

Cubbington Parish Council

Minutes of the Parish Council Meeting held at 7:00pm 26th September 2024
the meeting was held at the Village Hall

Present:

Councillor Ian Hodges (Chairman)

Councillor Paul Watkins

Councillor Daniel Meggitt

Councillor Esther McCarthy

Councillor Colin Marrow

Councillor Martin Key

Warwick District Councillors: Councillor Josh Payne

Warwickshire County Council: Councillor Sarah Boad (part)

Members of the public: 0

In Attendance: Jane Chatterton, Clerk & RFO

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

788. Apologies

Apologies for absence were received from Parish Councillors; David Saul, Pete Smith, John Roberts, Gary Willoughby and Val Roberts. WDC Councillors; Pam Redford, Phil Kohler and Daniel Russell. WCC Councillor Redford.

789. Declarations of Interest:

Declarations of Interest were received from:

Councillor Daniel Meggitt - Pavilion Committee

Councillor Ian Hodges - Village Hall Committee

Councillor Esther McCarthy - Pavilion Committee

790. Minutes of the last meeting

The minutes of the Parish Council meeting held on 27th June 2024 were received and discussed.

RESOLVED THAT the minutes of the Parish Council Meeting held on 27th June 2024 were approved.

791. Matters arising

There were no matters arising not listed on the agenda.

792. Public Participation

There were no members of public present.

793. Correspondence**793.1 SSE**

The Clerk updated that she had received another incorrect bill from SSE. The charges had reverted back to a huge daily standing charge for each light bulb instead of the monthly figure. Hours had already been spent trying to resolve the issue but had provided pointless.

ACTION:

- (i) Clerk to raise another complaint with SSE.
- (ii) Chairman to investigate the cost of switching to solar power.
- (ii) Clerk to authorise that the power be terminated to the bus shelter once solar could be fitted.

793.2 Request to building a large storage shed

A new hirer to the Village Hall had requested permission to build a large shed behind the building to store their equipment. They had made a few proposals which included an additional shed and the removal of the existing buildings and replacing with one large construction.

ACTION: Clerk to contact the hirer informing them that the permission is refused.

794. Chairman's Report

A lot has happened with Parish Council updates over the summer break and since our last meeting in June.

Recreation Ground

Thanks to being alerted by the Landlord of the Queens Pub and the quick action by Councillor Smith the Parish Council were able to intercept and prevent travellers from setting up camp on the Recreation Ground. Councillors arrived on site as they were cutting the locks on the height restrictor. We have now installed security bollards at the two entrances by the Pavilion and the Village Hall. These bollards have a lock which cannot be cut and are raised and lowered into the ground.

The benches around the perimeter path have been refurbished.

Following the receipt of planning permission, the large Ash tree in the Recreation Ground that was causing issues for neighbouring properties has been felled. We were sad to fell such an old and large tree, but the tree had Ash dieback and was a continual source of problems to residents with branches falling on to their land. Our insurance and the yearly inspection also made it prohibitive to not deal with it.

Hobby Centre

As reported at June's meeting following approval of our Planning Application work has started on the creation of the Hobby Centre. The groundwork and footings were installed by our usual contractor. Two 30ft containers have been cut down to fit on the site proposed, they were sprayed to our chosen colour and delivered to site. A local contractor was used to site the containers.

The modifications that have been carried out enable the two containers to be connected by a doorway. Other work is required but the costs were too much, and we believe we are better placed to do the work and customise them to suit our needs. Any input from councillors or residents will be most welcome and incorporated in the final completion.

Initialled

Modification work has now begun with the electrical distribution board having been fitted and the power supply will be completed in the next week or so. HS2 have indicated that they may be able to offer help along with the civil contractor currently working at Thwaites.

We have also purchased a stand-alone toilet block which will be connected to the rear of the hobby centre. This is to be used by the footballers as they can no longer use the Pavilion due to it being hired out for more periods. A hard standing area is to be created and a footpath to the rear of the Hobby Centre. This work has been financed through the Pavilion.

Village Hall

Following requests from hirers the access door to the Village Hall has been reviewed. Unfortunately, we are still getting people accessing the building which not only disturbs those who have paid to hire the building, it also poses a safeguarding risk to certain groups.

Following the sad events in Southport, community buildings have been requested to review security and produce a Lockdown Policy.

The entrance door is being modified to include a shear magnetic lock with a coded access to open the door. A spy hole will be provided so that people inside can allow access to those who are supposed to be in the building.

This will ensure those using the building will be safe from stray intruders. Work should be completed in the next week or so, but due to the high demand for the VH it is hard to find time to complete installation. Well done, Karen.

