

CUBBINGTON PARISH COUNCIL

Clerk to the Council: Phone 07877 559825

Email: clerk@cubbington.org.uk

www.cubbingtonparishcouncil.gov.uk

21st March 2024

Dear Councillor

You are hereby summoned to attend the meeting of Cubbington Parish Council being held on 28th March 2024 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 22nd February 2024
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**
 - 6.1 Issues with SSE - Unmetered Supply Bus Shelter, High Street and Pavilion
7. **Chairman's Report**

Recommendation: receive and note the Chairman's Report
8. **Councillors Reports in brief**

Recommendation: Receive/note updates from:

 - Cllr Saul - Community services
 - Cllr Meggitt – Cliff Cleaver Pavilion
 - Cllr McCarthy – Youth Club update
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 (Cllr S Boad)

CUBBINGTON PARISH COUNCIL

10.2 VAS Sign Rugby Road

Recommendation: discussion and update

10.3 Rugby Road Crossing

Recommendation: discussion and update

10.4 Path – Rugby Road to Offchurch Lane

Recommendation: formal request to WCC to repair the path

10.5 20 mph speed limits

10.6 Bus shelter in Queen Street

10.7 Bus stop sign Rugby Road

10.8 Lack of Response from Localities Officer

Recommendation: receive an update

10.9 Bus service

Recommendation: discussion

11. Police

Recommendation: Receive an update from Cllr Saul from the Community Liaison Meeting

12. Finance

12.1 payments PAID since the last meeting:- 2023-24

DATE	REF	DETAILS	EXPENDITURE
21.02.24	E158	Parish Online Membership	£259.20*
21.02.24	E159	The Sign Shed new signage	£142.75*
27.02.24	E160	E McCarthy Youth Club Chairs	£140.00
27.02.24	E161	Grant Application Tables Happy Days	£200.00
28.03.24	E162	Mr I Hodges – Ink	£19.45
05.03.24	E163	Costco Membership	£67.20*
05.03.24	E164	Mrs L Montgomery Key Holder Fee	£150.00
05.03.24	E165	Top Source Inv 010326	£13.81*
05.03.24	E166	Mr G Willoughby Inv 0066	£60.00
07.03.24	E167	J Chatterton DBS Checks Youth Club EMc JLC	£76.56
07.03.24	E168	npower Christmas lights unmetered supply	£63.08
11.03.24	E170	N Griffin Pavilion Kitchen Installation	£1,800.00
11.03.24	E171	Mr I Hodges - Electrical and plumbing Supplies Pavilion	£1,055.24*
14.03.24	E172	ICO Membership renewal	£35.00
14.03.24	E173	J Chatterton Clerk Salary March 2024	DPA
14.03.24	E174	HMRC Tax & NI Employer & Employee March	DPA
14.03.24	E175	WCC Clerk Pension Employer & Employee	DPA
14.03.24	E176	J Chatterton Compost for street Planters	£60.00
14.03.24	E177	Kirkwells Ltd NHP Invoice 1294	£3,240.00*
20.03.24	E178	Cliff Clever Pavilion - Youth Club room hire FROM GRANT	£1,170.00
20.03.24	E179	Mr I Hodges - Pavilion Ramp repair	£703.39*
20.03.24	E180	Happy Days - Staffing for Youth Workers FROM GRANT	£3,510.00
20.03.24	E181	J Chatterton - Clerk expenses March	£100.99*
20.03.24	E182	J Chatterton DBS Checks Youth Club IH MK	£22.56

*including VAT

12.2 Village Hall Accounts 2022

Recommendation: receive an update from Cllr Willoughby

CUBBINGTON PARISH COUNCIL

13. Governance

Recommendation: Approve the following policies:

- Asset Register 2023-24
- CPC Internal Financial Control March 2024 (*no updates*)
- CPC Risk Assessment March 2024 (*no updates*)

14. CPC Business Plan

Recommendation: receive an update from Cllr Willoughby

15. Planning Matters

Recommendation: Discuss any planning matters

16. Project Men's Shed

Recommendation: receive an update

17. Neighbourhood Plan

Recommendation: Receive an update

18. HS2 Update

Recommendation: Receive an update

19. 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.

20. Date of the Next Meeting

To confirm the date of the next meeting as **Thursday 23rd May 2024** following the Annual Parish Council Meeting