

MINUTES OF DUNCHURCH PARISH COUNCIL

Minutes of Meeting Number 743 of the Dunchurch Parish Council held in The Community Library,
School Street, Dunchurch, Monday 1st October 2018 Meeting commenced at 7.15pm

PRESENT:

Councillor Eccleson [chair of meeting]

Councillor N Jones

Councillor H Roberts

Councillor Morshead

Councillor D Roberts

Councillor Hallahan

Miss L Foster Parish Clerk

OTHERS:

11 members of the public

Cllr Carolyn Watson Merrett

1. APOLOGIES FOR ABSENCE

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 14 on the agenda.

4. PUBLIC PARTICIPATION

One member of the public had acquired some live trees that could be placed on The Green as a permanent Christmas tree. The Council will follow this up with Rugby Borough Council regarding this issue.

The defibrillator cannot be sited at the Dun Cow due to their listing. There is a possibility it could be sited next to the Social Club and estate agents.

There was concern regarding the benches in the village and their condition. The Clerk confirmed she is in the process of finding contractors to quote for these works.

There was concern regarding the gateway signs to the village are not yet completed. Councillor Eccleson confirmed he had met with Warwickshire County Council and designs are now being drawn up and we are awaiting their final quotation.

5. TO APPROVE THE MINUTES OF MEETING NUMBER 742 – 3rd September 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

County Councillor H Roberts is following up contractors regarding the signs Daventry Road.

Borough Councillor Carolyn Watson Merrett confirmed that budget cuts are difficult for all and we must all work together.

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

The Parish Council contacted Rugby Borough Council on 6th September regarding the signs on Malanchi restaurant to register the non-compliance with the Conservation Area guidelines. The proprietors have not sought planning permission and an enforcement officer is to visit the site. RBC have now confirmed the signs will be removed within 14 days.

The Parish Council has responded to the Local Plan modifications consultation, the modifications, when assessed against the Sustainability Assessment indicates minimal impact on the original consultations. The Parish Council is aware that, at this point in time, the location of the spine road indicated on the map contained in the modifications consultation is not finalised, indeed as confirmed by Warwickshire County Council it is an indication of what could emerge in the future. Finance for the spine road is dependent upon a number of factors not least of which are funding contributions from both developers and central government. The detail for the South West Rugby location will be contained in the Supplementary Planning Document [SPD] as will the SPD for Air Quality.

9. NEIGHBOURHOOD DEVELOPMENT PLAN

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

10. UPDATE ON THE LIBRARY

The library website requires updating. The Council agree this is a required and a specification is to be drawn up to obtain quotations.

The library requires decorating the clerk to submit quotes once received. The quote to include repainting of public toilet and foyer.

11. FRIENDS OF DUNCHURCH

Friends of Dunchurch submitted a proposal to Dunchurch Parish Council to install hanging baskets on lighting columns within the Village together with a quotation from Rugby Borough Council for a number of other items, the quotation clearly states that the project "is subject to the consent of Warwickshire County Councils Highway and street lighting department". The Parish consulted with Warwickshire County Council, our streetlighting contractors, who confirm they do not recommend hanging baskets or anything other than a small traffic sign be fixed to lighting columns. as they are not manufactured to support heavier loads. For this reason the Parish Council could not support the plan as it would represent a significant risk to people and also would not be an acceptable insurance risk.

The Parish Council has provided Friends of Dunchurch with a grant application form to, if they wish, apply for funding an alternative project. We have previously agreed to consider supporting a project in line with the contributions we make for maintenance of the Churchyard and mowing the sports field.

NOTE: Some confusion appears to have arisen regarding the advice from Warwickshire County Council re loading restrictions on lighting columns and the need to complete safety surveys on the lighting columns within the whole village. These surveys in no way influence any decision regarding erecting floral displays on selected lighting columns within the village, they are a necessary safety precaution.

12. TO REVIEW AMENITIES

Parking:

We are waiting a decision of the village parking consultation which is due in October. One resident is concerned about parking on Daventry Road regarding cars parking outside of lines. This is a police matter who will monitor the situation.

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

Councillor Eccleson met with Warwickshire County Council regarding the village gateway signs. Over the last 18 months Councillor Eccleson has met with WCC several times. The drawings have now been completed and a road safety audit is to be carried out. The design is to be forwarded to County Highways who will provide a detailed quotation.

War Memorial Renovation

The Parish Council secured a grant from the War Memorial Trust to cover 50% of the cleaning and repointing works. The cleaning has been completed and we are awaiting repointing work to be started. The Parish Council will cover the cost of the fence to be installed. A rededication ceremony will be held on Remembrance Day. The Women's Institute will 'yarn bomb' a section of the war memorial. A tree outside Wanda's Fashions will also hold a poppy display.

Street Furniture

A survey has been completed within the village on various items of street furniture, the Parish Council is awaiting further quotations regarding the repair work to be carried out on benches. It has also been established that several litter bins within the Parish need replacing, this issue is being addressed.