Pavilion

The Pavilion bookings continue to increase, and a Montessori School is now available on Saturday mornings.

We have had a good look at the showers after some complaints and we aim to refurbish the area with shower boards and also new flooring and shower units, these we hope will be financed by a grant and our Clerk is looking into all possibilities.

Pitch hire

Following issues with hirers and security of the site a Pitch Hire Agreement has been introduced to ensure bookings are made appropriately and the site isn't left unlocked at the end of training sessions and matches. Problems are still occurring but are being worked on.

795. Councillors' Reports in brief

• Cllr Meggitt – Cliff Cleaver Pavilion

It was reported that the Pavilion Committee has been updated. The Terms of Reference have been updated and agreed at the meeting in July. A new bank account has been set up which will be maintained by the CPC RFO. The two bank accounts will run concurrently for 6 months.

Councillor Meggitt will remain as the Chairman, elected members are CPC Councillors McCarthy, Saul and Smith. The Business Plan will remain being worked through and updated.

New lights had been installed in the kitchen and the H&S checks had been completed. The exterior of the building had been repainted and tidying of the veranda area had been completed. A new tv had been installed which will be of benefit for the Youth Club.

The money raised from the Fun Day, which was circa £600.00, funds from the Christmas Event and the sale of the calendars will be donated to the Youth Club funds. Numbers attending the Youth Club remain very healthy.

Christmas event is taking place on Saturday 30th November. Preparation meetings are held at the Queens Head public house. All Councillors are encouraged to attend and provide their time to help ensure the event is viable.

Community events

The Panto, Hanzel and Grettel is booked for Sunday 15th December. There will be two showings, 2pm to 3pm and 4:30pm to 5:30pm. The tickets are on sale now. £6 per ticket, refreshments will be available.

Toilet block

A toilet block is being installed for use of pitch hirers. This will prevent pitch hirers from going into the Pavilion and disturbing the hirers who have paid to use the building.

A remote locking system is being looked at for the external door. It should be noted that the toilet is not for general use.

796. District and County Councillor's Reports for information

WDC Update – Councillor Payne:

NHP - Councillor Payne updated that he had spoken to the responsible officer at WDC. CPC were welcome to start Regulation 16 Consultation if they wished to do so.

Bus service – 9:15am and the 10:15am were prioritised but this service is constantly being cancelled. Bus to the retail park didn't turn up.

ACTION: Clerk to email Councillor Payne to get a joint meeting with Stagecoach.

Councillor Sarah Boad joined the meeting.

WCC Update – Councillor Sarah Boad:

Bus service – 67 buses would all be electric by 2026. Stagecoach would be meeting the cost.

Not all users are able to use the App, requested printed timetables again to be more accessible for all. This is a work in progress due to the complexity of the various routes.

Concessionary bus passes – the library in Lillington is helping people to apply for their concessionary bus pass, especially with ensuring the photographic ID meets the requirement. Anyone who is struggling is advised to visit the library.

Kelvin Road shops – still awaiting the installation.

797. Highways

Review Outstanding Highways Issues

797.1 Welcome to Cubbington Sign replacement - Kenilworth Road (Cllr S Boad)

Councillor Boad confirmed that this had been ordered.

ACTION: Chase an update for installation.

797.2 VAS Sign Rugby Road**ACTION:** chase an update.**797.3 Rugby Road Crossing****ACTION:** Chase an update.**797.4 Path – Rugby Road to Offchurch Lane****ACTION:** Chase an update.**797.5 20 mph speed limits (outside both schools)****ACTION:** connected but appear not to be working.**797.6 Bus shelter in Queen Street****ACTION:** chase an update.**797.7 Bus stop sign Rugby Road****ACTION:** chase an update.**798. Parish Highways, footpaths and alleys**

Carry over to October's meeting.

799. Access from Broadway to Village Hall

Consideration was given to opening up the access from Broadway to the back of the Village Hall. It was noted that currently the area was secure and accessible via a locked gate. Sheds belonging to the CPC and hirers were at the back of the building and this would decrease security.

It was decided not to open the access point at this time.

800. Bus Service

Discussed earlier in the meeting.

801. Police

Nothing to report.

