

MINUTES OF DUNCHURCH PARISH COUNCIL

Minutes of Meeting Number 742 of the Dunchurch Parish Council held in The Community Library,
School Street, Dunchurch, Monday 3rd September 2018 Meeting commenced at 7.20pm

PRESENT:

Councillor Eccleson [chair of meeting]

Councillor N Jones

Councillor H Roberts

Councillor D Roberts

Miss L Foster Parish Clerk

OTHERS:

4 members of the public

Cllr Carolyn Watson Merrett

1. APOLOGIES FOR ABSENCE

Councillor Hallahan, Cllr Morshead Cllr Sodhi, Cllr G Jones

2. ACCEPTANCE OF APOLOGIES

Proposed by Councillor N Jones, seconded by Councillor D Roberts and agreed by all present.

3. DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA

Councillor Eccleson declared an interest in item 13 on the agenda.

4. PUBLIC PARTICIPATION

Mike Judge asked the Council if there was a formal response to the parish assembly and questioned why it had not been included as part of the agenda. Councillor Eccleson responded to say any queries could be answered within public participation. The parish assembly is a meeting of the Parish not a parish council meeting. Councillor Eccleson stated:

- the benches in the village are currently being assessed for repair, the bench on the heath has been repaired
- he will be attending WCC to discuss the gateway signs.
- Due to GDPR we would be unable to set up a Facebook page
- Buttercross protection has been raised with WCC multiple times
- HGVs in the village cannot be prevented from driving through due to being a designated HGV route

Councillor Eccleson stated that we could combine a meeting with Thurlaston to discuss the local plan modifications.

Residents were disappointed that the decorative lighting columns had not been repaired on Rugby Road. Councillor Eccleson stated that WCC will be attending the site in the next few weeks to carry out a survey as some parts are difficult to source due to age of the lighting column.

Friends of Dunchurch will be meeting to form a group within the village. Cllr Eccleson made a statement to offer support that they may require writing policies and could also consider a grant if submitted to the Parish Council. We will provide them with a formal letter stating the above. Friends of Dunchurch offered to include Parish Council updates within their newsletter as some households on Daventry Road did not receive leaflets when distributed via the Rugby Register.

5. TO APPROVE THE MINUTES OF MEETING NUMBER 741 – 2nd July 2018

Proposed by Councillor N Jones seconded by Councillor D Roberts and agreed by all present.

6. TO REPORT MATTERS ARISING FROM THESE MINUTES NOT ON THIS AGENDA [FIO]

none

7. TO DISCUSS WITH BOROUGH AND COUNTY COUNCILLORS ANY MATTERS OF IMMEDIATE INTEREST

Cllr Carolyn Watson Merrett approached some cycling and walking groups that meet by the bench opposite the Green man. The groups would prefer to see the bench repaired rather than replaced.

Councillor H Roberts is pleased to announce that Crazy Daisies has now been demolished.

8. TO REVIEW CURRENT PLANNING APPLICATIONS, PERMISSIONS, REFUSALS ETC.

Comments

01387	North Lodge Rugby Road	No Objections
01388	2A Bilton Lane	No objections
01389	25 Southam Road	No comment yet
01390	Land South of Coventry Road and Limetree village	No comment yet
01391	20 Cawston Lane	neighbour consultation
01392	27 Done Cerce Close	Neighbour consultation
01393	Toft House Southam Road	No objections

The Parish Council has read the local plan modifications documents and are awaiting the supplementary planning documents.

9. NEIGHBOURHOOD DEVELOPMENT PLAN

The group have approached several consultants and are awaiting quotes from these to bring to the next Parish Council meeting. One member of the group has resigned. More representatives are required to join the Neighbourhood Planning committee.

10. UPDATE ON THE LIBRARY

After an annual review with Warwickshire County Council they are happy with both the levels of footfall and number of books borrowed. We have logged interest with WCC for new pcs when they become available.

We still require some new volunteers and further posters and adverts in school newsletters will be required.

Storytime will now be moved to a Friday morning.

We have had a fire risk assessment carried out and have been asked to install smoke alarms, we are still awaiting quotes for these works. Cllr Eccleson recommended speaking to the local Fire Brigade.

