

# CUBBINGTON PARISH COUNCIL

*Clerk to the Council:*

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15<sup>th</sup> June 2023

Dear Councillor

You are hereby summoned to attend the meeting of Cubbington Parish Council being held on 22<sup>nd</sup> June 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 6 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*

**Attendance by Scott Tompkins – WCC Assistant Director for Environment Services Communities Directorate Warwickshire County Council**

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:** complete the co-option process to fill the vacancy
4. **Minutes of previous meeting:**  
**Recommendation:** To approve minutes of the Parish Council Meeting held on 11<sup>th</sup> May 2023
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

# CUBBINGTON PARISH COUNCIL

## 9. Councillors Reports in brief

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

- Cllr Saul - Community services
- Cllr Meggitt – Pavilion Committee
- Cllr Gillett – Youth Provision & Engagement Task Group

## 10. District and County Councillors Reports for information

**Recommendation:** Receive reports from: WDC and WCC Councillors

## 11. Highways

### 11.1 Review Outstanding Highways Issues

- White lines on New Street
- H blocks
- Welcome to Cubbington Sign replacement - Kenilworth Road
- Blocked drains throughout the Parish

### 11.2 Crossing Installation Rugby Road

**Recommendation:** update on the Petition to move the project forward

## 12. Police

**Recommendation:** Receive an update

## 13. Finance

### 13.1 payments PAID since the last meeting:- 2023-24

DATE	REF	DETAILS	EXPENDITURE
14.05.23	E26	Tolan Training Coronation Event First Aid	£259.20*
23.05.23	E27	Mr Meggitt Coronation Event Expenditure	£845.00*
25.05.23	E28	Leamington Spa Flower Club Coronation Village Hall	£137.40
25.05.23	E29	Hollies Catering Coronation Event	£300.00
25.05.23	E30	J Chatterton Expenses May	£153.99*
25.05.23	E31	J Chatterton Domain Renewal (to maintain email)	£38.40
25.05.23	E32	J Chatterton Zoom partial payment	£28.78
01.06.23	E33	Zurich Insurance Parish Council Insurance	£2,111.64
08.06.23	E34	DS Wagstaff invoice 4714 Mowing	£755.00
08.06.23	E35	Gary Willoughby Invoice 00057 Playground inspections	£105.00
08.06.23	E36	Top Source Invoice 0011990 May	£12.94*
08.06.23	E37	J Chatterton Clerk Salary June	DPA
08.06.23	E38	HMRC Tax & NI June	DPA
08.06.23	E39	J Chatterton Expenses June	£95.99*
08.06.23	E40	WCC Clerk Pension Employer & Employee	DPA
08.06.23	E41	J Franks Village Roadside Planters – plants, supplies & labour	£1,000.00*
08.06.23	E42	J Franks Maintenance Officer – Recreation Ground	£316.11

\*including VAT

## 14. Planning Matters

**Recommendation:** Discuss any planning matters

## 15. Neighbourhood Plan

**Recommendation:** Receive an update

## 16. CPC Business Plan

**Recommendation:** discussion

# CUBBINGTON PARISH COUNCIL

**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 27<sup>th</sup> July 2023**