

Cubbington Parish Council

Minutes of the Parish Council Meeting held at 7:00pm 22nd June 2023 the meeting was held at the Cliff Cleaver Pavilion

Present:

Councillor Daniel Meggitt	Councillor Ron Gillett
Councillor Ian Hodges (Chairman)	Councillor Gary Willoughby
Councillor David Saul (Vice Chairman)	Councillor Paul Watkins
Councillor Lorraine Palmer	Councillor Val Roberts
Councillor Esther McCarthy	Councillor Colin Marrow

Warwick District Councillors: Councillor Alan Boad, Councillor Phil Kohler

Warwickshire County Council: Councillor Sarah Boad

Members of the public: 27

In Attendance: Jane Chatterton, Clerk & RFO

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

Attendance by WCC

The meeting was attended by Mr Jeff Morris, from WCC Highways. Scott Tompkins, Assistant Director for Environment Services Communities Directorate WCC had been invited to the meeting but had sent apologies.

Parishioners had attended the meeting to raise their concerns in relation to block drains, lack of drain maintenance and subsequent flood risk.

Issues raised included:

- Drainage
- Flooding
- No Mow May
- Lack of mowing now its June
- The risk posed by long grass (hay) blocking the drains especially as WCC do not remove the cut grass but leave this on the verges. This is then blown onto the highway.
- Traffic lights – left when the work has been completed.
- Next time there is a quarterly clean – Jeff will attend.

It was acknowledged that this was a multi-agency problem requiring all agencies to work together.

ACTION:

- (i) Parish Council to set up a Flood Working Group, Cllr Willoughby to be the Lead. Membership to include Cllr Saul (Highways) and Cllr Watkins.
- (ii) Meeting to be arranged for early July to formulate a plan.
- (iii) Severn Trent to be invited to July's Parish Council meeting.
- (iv) Scott Tompkins and Jeff Morris to be invited to July's Parish Council meeting to provide updates.
- (v) Clerk to send Jeff Morris a list of questions and issues to progress.

Footpath by Austen Court – footway is blocked.

ACTION: Jeff Morris to raise the issue with the Rights of Way Team.

Highways Works in New Street – Contractors had surveyed and added yellow paint showing actions required 9 months ago, nothing had been done.

Jeff Morris confirmed that New Street is on the list. Date unknown.

Issues on Windmill Hill – Jeff Morris confirmed that work was programmed in for August.

Parishioners thanked Councillor Saul for the effort he puts in and for helping Cubbington Parishioners.

Grass Cutting – Councillor Kohler updated that WDC had joined the “No Mow May” initiative like many other Councils. The decision was taken by a Cabinet Member with that area of responsibility. WDC were working on prioritising cutting the areas that were a safety risk. Due to the length of the grass, WDC were having to hire larger machines.

The grass cut would not be collected which was the usual practice. It was highlighted that the grass had become “hay” and if left on the verges cut pose a fire risk.

The Chairman thanked Jeff Morris for attending the meeting. Attendance and future meeting was agreed.

620. Apologies

Apologies for absence were received from Parish Councillor, Councillor Pete Smith. WDC Councillors; Councillor Pam Redford, Councillor Daniel Russell and Councillor Josh Payne.

The Parish Council expressed their disappointment that since his election in May, Councillor Josh Payne had not attended a meeting nor made contact with the Parish Council. Clerk had emailed him with a list of current issues, but no reply had been received.

621. Declarations of Interest:

Declarations of Interest were received from:

Councillor David Saul	-	Pavilion Committee & VHTC
Councillor Daniel Meggitt	-	Pavilion Committee
Councillor Ian Hodges	-	VHTC
Councillor Esther McCarthy	-	Pavilion Committee & VHTC
Councillor Gary Willoughby	-	VHTC

622. Minutes of previous meeting:

The minutes of the Parish Council Meeting held on 18th May 2023 were received and discussed.

RESOLVED THAT the minutes of the Parish Council held on 18th May 2023 be approved.

623. Matters Arising not listed on the agenda

There were no matters arising that were not listed on the agenda.

624. Public participation: To adjourn to allow public participation.

Nothing further to discuss.

625. Correspondence

Correspondence had been received from PSCO Sharron Underwood. Meetings were being arranged with local parish councils from Warwick Rural East. The initial meeting would be to explain their plans for the new Engagement Strategy Meeting which would be held 4 times per year. The meetings were to build their relationships and communication with each parish.

ACTION: Councillor Saul to be the Parish Council Representative with support from Councillor Hodges.

626. Chairman's Report

I had a meeting with the new manager of the Payback Team and confirmed the areas that we require maintaining. It was agreed that they would continue providing a service for Cubbington.

Their services are now in great demand, the hours available and the number of team members could not be confirmed, but they will do their best to keep our facilities in good shape.

I met the group on a separate occasion and started work on both the area around the Village Hall and the New Fields path.