11. TO REVIEW AMENITIES

Parking:

Parking continues to be an issue in Dunchurch.

Bus Shelter

Rugby Borough Council would like to see images of how the bus shelter should look and we can further discuss alterations.

Village Gateway Signs

Cllr Eccleson to meet with WCC to discuss the gateway signs on September 10th.

War Memorial Renovation

The War Memorial Trust has approved the works to take place less the fence. We need to discuss this matter with planning department at Rugby Borough Council.

The Parish Council are required to contribute £1380. Councillor D Roberts proposed to pay the contribution to repairs, seconded by Councillor N Jones and agreed by all present.

Benches

Clerk to provide quotes at next meeting.

12. TO DISCUSS SECURITY & ROAD SAFETY

No update

13. TO DISCUSS CCTV IN THE VILLAGE-3 QUOTES PROVIDED

To be discussed in October.

14. PLAY AREAS & YOUTH PROVISION

Small faults to be discussed with Matt.

Youth groups to be advertised in local schools.

15 FINANCES FOR APPROVAL

A. Annual subscription to Information Commissioners

Proposed by Councillor N Jones seconded by Councillor D Roberts and agreed by all.

B. PC Insurance renewal

Proposed by Councillor H Roberts, seconded by Councillor Eccleson and agreed by all present.

c. Installation of new library heating system

Proposed by Councillor N Jones, seconded by Councillor D Roberts and agreed by all present.

D. postage

Proposed by Councillor Eccleson, seconded by Councillor N Jones and agreed by all present.

E. cleaning materials

Proposed by Councillor H Roberts, seconded by Councillor N Jones and agreed by all present.

F. Cost of football goals package Arkwright Fields

Proposed by Councillor D Roberts, seconded by Councillor Eccleson and agreed by all present.

G. Cilca course fee

Proposed by Councillor D Roberts, seconded by Councillor H Roberts and agreed by all present.

H. Annual membership to SLCC

Proposed by Councillor Eccleson, seconded by Councillor N Jones and agreed by all present.

I. Microsoft Office subscription fee library

Proposed by Councillor H Roberts, seconded by Councillor Eccleson and agreed by all present.

17. TO RECEIVE REPORTS FROM REPRESENTATIVES ON OTHER BODIES

Awaiting financial report from twinning Association.

18. TO RECEIVE A REPORT ON CORRESPONDENCE

Emails Mr Waller, Mike Judge, Ann Wright, Village Green hotel, Broxap, Rimo, Andre Crooks

Correspondence from Wcc regarding upgrading of street lighting led. 16 lighting columns in total £4493.28+VAT. This is due to the old-style street lighting being phased out. It was proposed by Councillor Eccleson to accept this quotation, seconded by Councillor H Roberts and agreed by all present.

19.TO DISCUSS ANY MISCELANEOUS MATTERS

Rugby Borough Council would not support the installation of a defibrillator at The Dun Cow, a new location is required.

20. To agree payments in accordance with the budget

The RFO/ Administrator submitted a schedule of payments for £4139.12 for payments in July cheque numbers 301264 to 301272 signed by Councillor D Roberts and Councillor Eccleson. It was proposed by Cllr D Roberts, seconded by Cllr N Jones and agreed by all present.

The RFO/ Administrator submitted a schedule of payments for £8952.60 for payments in August cheque numbers 301273 to 301287 signed by Councillor D Roberts and Councillor N Jones. It was proposed by Cllr Eccleson, seconded by Cllr H Roberts and agreed by all present.

The next meeting will be held on September 3rd due to no meeting in August.

THE MEETING CLOSED AT 9.14PM

Signed Chairman:

Dated:

