

Cubbington Parish Council

Minutes of the ANNUAL PARISH COUNCIL MEETING held at 7:00pm, 28th May 2026
the meeting was held at the Village Hall

Present:

Councillor Ian Hodges (Chairman)	Councillor Martin Key
Councillor Paul Watkins	Councillor Gary Willoughby
Councillor David Saul	Councillor Esther McCarthy (Vice Chairman)
Councillor John Roberts	Councillor Pete Smith

Warwick District Councillors: Councillor Phil Kohler, Councillor Daniel Russell

Warwickshire County Council: Councillor Sarah Boad and Councillor Ben Edwards

Members of the public: 0

In Attendance: Jane Chatterton, Proper Officer, Clerk & RFO

The Chairman welcomed everyone to the meeting.

1. Election of Chairman

Nomination received from Councillor Ian Hodges. Nomination accepted.

Proposed: Councillor Saul Seconded: Councillor McCarthy Unanimous

RESOLVED THAT: Councillor Ian Hodges be appointed Chairman for 2026-27.

2. Apologies

Apologies for absence were received from Parish Councillors Councillor Daniel Meggit, Val Roberts, Jane Coad. WDC Councillor Pam Redford, Councillor Josh Payne and Councillor Alan Boad.

3. Declarations of Interest

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

4. Election of Vice-Chairman

Nomination received from Councillor McCarthy

Nomination accepted.

Proposed: Councillor Saul Seconded: Councillor Hodges Carried

RESOLVED THAT: Councillor McCarthy be appointed Vice-Chairman for 2026-27.

5. Election of Committee Members

5.1 Emergency Committee

RESOLVED THAT: All Parish Councillors be members of the Emergency Committee.

5.2 Cliff Cleaver Community Pavilion Committee

RESOLVED THAT: Councillors Meggitt, Saul, McCarthy and Smith be appointed to the Cliff Cleaver Community Pavilion Committee.

5.3 HS2 Councillor Liaison

RESOLVED THAT: Councillor Paul Watkins be appointed as HS2 Councillor Liaison

5.4 WALC Committee

RESOLVED THAT: Councillor Gary Willoughby be appointed to the WALC Committee.

5.5 Staffing Committee

RESOLVED THAT: Councillor Hodges, McCarthy, Willoughby be appointed to the Staffing Committee.

5.6 Youth Liaison

RESOLVED THAT: Councillor McCarthy, Saul and Key be appointed to the Youth Liaison.

5.7 Flooding Committee

RESOLVED THAT: Councillor Gary Willoughby be appointed to the Flooding Committee.

5.8 NHP Committee

RESOLVED THAT Councillor Watkins and Willoughby be appointed to the NHP Committee.

6. Governance

6.1 Standing Orders May 2026

The revised Standing Orders May 2026 were received.

RESOLVED THAT the Standing Orders May 2026 were approved.

6.2 Financial Regulations May 2026

The revised Financial Regulations May 2026 were received.

RESOLVED THAT the Financial Regulations May 2026 were approved.

6.3 Scheme of Delegation for the Clerk

The legal basis of the delegation conferred by the Document is contained in the following provisions of the Local Government Act 1972:

s101 Arrangements for discharge of function by local authorities

The Scheme of Delegation for the Clerk is based on a NALC model and has been reviewed; the document sits behind the Parish Council's Standing Orders and is re-approved at each Annual Parish Council meeting.

RESOLVED THAT the Scheme of Delegation for the Clerk was approved.

7. General Power of Competence

The General Power of Competence was discussed. The Parish Council confirmed that it met the required criteria. More than two thirds of Councillors were Elected, and the Clerk held the CiLCA qualification.

RESOLVED THAT the Parish Council adopted the General Power of Competence.

Meeting closed at 7:10pm

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