

# MINUTES OF DUNCHURCH PARISH COUNCIL

Minutes of Meeting Number 748 of the Dunchurch Parish Council held in The Community Library,  
School Street, Dunchurch, Monday 4<sup>th</sup> March 2019 Meeting commenced at 7.17pm

## PRESENT:

Councillor Eccleson  
Councillor N Jones  
Councillor Morshead

Councillor N Sodhi

Miss L Foster Parish Clerk

## OTHERS:

2 members of the public

### 1. APOLOGIES FOR ABSENCE

Cllr Howard Roberts and Cllr Deepah Roberts

### 2. ACCEPTANCE OF APOLOGIES

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

### 3. DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA

### 4. PUBLIC PARTICIPATION

Mr Waller is concerned about errors in the minutes of meeting 747. The Clerk will clarify issue with David Burrows RBC and resolve.

### 5. TO APPROVE THE MINUTES OF MEETING NUMBER 747 – 4<sup>th</sup> February 2019

Moved to meeting 749

Meeting adjourned at 19.22 and reopened at 19.25

### 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 and Borough Councillors not present

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

7 Bilton Lane                      01396                      no comments

Db Symmetry have held an open event within Cawston Parish regarding housing development on Coventry Road. They will be invited to make a presentation within Dunchurch as the development falls within Dunchurch Parish.

Db Symmetry commercial site has received objections to this development regarding traffic.

AP Morris are trying to negotiate purchase of Dipbar Field.

### 9. NEIGHBOURHOOD DEVELOPMENT PLAN

Discussions are continuing with consultant regarding questionnaire. It has been suggested 2 copies are provided to every household with it also being available online It has been suggested distribution could be carried out using the services of Rugby Borough Council electoral team as using volunteers would not be practical. Grant funding can be applied for after 1<sup>st</sup> April. It was suggested a local business could sponsor the printing of the questionnaire.

## **10.UPDATE ON THE LIBRARY**

More volunteers are needed to help support the library. The Clerk to approach local schools regarding an advert in their newsletter and contacting the local radio and newspaper alongside adverts in post office.

## **11. TO REVIEW AMENITIES**

### **Parking:**

No update

### **Bus Shelter**

There had been a request from Friends of Dunchurch to repaint the bus shelter. This would require listed building consent. The Parish Council have secured funding to renovate the bus shelter this year using public realm funding from the development at Ashlawn Road. The bus shelter was listed in its current state not its original state. The Parish Council is required to appoint an architectural technician to propose plans and materials to renovate the structure and obtain planning permission to allow RBC to determine if alterations could take place.

### **Village Gateway Signs**

An agreement has now been reached and order placed with the signs to be installed in Spring.

### **Street Furniture**

The Clerk to confirm start date with contractor.

### **Noticeboards**

The Clerk to clarify ownership of noticeboard by the Alms-houses with RBC. Councillors feel ownership of both should be with the Parish Council. Clerk to investigate LED lighting in the noticeboard on the Green. The Parish Council would like ownership of the noticeboard by the traffic lights.

## **12. PLAY AREAS & YOUTH PROVISION**

Councillors would like an update from play rangers regarding how they will promote the youth club in the village and a plan of action. A school assembly is due to be held shortly. New posters to be created.

## **13. POLICIES TO BE APPROVED**

The following policies to be approved: Freedom of information, Equal opportunities Policy, Disciplinary policy, Training Policy and internet use policy.

Councillor N Jones approved all above policies seconded by Councillor Morshead and agreed by all present.

## **14. APPROVE STANDING ORDERS AND FINANCIAL REGULATIONS**

Councillor Sodhi proposed approval of standing orders, seconded by Councillor Morshead and agreed by all present.

Councillor Sodhi proposed approval of financial regulations, seconded by Councillor Morshead and agreed by all present.

## **20 FINANCES FOR APPROVAL**

### **A. Street lighting maintenance costs 19/20**

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

### **B. Summer Planting**

A quotation to alter the pots from long term plants to seasonal planting has been received from Rimo Growers. The Council approved that all planters be transferred to short term plants for the summer of 2019 to coincide with Dunchurch in Bloom competition. Following this, in winter 2019 the pots by the Alms-houses and car park will revert to long term plants.

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

**c. Membership of Open Spaces Society**

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

**D. Ratify 3<sup>rd</sup> year of Edge contract £713.52**

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

**16. TO RECEIVE REPORTS FROM REPRESENTATIVES ON OTHER BODIES**

The Alms-houses requires new trustees and poster will be placed on the noticeboard.  
The Twinning society is in the process of closing their finances but will leave the society dormant should someone wish to reopen in the future.

**17. TO RECEIVE A REPORT ON CORRESPONDENCE**

John Crossling	Heather Stapley	Robin Aird	William Revell
WALC	K Protheroe	Gerald O Hara	Ian Ramsey
Community Responders	Willoughby PC	Friends of Dunchurch	RBC

Correspondence has been received from Friends of Dunchurch by the Chairman after the parish council requested that misinformation in FOD’s newsletters be corrected. Editor responded to say she is not responsible for newsletter content. The Vice Chair stated that he stands by editorial integrity.