Dunchurch Parish Council

Expenditure transactions - payments approval list start of year 01/04/18

Tn no	Cheque	Gross	Vat	Net	Invoice date	Details	Cheque Total
51	301272	£200.00	£0.00	£200.00	25/07/18	Dunchurch Methodist Church - Hire of Hall for Youth Group	£200.00
52	301271	£60.00	£0.00	£60.00	25/07/18	Susan Wain - Library Cleaning	£60.00
53	301270	£72.17	£0.00	£72.17	25/07/18	Severn Trent Water Ltd - Library Water Rates	£72.17
54	301269	£442.75	£0.00	£442.75	25/07/18	Lee Matt - Handyman Salary & Expenses	£442.75
55	301268	£31.49	£5.25	£26.24	25/07/18	Gamma Business Communications - Library Telephone & Calls	£31.49
56	301267	£1,163.39	£180.71	£982.68	25/07/18	Total Gas & Power -	£1,163.39
1		£1,052.53	£175.43	£877.10		LIGHT UMS - Streetlighting	
2		£110.86	£5.28	£105.58		LIB Library Electricity	
57	301266	£921.23	£0.00	£921.23	25/07/18	Lindsay Foster - Clerks Salary & Expenses	£921.23
1		£912.20	£0.00	£912.20		ADMIN Clerks Stry	
2		£7.04	£0.00	£7.04		ADMIN Postage	
3		£1.99	£0.00	£1.99		ADMIN Stationary	
58	301265	£892.43	£3.76	£888.67	25/07/18	Knowles P M -	£892.43
1		£869.87	£0.00	£869.87		ADMIN RFO Administrator Salary	
2		£22.56	£3.76	£18.80		ADMIN 2 x Microsoft 365 subscriptions	
59	301264	£355.66	£0.00	£355.66	25/07/18	Inland Revenue - Employee Tax & NI	£355.66
Total		£4,139.12	£189.72	£3,949.40			
61	301273	£9.00	£1.50	£7.50	10/08/18	Rimo Growers - Underpayment on cheque	£9.00
67	301274	£298.80	£49.80	£249.00	29/08/18	Fire Risk Assessments.Com - Library Annual Fire Risk Assessment	£298.80
66	301275	£60.00	£0.00	£60.00	29/08/18	Susan Wain - Library Cleaning	£60.00
65	301276	£576.00	£0.00	£576.00	29/08/18	Rugby Borough Council - Youth Club staff payments for sessions	£576.00
64	301277	£893.62	£3.96	£889.66	29/08/18	Knowles P M -	£893.62
1		£1.19	£0.20	£0.99		ADMIN 1&1 Email Web Hosting Charge	
2		£22.56	£3.76	£18.80		ADMIN 2 x Microsoft 365 Subscriptions	
3		£869.87	£0.00	£869.87		ADMIN RFO/Administrator Salary	
63	301278	£31.61	£5.27	£26.34	29/08/18	Gamma Business Communications - Library Telephone & Calls	£31.61
62	301279	£3,464.16	£0.00	£3,464.16	29/08/18	Came & Company - Broker Network Ltd - PC Annual	£3,464.16

					Insurance Premium			
70	301280	£1,182.90	£183.64	£999.26	01/09/18	Total Gas & Power -		£1,182.90
1		£113.46	£5.40	£108.06		LIB Library Electricity		
2		£1,069.44	£178.24	£891.20		LIGHT Unmetered Electricity Supply - streetlighting		
69	301281	£200.00	£0.00	£200.00	01/09/18	Dunchurch Methodist Church - Hire of Hall for Youth Group Sessions		£200.00
68	301282	£40.00	£0.00	£40.00	01/09/18	Information Commissioner's - Annual Registration Fee		£40.00
74	301283	£380.23	£0.00	£380.23	02/09/18	Inland Revenue - Employer & Employee Contributions		£380.23
71	301284	£41.08	£6.85	£34.23	02/09/18	Three -		£41.08
1		£15.98	£2.66	£13.32		YOUTH Youth Group WiFi		
2		£25.10	£4.19	£20.91		ADMIN 2 PC Mobile Telephones		
72	301285	£963.02	£0.00	£963.02	02/09/18	Lindsay Foster -		£963.02
1		£2.68	£0.00	£2.68		ADMIN Postage		
2		£947.09	£0.00	£947.09		ADMIN Clerks Salary		
3		£13.25	£0.00	£13.25		LIB Cleaning Materials		
75	301286	£527.50	£0.00	£527.50	03/09/18	Lee Matt - Handyman Salary		£527.5
& Expenses								
76	301287	£284.68	£47.44	£237.24	03/09/18	Bt Payment Services Ltd - PC Telephone, Broadband and Calls		£284.68
Total		£8,952.60	£298.46	£8,654.14				

