

Cubbington Parish Council

Minutes of the Parish Council Meeting held at 7:00pm 26th June 2025 the meeting was held at the Village Hall

Present:

Councillor Ian Hodges (Chairman)	Councillor Paul Watkins
Councillor Daniel Meggitt	Councillor David Saul
Councillor Colin Marrow	Councillor Esther McCarthy
Councillor Pete Smith	

Warwick District Councillors: Councillor Daniel Russell and Councillor Josh Payne, Councillor Phil Kohler

Warwickshire County Council: Councillor Sarah Boad, Councillor Ben Edwards

Members of the public: 1

In Attendance: Jane Chatterton, Proper Officer Clerk & RFO

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

834. Apologies

Apologies for absence were received from Parish Councillors Val Roberts, John Roberts, Martin Key, Gary Willoughby and Jane Coad, and WDC Councillors Pam Redford and Alan Boad.

834.1 Resignation of position of Vice Chairman

It was noted that Councillor Saul had resigned from the position of Vice Chairman on 30th May 2025.

835. Declarations of Interest:

Declarations of Interest were received from:

Councillor Daniel Meggitt	-	Pavilion Committee
Councillor Ian Hodges	-	Village Hall Committee
Councillor McCarthy	-	Pavilion Committee
Councillor David Saul	-	Pavilion Committee and Village Hall Committee

836. Minutes of the last meeting

The minutes of the Annual Parish Council Meeting, Parish Council Meeting and Annual Parish Meeting held on 22nd May 2025 were received and discussed.

RESOLVED THAT the minutes of the Annual Parish Council Meeting, Parish Council Meeting and Annual Parish Meeting held on 22nd May 2025 were approved.

837. Matters arising

There were no matters arising not listed on the agenda.

838. Public Participation

Kelvin Road – the resident stated that he isn't happy with the new parking arrangements outside the shops.

Councillor Sarah Boad updated that she had paid for the newly installed scheme from her Delegated Budget, following consultation.

The Chairman confirmed that this was outside the Parish Council's remit and the resident was advised to email or speak with Councillor Sarah Boad.

ACTION: the Parishioner to write to Councillor Sarah Boad. No action for the Parish Council.

839. Correspondence**839.1 Terminating electricity supply to bus shelter**

The Clerk updated that the quotation has been received to terminate the electrical supply to the bus shelter lights. The figure quoted was circa £4,400 including VAT.

RESOLVED THAT: it was agreed not to terminate the supply and look for a new contract.

840. Chairman's Report**Hobby Centre**

Another interesting month at the Hobby Centre with another project being completed for the community. New skills are being shared and experienced by our members, wood turning is proving to be the most popular.

The new fencing around the frontage of the Hobby Centre has been completed. This will allow the door to open during warm weather without the concern of loose dogs running in. A garden area is being planned, and we are awaiting the donation of picnic benches.

Austen Court

Sadly, we are experiencing incidents of vandalism in Austen Court. We will discuss this further in the meeting.

Rugby Road crossing

A meeting has been arranged for Tuesday 24th June to discuss the Rugby Road crossing with Mr Graham Stanley, Team Leader, Minor Works Team. Our Clerk and I are attending.

841. Councillors' Reports in brief**• Cliff Cleaver Pavilion**

The latest Pavilion meeting had taken place last week. It was reported that this had been a productive meeting. The next meeting was booked for August.

The Business Plan had been discussed and members had been allocated tasks.

Fun Day – the Cubbington Fun day would take place on Sunday 13th July. Lots of activities were planned.

Noticeboards – members of the Hobby Centre had built two noticeboards for the Church. A charitable donation from events run by the Committee had been used to purchase materials and the work had been completed by members.

Thank you to Councillor Hodges for supervising the project.

- **Youth Club**

Councillor McCarthy updated that work had started on a restructure of the Youth Club. It continued to be a free youth club for local children, run by volunteers on behalf of the Parish Council. Most weeks there would be planned activities for members. Letters were being sent to parent/carers to ensure the behaviour is of a good standard. There are currently 150+ children on roll but can only accommodate circa 50 children per week due to the size of the building and volunteer numbers.

Due to the costs, donations for refreshments were always welcome.

841.1 Youth Club Volunteer assistance

It was noted that more volunteers were needed to assist with running the Youth Club each week.

Councillor Saul, Councillor Hodges and Councillor Meggitt offered to help out.

It was noted that all volunteers and Youth Workers are DBS checked via the Proper Officer. DBS certificates obtained outside of the Parish Council were not relevant and would not be reliable upon. The Parish Council has a Safeguarding Policy for children and vulnerable adults and takes safeguarding and welfare very seriously.