**19. TO DISCUSS ANY MISCELANEOUS MATTERS**

Parish Elections will be held on 2<sup>nd</sup> May 2019.

Candidate briefings will be held at RBC on March 19<sup>th</sup> at 5.30pm and are advertised on noticeboards and website.

Request copy of police report.

Parking in Adkinson Avenue has been raised as an issue as the green spaces are being used to park cars. WCC will with RBC regarding a solution. The Parish Council would like to see residents consulted.

The Heath has been approved by RBC to return to a natural meadow and the Parish Council have asked Cllr Roberts to confirm this with RBC.

The festival group are still negotiating location of the defibrillator.

The Green on Rugby Road is still being used to park cars, investigate installation of sign.

**20. To agree payments in accordance with the budget**

The RFO/ Administrator submitted a schedule of payments for £10,829.46 cheque numbers 301367 to 301366 signed by Councillor N Jones and Councillor Roberts. It was proposed by Cllr H Roberts, seconded by Cllr Sodhi and agreed by all present.

THE MEETING CLOSED AT 8.57PM

Signed Chairman:

Dated:

166301367	£400.00	£0.00	£400.00	28/02/19	Dunchurch Methodist Church - Hire of Hall January and February	£400.00	
167	301368	£713.52	£118.92	£594.60	28/02/19	Edge Designs Ltd - Annual Software Licences	£713.52
169	301369	£31.85	£5.31	£26.54	28/02/19	Gamma Business Communications - Library Telephone & Calls	£31.85
170	301370	£13.06	£2.17	£10.89	28/02/19	Amazon EU S.A.R.L. UK Branch - Stationary	£13.06
171	301370	£3.09	£0.52	£2.57	28/02/19	Office Specialities Ltd - Stationary	£3.09
172	301370	£5.75	£0.96	£4.79	28/02/19	Repark Ltd - Stationary	£5.75
173	301370	£6.95	£1.16	£5.79	28/02/19	Hangerworld Ltd - Stationary	£6.95
174	301371	£80.00	£0.00	£80.00	28/02/19	Susan Wain - Library Cleaning	£80.00
175	301372	£36.24	£6.04	£30.20	28/02/19	Three -	£36.24
1		£20.26	£3.38	£16.88		ADMIN 2 x PC Mobile Telephones	
2		£15.98	£2.66	£13.32		YOUTH Youth Group WiFi	
176	301373	£914.42	£3.96	£910.46	28/02/19	Knowles P M -	£914.42
1		£1.19	£0.20	£0.99		ADMIN 1 & ! Ionas Web Hosting	
2		£45.00	£0.00	£45.00		ADMIN Subscription to Open Spaces Society	
3		£845.67	£0.00	£845.67		ADMIN RFO/Administrator Salary	
4		£22.56	£3.76	£18.80		ADMIN 2x Microsoft 365 subscriptions	
165	301374	£750.00	£0.00	£750.00	28/02/19	Dunchurch Sportsfield & Village Hall Trust - Contribution to mowing sportsfield	£750.00
168	301375	£1,938.47	£323.08	£1,615.39	28/02/19	Total Gas & Power -	£1,938.47
1		£184.98	£30.83	£154.15		LIB Library Electricity	
2		£1,753.49	£292.25	£1,461.24		LIGHT Unmetered Supply - streetlighting	
164	301376	£500.00	£0.00	£500.00	28/02/19	Wnaa - Contribution to Air Ambulance	£500.00
179	301377	£318.74	£0.00	£318.74	28/02/19	Inland Revenue - Employer & Employee Contributions	£318.74
178	301378	£892.08	£0.00	£892.08	01/03/19	Lindsay Foster -	£892.08
1		£11.00	£0.00	£11.00		LIB Cleaning Materials	
2		£0.79	£0.00	£0.79		ADMIN Stationary	
3		£6.76	£0.00	£6.76		ADMIN Postage	
4		£873.53	£0.00	£873.53		ADMIN Clerk's Salary	
180	301379	£292.32	£48.72	£243.60	28/02/19	Bt Payment Services Ltd - PC Telephone, calls & broadband	£292.32
182	301380	£2,897.38	£482.89	£2,414.49	28/02/19	Warwickshire County Council -	£2,897.38
1		£2,852.06	£475.34	£2,376.72		LIGHT Streetlighting Maintenance 2018/19	
2		£45.32	£7.55	£37.77		LIB Library Contract Services	
181	301381	£473.46	£0.00	£473.46	28/02/19	Lee Matt - Handyman Salary & Expenses	£473.46
183	301382	£521.50	£0.00	£521.50	04/03/19	KJG Building - Material Costs	£521.50

177	DD	£40.63	£0.00	£40.63	28/02/19	for Bench Repairs NEST Pension - Employer and Employee Contributions	£40.63
<b>Total</b>			£10,829.46	£993.73			£9,835.73