

MINUTES OF DUNCHURCH PARISH COUNCIL

Minutes of Meeting Number 747 of the Dunchurch Parish Council held in The Community Library,
School Street, Dunchurch, Monday 4th February 2019 Meeting commenced at 7.15pm

PRESENT:

Councillor Eccleson

Councillor N Jones

Councillor H Roberts

Councillor Morshead

Councillor N Sodhi

Councillor D Roberts

Miss L Foster Parish Clerk

OTHERS:

6 members of the public

Theo Classen

David Burrows Rugby Borough Council

Robin Aird Chairman of NP committee

1. APOLOGIES FOR ABSENCE

Clr Carolyn Watson Merrett

2. ACCEPTANCE OF APOLOGIES

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

3. DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA

Councillor Eccleson item 14 cctv policy

4. PRESENTATION DAVID BURROWS RUGBY BOROUGH COUNCIL

The Borough Council is required under the Environment Act to monitor air quality. The report flagged up a problem at the crossroads and designated the area as an air quality management area in 2004.

There were 50 diffusion tubes around the village Rugby to measure air quality. The One area of concern is on the corner of Rugby Road and Coventry Road outside of the Dun Cow. A small number of properties will be affected by this.

To improve levels of air quality 0 emission vehicles will be promoted, alongside pedestrian and cycling and the use of public transport. Funding for the link road will be provided in phases to allow vehicles to travel without passing through the crossroads.

5. PRESENTATION BU JUDE HENDERSON WRCC – COMMUNITY TRANSPORT

Apologies unable to attend and posters to be provided.

6. PRESENTATION BY THEO CLASSEN REGARDING HJALIFAX MEMORIAL

This year marks the 75th Anniversary of the crash and the Aviation Society would like to mark the occasion. The society is looking for support from the Parish Council which has been offered in principle. Councillor Morshead to contact the church regarding the service and communicate with Mr Burrows Classen.

7. PUBLIC PARTICIPATION

Mr Waller was concerned with the technical limitations of the CCTV system and queried the process if images were required as the images are stored for 10 days. If an incident is reported the Clerk as the designated officer will access the equipment download the data and provide to the Police or Warwickshire County Council.

8. TO APPROVE THE MINUTES OF MEETING NUMBER 745 – 3rd December 2018

A change to original minutes to include accounts.

Proposed by Councillor H Roberts seconded by Councillor Sodhi and agreed by all present.

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

none

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

Councillor H Roberts confirmed that Warwickshire County Council are setting budgets for the coming financial year. County Highways are looking at the verges in Adkinson Avenue.

Councillor H Roberts confirmed the local plan independent enquiry is hopefully due to be completed and reviewed within 3 weeks.

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

12. NEIGHBOURHOOD DEVELOPMENT PLAN

The final version of the NP questionnaire is almost complete. Things still to be considered include delivery, how it will be returned and web-based survey. Councillor Eccleson suggested contacting Rugby Borough Council to aid in delivery methods.

13. TO APPROVE RECORDING OF MEETINGS POLICY

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

14. TO APPROVE CCTV POLICY

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

15. TO APPROVE RETENTION AND DESTRUCTION POLICY

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

16. TO APPROVE COMPLAINTS PROCEDURE

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

17.UPDATE ON THE LIBRARY

The library website will now become part of the Dunchurch Parish Council website. It has been suggested we also include an area for the youth club. The redecorating of the library is now complete.

18. TO REVIEW AMENITIES

Parking:

Several cars have parked within the village centre that have blocked footpaths and in dangerous locations recently.

Bus Shelter

No further update

Village Gateway Signs

Two more meetings have been held between Councillor Eccleson and Warwickshire County Council. All locations have been agreed after further site visits. The Council to proceed with installation.

War Memorial Renovation

Completion report has now been filed. The Council would like to offer thanks to Councillor Morshead for his work on the project.

Street Furniture

The contractor confirmed the wood to be used is cedar.

Councillor N Jones proposed the quote from KJG building is accepted, seconded by Councillor D Roberts and agreed by all present.

19. PLAY AREAS & YOUTH PROVISION

No update

20 FINANCES FOR APPROVAL

A. Budget 2019/20

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

B. precept 2019/20

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

c. leaflet distribution

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

D. Air ambulance donation

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

E. Contribution to Dunchurch sports field and Village Hall

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

F. To approve quotation Glasdon's Village gateway signs

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

G. to approve installation costs WCC gateway signs

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

H. Postage

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

I. Stationary

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

J. Cleaning materials

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

K. To open an Amazon business account

Proposed buy Councillor N Sodhi, seconded by Councillor N Jones and agreed by all present. With a limit of £300.