Councillors Willoughby, Meggitt, Key, Hodges hold a CPC DBS.

ACTION: Clerk to ensure all new volunteers are DBS checked via the Parish Council.

841.2 Anti social behaviour youths from North Leamington School

It was reported that children from North Leamington School (current Year 8 students) were causing a nuisance on the Recreation Ground. Complaints had been received from residents from neighbouring properties. The Parish Council had liaised with the Local Police and Street Wardens who had agreed to carry out additional patrols.

It was noted that any member of the Youth Club displaying antisocial behaviour were automatically banned from the Youth Club.

ACTION: Clerk to write to the North Leamington School.

841.3 Constant vandalism of boundary fence and equipment Austen Court

It was reported that children from the Primary School were breaking the fence on the boundary in Austen Court to allow them to take a short cut through the grounds into the school. This was an ongoing issue.

ACTION: Clerk to write to the Primary School, copying in the complaint to the Chair of Governors.

842. District and County Councillors' Reports for information

WCC - Councillor Ben Edwards

WCC Leader -

It was noted that WCC had lost their Leader, as he had resigned due to ill health. Mr Finch is currently steering the ship. A new leader and cabinet would be elected at the next Full Council Meeting in July.

Provision of Home to School transport –

It was reported that Councillor Edwards had looked into the Home to School transport situation for a local child, raised at May's meeting. The official answer was that there are guidelines that are followed. If parents elect to choose a school which isn't their closest school, then the child is not eligible for home to school transport.

Missing bridge over North Leam -

It was noted that the bridge is not going to be fixed any time soon. The repair costs are circa £40,000 and funding is being sought. WCC are working on installing signage at the start of the footpath informing walkers that the bridge is not in place.

General highway repairs -

A meeting had been arranged with Graham Stanley, Team Leader, Minor Works Team to go through all outstanding points.

HS2 -

Leicester Lane will be closed in the Autumn and open in the Spring 2026.

Councillor Grants Scheme –

It was noted that the application process was open and applications were welcome from qualifying groups. Closing date for submitting applications is 20th July.

Parish Council Meetings -

Baginton Parish Council have moved their meeting day to the last Thursday of the month and it clashes with Cubbington. This means that District and County Councillor's attendance at Cubbington's meetings will be affected.

Bollards - New Street and Church Hill –

ACTION: Councillor Edwards to check where they are in the minor works programme.

Village walk -

ACTION: Councillor Edwards to send dates to Councillor Hodges for a village walk.

Mill Lane –

It was reported that Councillor Willoughby had spoken to WDC.

ACTION: Councillor Watkins to email Councillor Payne the details.

Councillor Sarah Boad – WCC updateCouncillor Grant Scheme -

It was reported that Councillor Sarah Boad had met with Graham Stanley. This year she would be focusing on dropped kerbs.

Councillor Daniel Russell – WDC updateConsultation on the Parade –

It was reported that the consultation on updates to the Parade was currently open and available on line. See the WDC website for further details.

Broadway speed and data monitoring cables -

ACTION: Councillor Edwards to chase when these would be installed.

Bin emptying –

ACTION: Clerk can contact Paul Garrison at WDC to request information to confirm the emptying schedule including number of bins, emptying days and frequency.

Youth Club –

ACTION: Councillor McCarthy to provide dates to Councillor Payne.

843. Highways**Review Outstanding Highways Issues****843.1 Rugby Road Crossing**

The Chairman updated that a meeting had taken place with Graham Stanley WCC, and the Parish Council to talk through the issues with providing a pedestrian crossing on the Rugby Road. Another option had been suggested which was to install a traffic light system. A road safety survey was required.

ACTION: Parish Council to liaise with Councillor Edwards to request the survey is paid for from his Delegated budget.

843.2 Path – Rugby Road to Offchurch Lane

ACTION: information to be sent to Councillor Edwards.

843.3 20 mph speed limits - update

ACTION: information to be sent to Councillor Edwards.

843.4 Bus stop sign Rugby Road

ACTION: information to be sent to Councillor Edwards.

844. Police

Nothing further to report.