802. Finance**802.1 payments PAID since the last meeting:-
2024-25**

DATE	REF	DETAILS	EXPENDITURE
27.06.24	E55	J Chatterton solar lights x 2	£350.00*
27.06.24	E56	Mr Willoughby inv 70	£70.00
27.06.24	E57	Clerk Expenses June	£77.99*
27.06.24	E58	Securico Sim	£420.00*
30.06.24	E59	Account 1 Service Charge	£27.60
30.06.24	E59a	Account 1 Service Charge	£18.00
03.07.24	E60	DS Wagstaff Invoice 4983	£795.00
03.07.24	E61	Mr I Hodges Pavilion light installation supplies	£278.69*
03.07.24	E62	Finding Fitness Climbing Wall	£8,040.00*
09.07.24	E63	J Chatterton Clerk Salary July	DPA
09.07.24	E64	HMRC Tax & NI Employer and Employee July	DPA

Initialled

09.07.24	E65	WCC Pension	DPA
09.07.24	E66	J Franks - Rec Ground Maintenance	£384.65
09.07.24	E67	Top Source Invoice 002299	£14.22*
15.07.24	E68	Youth Club Grant	£600.00
15.07.24	E69	TV wall bracket for Pavilion	£29.99*
15.07.24	E70	J Chatterton Clerk Expenses July	£87.99*
30.07.24	E71	P Smith reimbursement emergency locks	£120.00*
30.07.24	E72	D Meggitt - Christmas supplies	£103.45*
30.07.24	E73	Tolan Training Fun Day First Aid	£180.00*
30.07.24	E74	Bannocks Memorial Plaque (VAT ON BALANCE)	£631.00
07.08.24	E75	DS Wagstaff Inv 5007	£795.00
07.08.24	E76	Topsource Inv 003085	£13.81*
07.08.24	E77	Mr Willoughby Inv 00071	£75.00
07.08.24	E78	J Chatterton Clerk Salary August	DPA
07.08.24	E79	HMRC Tax & NI Employer and Employee August	DPA
07.08.24	E80	WCC Pension	DPA
12.08.24	E81	Container Cabins 2 x 30ft shipping containers deposit	£1,200.00*
12.08.24	E82	J Chatterton Expenses August	£101.16*
12.08.24	E83	J Franks - Rec Grnd & Refurbishment of Village Shop bollards	£596.90
21.08.24	E84	J Chatterton reimbursement Eco web hosting	£17.98*
21.08.24	E85	J Chatterton reimbursement DBS checks FA & DM	£30.56*
21.08.24	E86	Eddy Leisure Ltd Christmas Globe hire Deposit	£360.00*
21.08.24	E87	CJs Events Warks Christmas	£348.00*
21.08.24	E88	Hawkesbridge posts inv 4674/5101	£1,428.00*
01.09.24	E89	J Chatterton Compost Planters	£120.00*
01.09.24	E90	Beechwood Ash Tree removal	£1,500.00*
01.09.24	E91	Mr Willoughby Inv 00072	£70.00
01.09.24	E92	John Franks - Rec Ground & bench refurb	£658.10
03.09.24	E93	Microsoft Reimbursement JLC	£59.99*
03.09.24	E94	J Chatterton - shed keys	£88.00*
03.09.24	E95	The Sign Shed – Recreation Ground signage	£41.59*
03.09.24	E96	Mr Hodges - Pavilion repairs (door locks)	£134.05*
03.09.24	E97	DS Wagstaff Inv 5031	£570.00
03.09.24	E98	Topsource Inv 003417	£13.81*
03.09.24	E99	B&PS Inv 4/2636707	£32.09*
03.09.24	E100	Lisa Montgomery - key holder fee	£200.00
06.09.24	E101	J Chatterton Clerk Salary September	DPA
06.09.24	E102	HMRC Tax & NI Employer and Employee Sept	DPA
06.09.24	E103	WCC Pension	DPA
06.09.24	E104	Container Cabins 2 x 30ft shipping containers (balance)	£8,280.00*

*INC VAT

RESOLVED THAT the payments be approved.

802.2 Bank Reconciliation 30th June 2024

The Bank Reconciliation 30th June 2024 was received and discussed.

Balance per bank statements as at 30th June 2024:

Main Account	£59,540.92	
Account 2	£46,610.87	
		£106,151.79
Petty cash float (if applicable)		£0.00
Less: any un-presented cheques as at 30.06.24	£0.00	
		£0.00
Add: any un-banked cash as at 30.06.24		
	£0.00	
		£0.00
Net balances as at 30.06.24		£106,151.79

CASH BOOK

Opening Balance 1st April 2024	£47,076.00	
	£46,628.87	
		£93,704.87
Add Receipts up to 30th June 2024	ACC 1	£39,758.00
Add Receipts up to 30th June 2024	ACC 2	£0.00
Less: Payments up to 30th June 2024		£27,311.08
Closing balance per cash book as		£106,151.79
as 30th June 2024		

RESOLVED THAT the Bank Reconciliation 30th June 2024 be approved.

