

CUBBINGTON PARISH COUNCIL

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17th July 2025

Dear Councillor

You are hereby summoned to attend the meeting of Cubbington Parish Council being held on **24th July 2025 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 PIALC
Proper Officer - 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. **Election of Vice-Chairman**
To elect the Vice-Chairman of Cubbington Parish Council to May 2026
3. **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
4. **Minutes of previous meeting:**
Recommendation: To approve minutes of the Parish Council Meeting held on 26th June 2025
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: receive any correspondence
8. **Chairman's Report**
Recommendation: receive and note the Chairman's Report
9. **Councillors Reports in brief**
Recommendation: Receive/note updates from:
 - Cliff Cleaver Pavilion
 - Community Services
 - Youth Club

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10. Task Groups

Recommendation: approve new Task Group leads

11. District and County Councillor Reports for information

Recommendation: Receive reports from: WDC and WCC Councillors

12. Highways

12.1 Review Outstanding Highways Issues

12.2 Rugby Road Crossing – receive an update from Cllr Ben Edwards

12.3 Path – Rugby Road to Offchurch Lane

12.4 20 mph speed limits - update

12.5 Bus stop sign Rugby Road

13. Police

Recommendation: Receive any updates

14. Finance

14.1 payments PAID since the last meeting:-

2025-26 - EXPENDITURE

DATE	REF	PAYEE	AMOUNT
22.06.25	E47	J Chatterton Clerk expenses June	£123.99*
22.06.25	E48	Hutchings & Son Invoice 10005	£198.00*
30.06.25	E49	Unity Service Charge	£6.00
04.07.25	E50	Mr Hodges – Maintenance Roll Watering Rec Ground trees	£60.50
04.07.25	E51	Mr Hodges - Austen Court Repairs, Tree planting, Fencing	£647.40
04.07.25	E52	J Franks - Maintenance Role, Rec Ground, Hedge cutting	£826.00
04.07.25	E53	Gary Willoughby Invoice 00082	£110.75
04.07.25	E54	DS Wagstaff Invoice 5256	£570.00
07.07.25	E55	J Chatterton Clerk Salary	DPA
07.07.25	E56	HMRC Tax & NI Employer and Employee	DPA
07.07.25	E57	WCC Clerk Pension Employer & Employee	DPA
07.07.25	E58	J Chatterton - reimbursement shredder	£151.99*
07.07.25	E59	J Chatterton - SSE to Clear debt	£162.64

*inc VAT

14.2 Bank Reconciliation 30th June 2025

Recommendation: receive and approve

14.3 Quarterly Report 30th June 2025

Recommendation: receive and approve

15. CPC Website

Recommendation: receive an update

15.1 Councillor emails

Recommendation: receive an update

16. Going Paperless

Recommendation: discuss options for digital agendas and paperwork

17. Planning Matters

Recommendation: Discuss any planning matters

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18. Future Projects

18.1 MUGA

Recommendation: discussion

19. Neighbourhood Plan

Recommendation: Receive an update

20. HS2 Update

Recommendation: Receive an update

21. 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.

22. Date of the Next Meeting

To confirm the date of the next meeting as **25th September 2025**