

Cubbington Parish Council

Minutes of the Parish Council Meeting held at 7:10pm 23rd October 2025 the meeting was held at the Village Hall

Present:

Councillor Ian Hodges (Chairman)	Councillor Paul Watkins (Vice Chairman)
Councillor Gary Willoughby	Councillor Jane Coad
Councillor Colin Marrow	Councillor Esther McCarthy
Councillor David Saul	Councillor Martin Key

Warwick District Councillors: Councillor Phil Kohler, Councillor Alan Boad

Warwickshire County Council: Councillor Sarah Boad, Councillor Ben Edwards

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.

893. Apologies

Apologies for absence were received from Parish Councillors Smith, Val and John Roberts, WDC Councillor Redford and Russell.

Councillor Payne was not present.

894. Declarations of Interest:

Declarations of Interest were received from:

Councillor Ian Hodges	-	Village Hall Committee
Councillor McCarthy	-	Pavilion Committee
Councillor David Saul	-	Pavilion Committee
Councillor Gary Willoughby	-	Village Hall Committee
Councillor Colin Marrow	-	Village Hall Committee

895. Minutes of the last meeting

The minutes of the Parish Council Meeting held on 25th September 2025 were received and discussed.

RESOLVED THAT the minutes of the Parish Council Meeting held on 25th September 2025 were approved.

896. Matters arising

There were no matters arising not listed on the agenda.

897. Public Participation

No members of public present.

898. Correspondence**898.1 Cubbington NHP**

Councillor Watkins updated on the progress of Cubbington's NHP.

Summary of Referendum Arrangements for Cubbington NDP

- 29th August, We asked about dates for the Referendum.
- 2nd Sept: Asked again
- 4th Sept: election team busy with by election will respond soon
- 18th Sept: We followed up with WDC about referendum dates; they'd be shared soon.
- 25th Sept: WDC confirmed the referendum would be held on 20th Nov 2025.
- 26th Sept: WDC updated the NDP webpage with the decision statement .
- 30th Sept: We requested details on where and how the referendum would be held.
- 10th Oct: WDC contacted the village hall to book it for 20 Nov, but CPC was not informed so unaware.
- 11th Oct: We asked about statutory advertising (due by 23rd Oct) and whether materials would be provided or if CPC needed to organise them.
- 14th Oct: WDC said statutory notices would go out by the end of the week and asked CPC to help share them locally.
- 15th Oct: WDC requested venue details for placing hard copies of referendum documents. They also noted some Examiner-recommended changes were still outstanding and asked for updates so they could publish the final version.
- 17th Oct: We expressed confusion over the hall booking being cancelled and asked for a clear list of remaining requirements. Noted inconsistent communication.
- 17th Oct (later): WDC replied that, due to a review of the election timetable, the referendum date would be moved to 4th Dec 2025.

From the above you may conclude that the referendum process has not been handled very successfully by WDC.

ACTION: WDC Cllrs to ask WDC for the plan to be sent to the Clerk.

899. Chairman's Report**Christmas Tree**

I installed a scaffold pole in the old square of Cubbington to provide additional support for the Christmas tree. This is a permanent structure but is not in the way of normal activities.

Hobby Centre

The Hobby Centre continues to run well, we are in the process of building a wood store on the vacant land behind the centre and the rainwater storage tanks, this is to be used to store wood and surplus machinery that we have been donated. This should be completed by the end of the month.

A new group has been started by Jenny for sewing, crochet and needlework, this will take place on a Tuesday afternoon after the men's session has finished.

Village Hall

A meeting took place to discuss the problems of the Village Hall with subsidence and hopeful improvements. We await the results will come in due course.

Recreation Ground

Work is ongoing to build a wild flower meadow in the orchard, the council has donated plants and the scheme is being run and ongoing work by Cubbington Parish Council and Warwickshire Wildlife Trust.

Scarifying and planting will take place on the 30th October all are welcome to help - tea and cake are being provided by Claire Jones.

900. Councillors' Reports in brief**Pavilion**

Councillor Meggitt updated on the Pavilion.

Anti-social behaviour –

An incident had taken place on 17th October involving youths who were not part of the Youth Club causing trouble resulting in the police attending site. The perpetrators had been identified and the police are dealing with them.

PSCO Ed King had been very supportive and had identified that there was a need for their continued support.

ACTION:

- (i) Upgraded CCTV including night vision was to be installed.
- (ii) Flood lights to be installed. To be switched on from the inside, manually managed security lights to flood light the car park.
- (iii) The doors to be upgraded with the installation of electronic doors.
- (iv) Issue with the fire door at the back of the Pavilion to be sorted.

Community ServicesChristmas events

Councillor Hodges has installed the pole for the Christmas tree. Approval has been received from WDC Event's Team for the Christmas light switch on.

The ice rink has been booked – looking at some sort of booking system to manage the queues.

Hollys Tea Room will be providing the food on the day.

There will be a wide range of stalls this year. Live music, St Therasas are providing a choir, Cubbington Silver Band. On 22nd November the lights are going up.

The Christmas Events team next meeting is on 11th November, at the Queens Head at 7pm.

Panto –

This year's Panto is Scrouge, advertising has started. The Panto will be on Sunday 14th December. Two shows.

901. Task Groups

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

Mill Lane – Flooding issues (balancing Pond)

Councillor Watkins had reported to Councillor Willoughby that he had visited the site on Mill Lane to discover that the WDC owned asset was in poor state of maintenance. Following referral to WDC they had confirmed that they would be on site around 21st October for 3 days to clear the vegetation.

ACTION: Monitor.

Bus service

Councillor Key reported that in the last 4 weeks, several buses had not been turning up. The information on the app was always correct, they can show as “cancelled” or on time but don’t turn up at all.

