

Cubbington Parish Council

Minutes of the Parish Council Meeting held at 7:00pm 24th July 2025 the meeting was held at the Village Hall

Present:

Councillor Ian Hodges (Chairman)	Councillor Paul Watkins
Councillor Daniel Meggitt	Councillor John Roberts
Councillor Colin Marrow	Councillor Esther McCarthy
Councillor Pete Smith	Councillor Martin Key
Councillor Gary Willoughby	

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

Warwickshire County Council: Councillor Sarah Boad

Members of the public: 0

In Attendance: Jane Chatterton, Proper Officer Clerk & RFO

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

852. Apologies

Apologies for absence were received from Parish Councillors Val Roberts, David Saul, and Jane Coad. WDC Councillor Pam Redford and WCC Councillor Ben Edwards.

853. Election of Vice-Chairman

To elect the Vice-Chairman of Cubbington Parish Council to May 2026.

Nomination received from Councillor Paul Watkins. Nomination accepted.

Proposed: Councillor Meggitt Seconded: Councillor John Roberts Unanimous

RESOLVED THAT: Councillor Watkins be appointed Vice-Chairman for 2025-26.

854. 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 Pete Smith	-	Pavilion Committee

855. Minutes of the last meeting

The minutes of the Parish Council Meeting held on 26th June 2025 were received and discussed.

RESOLVED THAT the minutes of the Parish Council Meeting held on 26th June 2025 were approved.

856. Matters arising

There were no matters arising not listed on the agenda.

857. Public Participation

No members of public present.

858. Correspondence

Nothing further to discuss.

859. Chairman's Report

Hobby Centre

We had another new member join the group this month and we had a very successful day selling the goods that we had made at the centre or by club members at the Fun Day.

We have a project for "Art in the Park" which we have to complete by the end of the month.

A picnic bench has been donated for the front garden and two new trees have been planted. Also stonework has been donated enabling us to further landscape the front area.

Walk around the village

I walked around the village with Cllr Ben Edwards on Sunday July 6th to point out the various areas that we had discussed with Wallace Redford and also additional areas that we have concerns about; progress will be discussed at the July meeting.

Water trees

The Rainwater Harvesting System we installed a few years ago has been very useful during the dry hot weather. Using the bowser and the water storage tanks I have spent hours watering the various trees in the Recreation Ground and Austin Court playgrounds. This system is proving very useful and provides a good return on the financial outlay.

860. Councillors' Reports in brief

• **Cliff Cleaver Pavilion**

Fun day

Councillor Meggitt thanked everyone who was involved and helped out with arrangements prior to the event and on the day. Any funds raised will go to support the Youth Club.

The date has been set for next year, being the last Sunday before the schools break up for the Summer.

Plans are in place for the Christmas activities. This will take place on 29th November.

Community update –

It was noted that Councillor Meggitt had taken over as lead for Community updates. Councillor Willoughby added that he had attend a walk around the village with PCSO Ed King.

Youth Club

Closed until September.

861. Task Groups

A review had taken place on Task Group leads and membership.

Events Fun Day, Christmas	Daniel Meggitt (Lead) Pete Smith Colin Marrow
Community Liaison	Daniel Meggitt (Lead) ALL – to feed in information
NHP	Paul Watkins (Lead) Gary Willoughby
SWLP	Paul Watkins (Lead) Gary Willoughby
Planning	Gary Willoughby (Lead) All
Recreation Ground Liaison with the Maintenance Officer Liaison with the Tree Specialist	Ian Hodges Clerk/Ian Hodges Clerk/Ian Hodges
Hobby Centre	Ian Hodges
Asset inspection/Surveys	Ian Hodges
Flooding	Gary Willoughby (Lead) Paul Watkins Colin Marrow
Highways	Martin Key
Paths, verges and drains	Val Roberts John Roberts
Internal financial controls Audit check	Colin Marrow
Account Signatories	Ian Hodges Daniel Meggitt Paul Watkins
AGAR (Annual Governance & Accountability Return)	ALL
Seniors liaison & feedback	Colin Marrow
Child development	Esther McCarthy
Youth Club	Esther McCarthy (Lead) Martin Key
Bus service	Martin Key
Police liaison	Ian Hodges Clerk

Play area equipment checks	Gary Willoughby
Defibrillator checks	Gary Willoughby
Pavilion Committee	Daniel Meggitt (Chairman) David Saul Pete Smith Esther McCarthy
Village Hall Committee	Gary Willoughby Ian Hodges Esther McCarthy Colin Marrow
Staffing Committee	Ian Hodges Paul Watkins Jane Coad
Website updates & Communication updates	Paul Watkins (Lead) Colin Marrow
CPC Devices, Cllr emails	Paul Watkins Clerk

862. District and County Councillors' Reports for information

Councillor Sarah Boad – WCC

Kelvin Road – it was reported that the shop owner who attended June's meeting hadn't made contact.

