

CUBBINGTON PARISH COUNCIL

Clerk to the Council:

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19th October 2023

Dear Councillor

You are hereby summoned to attend the meeting of Cubbington Parish Council being held on 26th October 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

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. **Minutes of previous meeting:**

Recommendation: To approve minutes of the Parish Council Meeting held on 28th September 2023
4. **Matters Arising not listed on the agenda**
5. **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.
6. **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 Willoughby – Flood Prevention & Maintenance Working Group

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9. District and County Councillors Reports for information

Recommendation: Receive reports from: WDC and WCC Councillors

10. Highways

10.1 Review Outstanding Highways Issues

- Welcome to Cubbington Sign replacement - Kenilworth Road

11. Police

Recommendation: Receive an update

12. Finance

12.1 payments PAID since the last meeting:-

2023-24

DATE	REF	DETAILS	EXPENDITURE
30.09.23	E84	Service Charge Account 1	£23.55
30.09.23	E85	Service Charge Account 2	£18.00
02.10.23	E86	Mr Hodges Replacement locks for shed	£58.00
02.10.23	E87	SLCC & OVW Conference - Audit updates	£72.00*
02.10.23	E88	J Chatterton Microsoft office	£59.99*
02.10.23	E89	Mr G Willoughby inv 00061 inspections	£60.00
02.10.23	E90	Mr Franks Village Planters plants and labour	£1,000.00
06.10.23	E91	DS Wagstaff Invoice 4817 mowing	£755.00
12.10.23	E92	J Chatterton Clerk Salary October	DPA
12.10.23	E93	HMRC Tax & NI Employer & Employee Oct	DPA
12.10.23	E94	WCC Clerk Pension Employer & Employee	DPA
12.10.23	E95	Topsorce Payroll Invoice 005937	£12.94*

**including VAT*

Income

2023-24

DATE	REF	DETAILS	INCOME
06.09.23	R	Pavilion Grant	£3,680.00
29.09.23	R	WDC Half Yearly Precept	£31,025.00

12.2 Bank Reconciliation 30th September 2023

Recommendation: receive and approve

12.3 Quarterly Report 30th September 2023

Recommendation: receive and approve

13. Draft Budget and Precept Request 2024-25

Recommendation: discussion

14. Planning Matters

Recommendation: Discuss any planning matters

15. Neighbourhood Plan

Recommendation: Receive an update

16. HS2 Update

Recommendation: Receive an update

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17. 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.

18. Date of the Next Meeting

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