21. TO RECEIVE REPORTS FROM REPRESENTATIVES ON OTHER BODIES

It has been suggested that the twinning association does not close and stops as would be difficult to reopen in the future should a group wish to. It has been suggested that some of the remaining funds could be used to refurbish a bench in the village.

22. TO RECEIVE A REPORT ON CORRESPONDENCE

Friends of Dunchurch
Sandy Veale
Sam Hansen
David Burrows
Ian Ramsey

John Crossling
Royal Association for deaf People
Paul Waller
Tim Lane
Kenilworth Conservatives

Polly Hall
Theo Classen
Andrew Cole
Keith Protheroe
Gerald oHara

23. TO DISCUSS ANY MISCELLANEOUS MATTERS

Resignation received from Councillor Hallahan and Councillor Jones.

Parish Elections will be held on 2nd May 2019.

Propose to move confidential item to the last item of agenda proposed by Councillor Eccleson seconded by Councillor Morshead and agreed by all.

24. To agree payments in accordance with the budget

The RFO/ Administrator submitted a schedule of payments for £29534.22 for payments in January cheque numbers 301338 to 301353 signed by Councillor Eccleson and Councillor N Jones. It was proposed and ratified by Cllr N Jones, seconded by Cllr D Roberts and agreed by all present.

The RFO/ Administrator submitted a schedule of payments for £7844.50 for payments in February cheque numbers 301354 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.

25. Motion under the Public Bodies (Admission to Meetings) Act as amended:

That in view of the special and confidential nature of the business to be transacted, it is advisable in the public interest that the public be temporarily excluded, and they be instructed to withdraw.

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

26. CONFIDENTIAL ITEMS

Proposed by Councillor N Jones, seconded by Councillor Morshead to seek further advice from a solicitor.

Proposed by Councillor Morshead seconded by Councillor D Roberts to seek further advice from outside bodies including WALC, ICO and Police.

Risk assessment to be completed.

THE MEETING CLOSED AT 9.50PM

Signed Chairman:

Dated:

149301354	£36.24	£6.04	£30.20	04/02/19	Three -	£36.24	
1		£20.26	£3.38			ADMIN	2 x PC Mobile Telephones
2		£15.98	£2.66			YOUTH	Youth Group WiFi
150	301355	£80.00	£0.00	£80.00	04/02/19	Susan Wain - Library Cleaning	£80.00
152	301356	£1,115.00	£0.00	£1,115.00	04/02/19	J & C Painting & Decorating - Redecoration of Library	£1,115.00
153	301357	£904.80	£150.80	£754.00	04/02/19	Mid-shire Rugby Landscapes Ltd - Mowing Arkwright Field 2018 season	£904.80
154	301358	£31.70	£5.28	£26.42	04/02/19	Gamma Business Communications - Library Telephone & Calls	£31.70
151	301359	£1,006.31	£0.00	£1,006.31	04/02/19	Lindsay Foster -	£1,006.31
1		£8.83	£0.00	£8.83		ADMIN	Postage
2		£29.59	£0.00	£29.59		LIB	Mileage
3		£967.89	£0.00	£967.89		ADMIN	Clerks Salary
156	301360	£112.50	£0.00	£112.50	04/02/19	Phill Freeman - Taking down village Christmas display	£112.50
155	301361	£535.46	£0.00	£535.46	04/02/19	Lee Matt - Handyman Salary & Expenses	£535.46
157	301362	£123.98	£0.00	£123.98	04/02/19	Severn Trent Water Ltd - Library Water Rates	£123.98
158	301363	£1,025.34	£3.76	£1,021.58	04/02/19	Knowles P M -	£1,025.34
1		£22.56	£3.76	£18.80		ADMIN	2 x Microsoft 365 Subscriptions
2		£1,002.78	£0.00	£1,002.78		ADMIN	RFO/Administrator Salary
160	301364	£1,862.79	£293.61	£1,569.18	04/02/19	Total Gas & Power -	£1,862.79
1		£1,721.18	£286.87	£1,434.31		LIGHT	Unmetered Supply streetlighting
2		£141.61	£6.74	£134.87		LIB	Library Electricity
161	301365	£512.00	£0.00	£512.00	04/02/19	Rugby Borough Council - Payment for Youth Group Sessions	£512.00
162	301366	£451.01	£0.00	£451.01	04/02/19	Inland Revenue - Employer & Employee Contributions	£451.01
159	DD	£47.37	£0.00	£47.37	04/02/19	NEST Pension - Employer & Employee Contributions	£47.37
Total		£7,844.50	£459.49	£7,385.01			