter, someone voting in person on someone’s behalf.

Voter ID is designed to prevent personation, the crime of pretending to be someone else when you vote. The Government acknowledges levels of fraud are low but argues that every ballot matters, and that voter ID will protect voters from having their vote stolen.

### **Implementation**

The voter ID provisions are due to be in place for local elections in England May 2023 and at any UK Parliamentary election held after that date. The Electoral Commission is planning an extensive public awareness campaign in the first half of 2023.

The types of ID to be allowed are set out in Section 5 of the Act. These include passports, photographic driving licences, biometric immigration documents and some concessionary travel passes.

Further information was available on Councillor Redford and Wright’s website.

[www.kenilworthandsouthamconservatives.co.uk](http://www.kenilworthandsouthamconservatives.co.uk)

**WCC Updates – Councillor Wallace Redford**

Cost of Living Conference – Councillor Wallace Redford reported that WCC had a Cost of Living Conference at Scarman House tomorrow.

Living Grant Fund - there was a fund available which people can apply to called the Living Grant Fund. Grants of up to £1,000 were available to eligible applicants.

Footpaths – New Street and Windmill Hill footpaths reported previously, Councillor Redford updated that he had asked the Localities Officer to inspect the condition and the report on the findings was awaited.

White Lines outside the Primary School – it was reported at October’s meeting that all the lines outside the Primary School had been done. It was confirmed that this was the zigzag lines only. The rest would be completed shortly.

**Councillor Sarah Boad – WCC**

100th Anniversary of Lillington Library – during the celebration there would be a display in the library of photographs. The cutting of the birthday cake would take place at 11am. Cake and biscuits being served tomorrow.

Successful craft afternoon – it was intended to rerun the event. Weekly and monthly events would take place. There was concern about socialisation and people needing companionship, there was the fear for people of going out due to the cost. Events were being put on to encourage people to socialise.

Parking at Kelvin Road – a meeting had taken place at the Kelvin Road shops. The meeting had been well attended and very interesting conversations. Councillor Boad had met with all business owners in the row of shops to listening to everyone’s point of view. Different options were being looked at. It was acknowledged that this was a complicated issue with no quick solution.

Further update when information was known.

**536. Highways and Police**

**536.1 Destruction of Tree on Broadway**

Councillor Saul reported that on Tuesday a tree opposite the Village Hall was hit and knocked down by the BIFFA Contractor. The Contractor is responsible for the recycling collection. The driver didn’t stop and left the tree obstructing the road and pavement.

Fortunately, CCTV evidence captured the event. This evidence has been sent to WCC Highways. A replacement tree needs to be purchased and BIFFA should be asked to pay for the replacement tree.

The incident has been reported to WDC also.

**ACTION**: Councillor Pam Redford requested a copy of the video.

**536.2 Police Report**

PSCO Sharron Underwood was unable to attend the meeting due to injury but had provided a report which had been circulated.

27/10/2022 – Attempted theft of vehicle/criminal damage – Warwick University

27/10/2022 – Theft of number plates – Parcelforce, Siskin Parkway, Baginton

28/10/2022 – Burglary – entry via rear window – cash stolen – Kenilworth Road, Cubbington

01/11/2022 – Theft from vehicle – number plates stolen – Siskin Parkway, Baginton

11/11/2022 – Damage – smashed window – The Row, Baginton

14/11/2022 – Theft from vehicle – number plates stolen off lorry – Siskin Parkway, Baginton

15/11/2022 – Theft from van – power/hand tools stolen – Coventry Road, Baginton

16/11/2022 – Theft from vehicle – catalytic convertor – The Oak car park, Coventry Road, Baginton

17/11/2022 – Theft from vehicle – number plates stolen off lorry – Siskin Parkway, Baginton

17/11/2022 – Theft from vehicle – number plates stolen off lorry – Siskin Parkway, Baginton

**537**. **Finance**

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

**2022-23**

|  |  |  |  |
| --- | --- | --- | --- |
| **DATE** | **REF** | **DETAILS** | **EXPENDITURE** |
| 20.10.22 | E159 | J Chatterton Salary October 2022 | DPA |
| 20.10.22 | E160 | HMRC Tax & NI Employee & Employer | DPA |
| 20.10.22 | E161 | WCC Pension Employee & Employer October22 | DPA |
| 20.10.22 | E162 | WDC CCTV Monitoring | £4,154.81 |
| 01.11.22 | E163 | Maintenance Officer September – Recreation Ground | £203.20 |
| 01.11.22 | E164 | Mr J Franks Street Planters | £900.00 |
| 01.11.22 | E165 | J Chatterton Clerk Expenses October | £131.99 |
| 01.11.22 | E166 | Robothams Architects Invoice 1 | £840.00 |
| 01.11.22 | E167 | Grant to Cubbington OAP Association | £200.00 |
| 01.11.22 | E168 | J Chatterton 10GB Mailbox addon Eco Webhosting | £17.99 |
| 03.11.22 | E169 | Maintenance Officer October – Recreation Ground and installation and update of Memorial garden | £487.87 |
| 03.11.22 | E170 | Mr G Willoughby Playground insp Inv 00050 | £140.00 |
| 03.11.22 | E171 | DS Wagstaff Invoice 4583 Mowing of Rec Ground & Austen Court | £510.00 |
| 03.11.22 | E172 | J Chatterton Christmas supplies | £203.48 |
| 11.11.22 | E173 | Robothams Architects Invoice 2 | £840.00 |
| 14.11.22 | E174 | Joseph's Amazing Camels | £600.00 |
| 14.11.22 | E175 | CJs Traffic Management Christmas lights | £252.00 |
| 14.11.22 | E176 | Kirkwells Limited – Neighbourhood Plan Consultant | £1,620.00 |
| 14.11.22 | E177 | SPS Payroll Invoice 10153 October | £12.00 |