WCC Leader -

It was reported that Councillor George Finch had been confirmed as the new leader of WCC. Councillor Finch would be announcing his cabinet next Friday.

High View Road – Drop Kerb -

This had been marked up ready.

Telford School – Kelvin Road

Patrols would take place in the autumn to monitor parking issues.

Fun day Lillington -

This had taken place last weekend, this had been a successful and enjoyable event.

Councillor Alan Boad - WDC

Devolution -

At the Council Meeting on Tuesday, Councillors voted unanimously to go for 2 unitary councils. One for South Warwickshire and one for North Warwickshire. The final decision would be made by the Government.

Rugby Borough Council hasn't decided yet where they will join.

It was noted that there was still a lot of work to be done. Submission to the Government would be in November.

Councillor Phil Kohler – WDC update

It was noted that the 2 paddling pools had been out of action for some time. The paddling pool in Victoria Park would open on Saturday. No date yet for the St Nicholas Park paddling pool to open.

Councillor Ben Edwards –WCC

Had provided a verbal update to Councillor Hodges.

863. Highways**Review Outstanding Highways Issues****863.1 Rugby Road Crossing**

Work continued to progress the project.

863.2 Path – Rugby Road to Offchurch Lane

No further progress.

863.4 Bus stop sign Rugby Road

No further progress.

864. Police

Nothing further to report.

865. Finance**865.1 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

RESOLVED THAT the expenditure be approved.

865.2 Bank Reconciliation 30th June 2025

The Bank Reconciliation 30th June 2025 was received and discussed.

Balance per bank statements as at 30th June 2025:

	£	£
Main Account	£62,668.05	
	<u>£0.00</u>	

£62,668.05

Initialled

Petty cash float (if applicable)		£0.00
Less: any un-presented cheques as at 30.06.25	£0.00	
		£0.00
Add: any un-banked cash as at 30.06.25		
	£0.00	
		£0.00
Net balances as at 30.06.25		£62,668.05
CASH BOOK		
Opening Balance 1st April 2025	£45,652.60	
		£45,652.60
Add Receipts up to 30th June 2025		£37,118.00
Less: Payments up to 30th June 2025		£20,102.55
Closing balance per cash book as		£62,668.05
as 31st March 2025		

RESOLVED THAT the Bank Reconciliation 30th June 2025 be approved.

865.3 Quarterly Report 30th June 2025

The Quarterly Report 30th June 2025 was received and discussed.

RESOLVED THAT the Quarterly Report 30th June 2025 be approved.

866. CPC Website

Councillor Watkins updated that the website is up and running.

ACTION: Councillor Watkins to add a prominent link to the Hobby Centre.

866.1 Councillor Emails

Information had been provided to Councillors for their new dedicated Parish Council emails.

Assistance would be provided to anyone who required it.

ACTION: Councillors to use their dedicated councillor emails from September.

867. Going Paperless

ACTION: Clerk to send round information to obtain councillor preference on devices.

868. Planning Matters

Nothing to discuss.

132 Rugby Road

ACTION: Check why work has stopped.

869. Future Projects (MUGA)

Information was discussed in relation to installing a Multi-Use Games Arena on the Recreation Ground.

ACTION:

- (i) Clerk to apply for Planning Permission.
- (ii) Grant funding to be obtained.

870. Neighbourhood Plan

Councillor Watkins updated that the links had been sent to the consultant so the plan could be reviewed online. WDC would make arrangements for the NHP to go to referendum.

871. HS2 Update

Nothing further to discuss.

872. Councillors' reports and items for future Agenda:

Nothing further to add.

873. Date of the Next Meeting

The date of the next meeting was confirmed as 25th September 2025.

Meeting closed at 8:20pm