ACTION:

- (i) Stagecoach to be invited to a future meeting.
- (ii) Councillor Sarah Boad to provide a point of contact.

Roads and Highways

Councillor Key reported that there are cracks in the road near Compton’s Island top of Windmill Hill and at the bottom of Church Lane and Church Hill junction.

ACTION: Councillor Key to report to Fix my Street

902. District and County Councillors’ Reports for information

WCC updates Councillor Sarah Boad

Thermal imaging cameras

ACTION: Clerk to liaise with Matt Black.

No 14 bus time tables

It was confirmed that these had been advertised on the PC Noticeboards

“H marks” in Beaufort and Kelvin Road

These had been installed.

Home School transport

WCC are starting a consultation on Home School transport for children who live more than 3 miles away. Consultation runs November to the end of December. People are encouraged to take part.

Devolution

At the full Council Meeting WCC decided to vote for one Unitary Council.

County Council Consultation with WALC

The meeting takes place on 4th November via zoom meeting. Councillors are invited. CPC need to think about what if any services to take on.

WCC Updates Councillor Ben Edwards

Local Governance Review

WCC made the decision to request to join the West Midlands Combined Authority.

Crossing on the Rugby Road

Further discussions had taken place. The Road Safety Team are looking at whether a safe place can be identified. Best place given the constraints.

Path off Rugby Road (behind Thwaits)

It was confirmed that WCC would maintain the path to the standard of "footpath" only. Vegetation along the route is the responsibility of the land owner on either side.

Catchment areas for North Leam School

It was confirmed that the data they have shows a shrinking area. If you look at the distance from the school of the last child to be admitted.

Trees Stonehouse Close behind the garages

It has been previously reported but the trees on Stonehouse Close behind the garages require cutting back.

ACTION: Councillor Kohler to contact WDC.

Fees and Charges

It was noted that the Green bin emptying and car parking charges are increasing from April 2026.

903. Highways**Review Outstanding Highways Issues****903.1 Rugby Road Crossing – receive an update from Cllr Ben Edwards**

Work continues.

903.2 Path – Rugby Road to Offchurch Lane

Reported earlier.

904. Police

Nothing further to report.

905. Finance**905.1 payments PAID since the last meeting:-****2025-26 - EXPENDITURE**

DATE	REF	PAYEE	AMOUNT
23.09.25	E100	J Chatterton reimbursement planter compost	£120.00*
23.09.25	E101	Mr Hodges Rec Ground Supplies & repairs	£232.78
23.09.25	E102	JLC reimbursement Christmas Illunimations npower	£64.08
24.09.25	E103	Tree Masters Rec Ground Invoice 1356	£2,450.00
24.09.25	E104	Happy Days for Youth Club Staffing and running costs	£1,000.00
30.09.25	E105	Unity Service Charge	£6.00
03.10.25	E106	J Chatterton Councillor tablet	£93.49*
03.10.25	E107	Metcalfe 945286 Footpath	£756.00*
03.10.25	E108	Mr Willoughby Inv 000085	£105.00
03.10.25	E109	Kirkwells NHP Final Invoice	£648.00*
05.10.25	E110	Tom White Waste IAC183512 Bin	£60.00*
05.10.25	E111	Tom White Wast IAC183388 empty	£19.32*
06.10.25	E112	J Chatterton Ink reimbursement	£30.04*
06.10.25	E113	J Chatterton Clerk Salary	DPA

Initialled

06.10.25	E114	HMRC Employer NI Employee Tax & NI	DPA
06.10.25	E115	WCC Clerk Pension Employer & Employee	DPA
09.10.25	E116	Mrs L Montgomery Gate Keeper Fee	£200.00
10.10.25	E117	Mr Hodges gate and Christmas pole	£288.70

*inc VAT

2025-26 - INCOME

DATE	REF	PAYEE	AMOUNT
24.09.25	R	WCC Grant from Cllr Boad (£500) and Cllr Edwards (£1,000)	£1,500.00
30.09.25	R	WDC Half Yearly Precept	£36,868.00
05.10.25	R	WCC Grant Fund Cllr Edwards (£500)	£500.00

RESOLVED THAT the payments be approved and the income noted.**905.2 Bank Reconciliation 30th September 2025**The Bank reconciliation 30th September 2025 was received and discussed.

Date: 30th September 2025

Balance per bank statements as at 30th September 2025:

Main Account

£ £

£76,397.15

£0.00

£76,397.15

Petty cash float (if applicable)

£0.00

Less: any un-presented cheques as at 30.09.25

£0.00

£0.00

Add: any un-banked cash as at 30.09.25

£0.00

£0.00

Net balances as at 30.09.25**£76,397.15****CASH BOOK**

Opening Balance 1st April 2025

£45,652.60

£45,652.60

Add Receipts up to 30th Sept 2025

£76,068.00

Less: Payments up to 30th Sept 2025

£45,323.45

Closing balance per cash book as

£76,397.15as 30th September 2025**RESOLVED THAT** the Bank Reconciliation 30th September 2025 be approved.**906. Planning Matters**

Nothing to discuss.

907. AED/Defibrillator Policy and Checks

The AED Defibrillator Policy and checks document was received and discussed.

ACTION:

- (i) Identified updates to be made.
- (ii) Councillor Willoughby to conduct the checks.
- (iii) Clerk to order child pads for the defibrillator at the Pavilion.

908. Pavilion flood lights

ACTION:

- (i) New flood lights to be installed at the Pavilion to illuminate the car park.
- (ii) Entry camera to be installed.

909. Bus service

ACTION: Stagecoach to be invited to a future meeting.

910. HS2 Update

Nothing further to add.

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

Budget and Precept request

912. Date of the Next Meeting

The date of the next meeting was agreed as 27th November 2025.

Meeting closed at 8:30pm