**INCOME**

**2022-23**

|  |  |  |  |
| --- | --- | --- | --- |
| 26.10.22 | R | WDC CIL Payment | £7,517.25 |
| 26.10.22 | R | WDC RUCIS Grant Pavilion Wall | £6,050.00 |

**RESOLVED THAT** the payments be approved and the income noted.

**538. Budget and Precept Request 2023-24**

The Budget and Precept request for 2023-24 was received and discussed in detail.

The Tax Base Figure of 1,597.04 for 2023-24 had been received from WDC Head of Finance and was used to calculate the Band D figure.

|  |  |
| --- | --- |
|  | **2023-24** |
| Budget | £62,050.00 |
| Precept | £62,050.00 |
| Taxbase | 1,597.04 |
| Band D | £38.85 |

*Proposed: Councillor Saul Seconded: Councillor Meggitt unaminous*

**RESOLVED THAT**:

1. The Budget for 2023-24 be approved at £62,050.00.
2. The Precept for 2023-24 be approved at £62,050.00.
3. The Band D figure was £38.85 an uplift of £2.64.
4. RFO to send the Precept Request to WDC Finance Team.
5. **Installation of a Pedestrian Crossing near the entrance to Hazelwood**

Following discussion at October’s meeting further investigation had taken place with the options of installing a crossing near the entrance to the new Hazelwood development. Indications from WCC were that a pedestrian crossing would cost in the region of £50,000.

The Clerk had contacted Bellway, the developers of the Hazelwood Estate to ask if they would be willing to help meet the cost, but this had been refused. The reason being that as they hadn’t received any complaints they believed there wasn’t an issue and they had no obligation to provide a crossing.

The Clerk had also contacted local companies including Thwaites, O’Briens and the Cubbington Freeholders asking if they would make a financial contribution to the scheme. No response had been received from Thwaites or O’Briens but the Cubbington Freeholders had kindly donated £1,000.

The suggestion was made that the Parish Council ring-fence £30,000 of the remaining CIL fund and formally ask Councillor Wallace Redford and WCC to fund the remaining costs.

*Proposed: Councillor Saul Seconded: Councillor Mrs McCarthy Carried: 7:2*

*Councillors Watkins and Gillett abstained*

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

Deferred to January’s meeting.

**541. Bus Shelter Queen Street**

Deferred to January’s meeting.

**542. Bus Shelter roof tops**

Councillor Watkins had previously raised the idea of adding Sedum Roof cassettes to the concrete roofed bus shelters.

Mobilane had supplied the ready planted Sedum Roof Cassettes now for many projects that included bus shelters, cycle shelters, bin stores and work very well as an instant solution.

Links here to some previous example projects –

<https://mobilane.com/projects/utrecht-opts-for-eco-bus-shelters-with-green-sedum-roofs/>

<https://mobilane.com/projects/green-cycle-shelter-benefits-belgian-college-students/>

<https://mobilane.com/projects/green-roofs-on-bus-shelters-in-cities/>

There is no build-up required, just a weed membrane underneath if you want to protect it from roots/weeds and ensure your roof can take the weight of a green roof.

The maximum weight when fully saturated of 58kg per sqm and much lighter than many others.

**ACTION**:

1. Councillor Watkins to contact the company to obtain a price.
2. Agenda item at January’s meeting.

**543. Parish Council Website**

Councillor Watkins reported that the Parish Council website was now very outdated to view and clunky to update. Councillors were asked to consider the design of a new website. Information from 3 website providers had been circulated with a detailed comparison.

*Proposed: Councillor Willoughby Seconded: Councillor Mrs McCarthy Unanimous*

**RESOLVED THAT**:

1. Parish Council to engage Netwise to create a new website.
2. Clerk to contact Netwise.

**544. Planning Matters**

Nothing to discuss.

**545. Neighbourhood Plan**

Councillor Watkins updated that the draft document had been circulated. Updates were being added to some sections. A meeting with consultants would take place before Christmas. The next step would be to hold a public consultation.

This was now the final call for any comments to be included.

Further updates at January’s meeting.

**546. HS2 Update**

Nothing to add.

**547**. **Councillor’s reports and items for future Agenda:**

* Footpath lighting between Rugby Road and Windmill Hill. W133 (footpath) no lighting.

Councillor Gillett was in consultation with Officers at WDC – agenda item for January’s meeting.

**548. Date of the Next Meeting**

It was confirmed that the date of the next meeting was as **Thursday 26th January 2023**

Meeting closed at 8:20pm