845. Finance**845.1 payments PAID since the last meeting:-
2025-26 - EXPENDITURE**

DATE	REF	PAYEE	AMOUNT
30.04.25	E18	Unity Bank Charges	£6.00
06.05.25	E19	Mr Willoughby Invoice 80	£105.00
06.05.25	E20	DS Wagstaff Invoice 5200 April	£820.00
06.05.25	E21	J Franks Maintenance Officer March & April	£368.65
06.05.25	E22	I Hodges - Recreation Ground Gate supplies	£235.38
06.05.25	E23	J Chatterton WordPress domain cubbingtonparishcouncil.com	£19.20*
06.05.25	E24	J Chatterton Clerk Salary May	DPA
06.05.25	E25	HMRC Tax & NI Employer & Employee	DPA
06.05.25	E26	Clerk Pension Employer & Employee	DPA
08.06.25	E27	JLC BK221371-1 SLCC Training 19.05.25	£36.00*
08.06.25	E28	JLC BK221372-1 SLCC Training 28.07.25	£36.00*
19.05.25	E29	Louise Best Internal Audit	£350.00
19.05.25	E30	JLC Paperstone reimbursement stamps, ink	£154.58*
19.05.25	E31	Youth Club supplies from Grant	£132.49*
19.05.25	E32	Clerk Expenses May	£87.99*
31.05.25	E33	Bank Charges	£6.00

Initialled

06.06.25	E34	Hollies Tea Room - VE Day Celebrations	£202.50
06.06.25	E35	DS Wagstaff Inv 5228	£570.00
06.06.25	E36	John Franks - Street Planters supplies & labour	£1,136.26*
06.06.25	E37	Mr G Willoughby Inv 81	£105.00
06.06.25	E38	J Chatterton Clerk Salary June	DPA
06.06.25	E39	HMRC Tax & NI Employer and Employee	DPA
06.06.25	E40	Clerk Pension Employer & Employee	DPA
06.06.25	E41	Mr I Hodges brackets & steel bolts flower boxes	£22.75
06.06.25	E42	Mr J Franks - Maintenance Role	£308.00
06.06.25	E43	Mr D Meggitt VE Day supplies	£125.83
06.06.25	E44	Malthouse Maintenance replacement gate post	£90.00
07.06.25	E45	J Chatterton Hedge trimmer	£219.99*
07.06.25	E46	J Chatterton Budget skips	£332.40*

*inc VAT

RESOLVED THAT the payments be approved.

846. CPC Website

Councillor Watkins updated that the new website went live on 16th June. The new website holds more informative information. The new website would be advertised shortly.

846.1 Councillor Emails

Councillor Watkins updated that Councillor emails became available on 16th June. Councillors were reminded to set their emails up and to start using them.

ACTION: website to be updated with new email addresses. Personal emails and personal phone numbers have been removed.

847. Planning Matters

Nothing to discuss.

848. Neighbourhood Plan

Councillor Watkins updated that the Inspector had agreed the NHP. Kirkwells will issue the final draft to WDC to arrange the referendum. The referendum will be funded by WDC.

849. HS2 Update

Road Closure notices from HS2 are advertised on the new website.

Property on the Rugby Road –

Councillor Saul updated on a meeting he had attended (26th June) with residents and BBV/HS2 Officers in relation to their ongoing issues. Councillor Saul requested the Parish Council support the residents with their issues which they are struggling to resolve themselves.

It was noted that this was not under the Statutory Powers of the Parish Council and therefore outside the Parish Council's remit. The Chairman requested Councillor Edwards looks into the matter.

RESOLVED THAT: it was agreed that as this was outside the Parish Council's remit, there would be no further involvement by the Parish Council.

850. Councillors' reports and items for future Agenda:**850.1 Church Lane –**

It was reported that there was a smell coming up through the drains on Church Lane, which has been reported. If this occurs during “working hours” then they will come out.

ACTION: Councillor Meggitt is keeping a diary, if anyone experiences the sewerage smells then forward the information to Councillor Meggitt.

850.2 Broadway verge issues –

It was noted that back in January 2024 a petition was generated by Broadway residents with relation to damaged verges by vehicles and leaving mud on the road. This was due to some residents converting their front gardens into parking spaces without the required drop kerbs applications and installations.

ACTION: add to the walk around with Councillor Edwards.

850.3 Task Groups -

ACTION: Update the agenda.

850.4 Cost of producing paper copies

It was noted that the cost for producing paper copies of meeting papers and sending them via the post was increasing. It was also noted that this was time consuming and the postal service was increasingly unreliable.

ACTION:

- (i) Investigate going digital.
- (ii) Look into costings for providing notebooks/tablets for Councillors for CPC use.
- (iii) Agenda item for July's meeting.
- (iv) Following approval, implementation from September.

851. Date of the Next Meeting

The date of the next meeting was confirmed as 24th July 2025.

Meeting closed at 8:20pm