13. TO DISCUSS SECURITY & ROAD SAFETY

No update

I (Councillor Eccleson) propose a motion under the Local Government Act 1972 to exclude members of the public from item 14 of the meeting and to move item to end of meeting. In light of recent information received from WALC and its recommendation this item is deemed to be confidential due to terms of contract

This motion was seconded by Councillor Hallahan and agreed by all present.

15. PLAY AREAS & YOUTH PROVISION

Small faults to be discussed with Matt.

Youth groups to be advertised in local schools and via leaflets.

There have been several recent fly tipping incidents on the recreation area.

16 FINANCES FOR APPROVAL

External Audit

Following conclusion of audit by PKF Littlejohn LLP the external auditors, the Parish Council has received an unqualified audit. No concerns with proper practices being followed and being in line with legislation and regulatory obligations.

A. Installation of smoke detectors in the library. After discussion option 2 was selected.

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

B. War memorial Fence £1275+VAT

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

c. Winter planting £799+VAT

Proposed by Councillor Hallahan, seconded by Councillor Morshead and agreed by all present.

D. postage £9.11

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

E. Street furniture new bins

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

F. Emergency lighting testing

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

G. Approval grass cutting/hedge trimming St Peters Church £900

The additional £150 agreed by the Parish Council to cover a shortfall in services by contractor from early 2017.
Proposed by Councillor N Jones, seconded by Councillor Morshead 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

Friends of Dunchurch
Sue Protheroe

19. TO DISCUSS ANY MISCELLANEOUS MATTERS

The public and Councillor Eccleson were excluded from item 14. Councillor Eccleson and the public left the room at 9.15pm.
Councillor D Roberts chaired the following section of the meeting.

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

The Councillors discussed the quotations. Councillor N Jones proposed to accept the quotation from SVS Ltd due to lowest installation costs and lowest annual maintenance costs. This was seconded by Councillor Hallahan and agreed by all present.

Councillor Eccleson and public returned at 9.25.

20. To agree payments in accordance with the budget

The RFO/ Administrator submitted a schedule of payments for £5172.56 for payments in September cheque numbers 301288 to 301299 signed by Councillor D Roberts and Councillor Morshead. It was proposed by Cllr Eccleson, seconded by Cllr H Roberts and agreed by all present.

THE MEETING CLOSED AT 9.26PM

Signed Chairman:

Dated:

Dunchurch Parish Council

Expenditure transactions - approval list

Start of year 01/04/18

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque Total
79	301288	£200.00	£0.00	£200.00 25/09/18	Dunchurch Methodist Church - Hire of Hall for Youth Group	£200.00
78	301289	£60.00	£0.00	£60.00 25/09/18	Susan Wain - Library Cleaning	£60.00
85	301290	£900.00	£0.00	£900.00 29/09/18	Joe Jones Tree Surgery & Ground Care - Churchyard Maintenance	£900.00
81	301291	£90.95	£0.00	£90.95 29/09/18	Severn Trent Water Ltd - Water Rates Library	£90.95
87	301292	£297.53	£0.00	£297.53 29/09/18	Inland Revenue - Employer and Employee Contributions	£297.53
86	301293	£864.19	£0.00	£864.19 29/09/18	Lindsay Foster -	£864.19
1		£7.40	£0.00	£7.40	P/OS Mileage for playground inspections	
2		£4.93	£0.00	£4.93	LIB Mileage open and closing Library	
3		£9.11	£0.00	£9.11	ADMIN Postage	
4		£842.75	£0.00	£842.75	ADMIN Clerks Salary	
84	301294	£1,194.99	£185.71	£1,009.28 29/09/18	Total Gas & Power -	£1,194.99
1		£113.02	£5.38	£107.64	LIB Library Electricity	
2		£1,081.97	£180.33	£901.64	LIGHT Unmetered Supply = Streetlighting	
83	301295	£32.68	£5.45	£27.23 29/09/18	Gamma Business Communications - Library Telephone & Calls	£32.68
82	301296	£250.00	£0.00	£250.00 29/09/18	Sicc - CILCA Registration	£250.00
80	301297	£845.42	£3.96	£841.46 29/09/18	Knowles P M -	£845.42
1		£22.56	£3.76	£18.80	ADMIN 2 x Microsoft Subscriptions	
2		£1.19	£0.20	£0.99	ADMIN 1 & ! Email hosting	
3		£821.67	£0.00	£821.67	ADMIN RFO Administrator Salary	

88	301298	£399.65	£0.00	£399.65	01/10/18	Lee Matt - Handyman Salary & Expenses	£399.65
89	301299	£37.15	£6.19	£30.96	01/10/18	Three -	£37.15
1		£15.98	£2.66	£13.32		YOUTH Youth Group WiFi	
2		£21.17	£3.53	£17.64		ADMIN 2 x PC Mobile Telephones	
Total		£5,172.56	£201.31	£4,971.25			