803. Planning Matters

Nothing further to discuss.

804. Project Hobby Centre

The Chairman reported that following planning approval the ground works had been installed ready for the containers to be sited. The Chairman and Clerk had met with Officers from HS2 who would see if they could provide assistance.

A meeting had also been arranged with a local contractor who had approached the Parish Council offering help.

Contractors had been on site yesterday laying the path and building a ramp for wheelchair access.

805. Neighbourhood Plan

Councillor Watkins updated on the Neighbourhood Plan.

In summary CPC are disputing WDC's approach to dealing with our neighbourhood plan.

The Plan meets the legal requirements so should have been issued for 6 weeks consultation in May 2024, at which point an Inspector would review it to approve. This has not happened.

WDC have questioned our inclusion of possible housing sites as Green Spaces as a reason for not sending the Plan for consultation. Our consultants believe this is wrong.

Councillors will recall that as part of our consultation with residents

- 84% wanted no new housing but if there was any then the development should be assessed on its impact on village, not in isolation.
- 99% wanted open spaces preserved.
- A significant majority wanted to protect existing nature, environment and open land, and landscape views.

It is these views we have acknowledged in the neighbourhood plan, to disregard them by delaying consultation whilst making the South Warwickshire Local Plan would seem undemocratic, nor do we think our NP should be operative before the end of next year, hence our dispute with WDC

Our WDC councillors have made representation to the planners, and we await their response.

The timescale below shows the chain of events

May 9th

We submitted our regulation 16 Consultation draft plan.

May 15th

WDC replied saying "they would check it adheres to all relevant legislation. Then initiate a consultation period lasting a minimum of six weeks" e.g. ending early July.

May 23rd to July 4th

General election

July 8th

We wrote to WDC "*It is now 8 weeks since our Cubbington NDP submission draft was received by the council and a month since we asked for an update. Surely by now it should have been decided if the draft adheres to all relevant legislation*".

July 10th

WDC replied "*We are preparing to consult on two of our Planning documents in mid-August and have discussed to schedule the Reg 16 consultation for the Cubbington Neighbourhood Plan around the same time. This approach will help us save time and resources by promoting and launching the consultations in parallel*"

September 3rd

We wrote again asking for an update

September 10th

Having received no reply, we approached our two district councillors asking for their intervention. This provoked a response from WDC

September 13th

"We are working under tight deadlines to complete the South Warwickshire Local Plan and reach the Preferred Options stage.

*We had submitted our comments to the Cubbington Neighbourhood Plan at Regulation 14 consultation and have reviewed your response in the consultation statement. We have concerns around **Policy CNDP2 - Protecting Other Green Spaces.**"*

(These are the parcels of land either side of Rugby Road and the open land between Cubbington and Lillington which residents requested in our consultation with them to remain open spaces.)

They were put forward for housing in the call for sites which WDC issued at the beginning of this year but have not been assessed.

September 14th

We approached our consultants, Kirkwells, for advice saying

"The local authority has been dragging their feet to a point where our plan is now being disregarded in favour of the ongoing local plan. The timescale they mention means that our plan would not be considered until the end of next year.

The impression given is that local inhabitants views are unimportant and will only be considered once the LA has decided its own plan thus overriding their wishes."

Kirkwells provided considerable information and pointed out that:

A local planning authority must satisfy itself that a draft neighbourhood plan submitted to it for independent examination complies with all the relevant statutory requirements.

Where the draft neighbourhood plan submitted to the LPA meets the requirements in the legislation, they must publicise the neighbourhood plan for a minimum of 6 weeks,

WDC felt there was a risk that Policy CNDP2 may be superseded by site allocations in the final version of the SWLP and would want to help mitigate the risk of any policies being superseded by the SWLP.

September 17th

We wrote to WDC saying we believe they have erred by questioning whether the NDP meets the basic conditions. This is a matter for the examiner. Only **after** the examination does the WDC have scope to reach a view on these matters. **WDC's job is to check if the plan meets the legal requirements which it does.**

ACTION:

- (i) Clerk to liaise with WALC Planning expert for any further advice.
- (ii) Agreed to submit the NHP.

806. HS2 Update

Nothing further to report.

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

Community event in Cubbington –

Councillor McCarthy updated that a community event would take place on Saturday 12th October at the Village Hall. Experts and Charities would be available at the event to offer the Community free advice for help and support on finances, childcare etc. Local companies had been approached requesting donations for the event including food. Refreshments would be available and a clothing bank including pre-loved school uniform. The event was open to all.

808. Date of the Next Meeting

The date of the next meeting was confirmed as **Thursday 24th October 2024**

Meeting closed at 8:15pm