There seems to be some confusion which I also have as to the new grass cutting procedure as the "No mow May" seems to have now moved into June. The Clerk and I have received several complaints from residence asking why the grass is no longer being maintained. The areas look messy and there are issues with sight lines. We don't seem to be getting any positive answers and concerns are being raised that the grass is going to seed and spreading all over the footpaths, this is getting into the tarmac cracks with will start to grow.

It is very difficult to give clear instructions to the Payback Team about what they are allowed to cut.

We all attended a meeting at the Pavilion to formulate a wish list so that Cllr Willoughby can update the Parish Council's Business Plan. Thanks to Garry for all the work that he put in. This will be discussed in detail at the July's meeting.

I also had a meeting with a contractor who has carried out work for us before, to obtain quotations for a secure storage area for the goal posts, also to discuss and obtain quotations for work regarding the grassed area at the rear of the Village Hall, which is unsightly and a constant source of maintenance. Quotations are awaited.

There has been a great deal of time spent on the ongoing situation with the Village Hall with our insurers and also the Clerk to move things forward. The Financial Ombudsmen and Charity Commission have also provided advice.

Liaison work with John the Maintenance Officer regarding various aspects around the village have taken place. The roadside planters have been replenished with summer bedding.

Thanks to Councillor Saul for his work regarding the floods in the parish from the recent heavy rain. The flooding caused severe distress for residents of New Street, Penns Close and surrounding areas. Councillor Saul took the initiative when WCC couldn't sort the problem and involved HS2 personnel who attended site on 2 occasions with road sweepers and drainage vehicles.

Our sincere gratitude to the HS2 Team for their input in helping at a difficult time.

627. Councillors Reports in brief**Cllr Meggitt - Community services**

It was noted that the Cubbington Fun Day would take place on Sunday 16th July. The event included fun and games centred around a Cricket Match. This year the event would be predominantly sited at the Pavilion end of the Recreation Ground. Things on offer included music, food, drinks, stalls, games for children and adults.

- **Cllr Meggitt – Pavilion Committee**

It was reported that a new fire alarm system had been fitted at the Pavilion. This was now linked to a call centre for monitoring.

The Clerk and Committee Chairman were working on gathering quotations to apply for grants to update the Pavilion. This included installation of solar panels, new kitchen and play equipment.

- **Cllr Gillett – Youth Provision & Engagement Task Group**

Councillor Gillett updated that the group had held their first meeting at the beginning of June. Thanks to Councillors McCarthy and Palmer. Most encouraging to note the various ideas for activities. More research and a survey would be sent to the local youth population.

Councillor Palmer was thanked for generating the survey. The Group would be concentrating on the Secondary Schools. The additional feedback would be combined to get ideas for what the needs are. The outlook is very promising.

Councillor McCarthy had secured grant funding for £4,680 towards the costs for staffing and hiring premises to run a Youth Club. The Group would formulate a workable plan.

Received a lot of compliments from people using the Recreation Ground.

Basketball - Request for a second hoop and at a higher height. The backboard needs updating.

ACTION: obtain a quotation.

Table tennis – seems to be a demand.

ACTION: further investigation.

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

It was noted that WDC were now a Green and Labour administration. Waiting for the manifesto.

Councillor Sarah Boad – WCC

It was reported that a Meals on Wheels scheme could be starting up as a replacement for the previous service which had ceased.

ACTION: Councillor Boad would email the details to the Clerk.

629. Highways**629.1 Review Outstanding Highways Issues**

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

The Clerk had been emailing the Ryan Machin the Localities Officer since February 2023, but no response had been received. At meetings with Ryan Machin and Councillor Saul he had promised to provide updates.

629.2 Crossing Installation Rugby Road

It was noted that nearly 1,000 signatures had been obtained in support of the crossing.

ACTION: Agenda item for July's meeting.

630. Police

Nothing further to note.

631. Finance

631.1 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

RESOLVED THAT the payments be approved.

632. Planning Matters

Nothing to discuss.

633. Neighbourhood Plan

Councillor Watkins updated that the NHP Consultant was working on the report which would be submitted to WDC. There was still no news on when the grants would be available. It was confirmed that the Referendum would be paid for by WDC.

634. CPC Business Plan

Councillor Willoughby had circulated the updated Business Plan to Parish Councillors. (Hard copies were circulated at the meeting). Councillors were asked to review the document and send any updates or comments to Councillor Willoughby 30th June.

The Business Plan would be finalised in July. The next stage is to clarify ownership of the ideas.

ACTION: Agenda item for July's Meeting.

635. HS2 Update

Drop-in sessions had been booked to take place at the Village Hall.

ACTION: Clerk to arrange online briefings with HS2.

636. Councillor's reports and items for future Agenda:

Nothing to note.

637. Date of the Next Meeting

The date of the next meeting was confirmed as Thursday 27th July 2023.

Meeting closed at 8:50pm

DRAFT