

DUNCHURCH PARISH COUNCIL

**Clerk: Mrs.G.Peacock
Dunchurch Parish Council
Dunchurch Community Library
School Street
Dunchurch CV22 6PA**

Tel:

<u>Minute Number 10th Feb. 2020 (19 -20)</u>	Action
<p data-bbox="375 555 1152 616" style="text-align: center;"><u>Minutes of the Monthly Meeting of Dunchurch Parish Council held in Dunchurch Library at 7.00pm on 10th February 2020</u></p> <p data-bbox="244 645 454 678"><u>Those present: -</u></p> <p data-bbox="244 678 1225 739">Parish Councillors: Cllrs: P.Waller, T.Price, K.Knott, J.Gee-Russell and the Minute Taker W.Robinson</p> <p data-bbox="244 768 462 801">District Councillor:</p> <p data-bbox="244 831 466 864">County Councillor:</p> <p data-bbox="244 893 635 927">Public: 13 members of the public</p> <p data-bbox="244 956 903 990"><u>Election of Chair for the meeting 10th February 2020</u></p> <p data-bbox="244 990 1230 1077">In the absence of the Chair Cllr.Thompson, Cllr.Waller reminded the meeting that a vice chair has not been elected. It was proposed by Cllr.Knott and seconded by Cllr.Russell that Cllr.Price take the Chair - This motion was carried.</p> <p data-bbox="244 1077 770 1111">Cllr.Price signed the acceptance of office</p> <p data-bbox="244 1140 497 1173"><u>Public Participation</u></p> <p data-bbox="244 1173 1257 1261">Leam Valley first responders then asked how far the defibrillator project by the Parish Council was progressing and in response the Chair noted that it was item 13 on the agenda.</p> <p data-bbox="244 1261 1278 1536">The responders then noted that they are looking to expand their facility across the district through an organisation called rhesus volunteers. This facility is co-ordinated by parish councils through a numbers plus service across villages. This system can be as simple or complicated as councils wish with a cost of £99 plus VAT annually. All volunteers need a DBS check (paid by the ambulance service), and to help in the formation of the service there are advertising posters available, with training for all volunteers in the village hall, with the Parish Council to co-ordinate training dates. This training takes up to 1.5 hours with classes of approximately 12 maximum, and all defibrillators need to be registered.</p> <p data-bbox="244 1536 735 1570">This concluded the first responder's item.</p> <p data-bbox="244 1599 1262 1659">The Chair reminded the meeting that the public participation item on the agenda is for 15 minutes only.</p> <p data-bbox="244 1659 1201 1720">A member of the public then rose and indicated that he will attempt to keep to 15 minutes and asked the following</p> <p data-bbox="244 1720 1267 1872">Why does the Parish Council not attach payments to the agenda or website and why are individual Cllrs making payments. In reply the Chair noted that all payments by the Parish Council were listed on the notice board, and that as the Parish Council has up to now not had access to its bank accounts some invoices had to be paid in order to avoid to avoid charges being levied.</p> <p data-bbox="244 1872 1267 2016">The member of the public then asked, why is agenda item 10 on the list when the new Clerk has not been officially confirmed by the Parish Council? In reply the Chair noted that this is a typographical error where it should read to approve the Clerk's employment and contract, and will be dealt with as soon as the public participation ceases.</p>	

The Chair then reminded the member of the public that he has already had the 15 minutes limit for the whole of the public participation and that this item is now closed. The member of the public left the meeting.

Item 1. Introduction

The Chair Cllr.Price welcomed all to the meeting.

Item 10.To approve Employment of Clerk & Contract

The Chair then brought this item forward for ratification.

It was proposed by Cllr.Price and seconded by Cllr.Knott that Mrs.G.Peacock be installed as the Clerk/RFO for Dunchurch Parish Council – **This motion was carried by majority.**

The Chair then noted that Mrs.Peacock has broken her arm the day before, and cannot attend the meeting, but will take up the position as soon as possible.

Item 2. Apologies for absence

Apologies for absence was received from Cllr.Thompson and this apology was accepted by the Parish Council

Item 3. Declarations of Interest

There were no declarations of interest

Item 4. Approval of minutes of 6th January 2020:-

It was proposed by Cllr Waller and seconded Cllr.Knott, **that the minutes were a true record and could be signed as such– This motion was carried unanimously.**

Item 5. Reports for Information

Neighbourhood Plan: It was noted by a member of the public that Rugby radio has now recommenced broadcasting and Cllr.Russell will contact the station to enquire if it will advertise the NHP questionnaire. A banner will also be placed on the statue advertising the questionnaire.

Banking: Cllr.Price noted that she has the bank statements and will contact the bank to have them give the statements to the new Clerk/RFO Mrs.Peacock. Cheque signatories have now been set.

Nest Pension: Cllr.Price noted that no payments have been made since September 2019 and the Pensions Regulator informed.

Playground Safety: It was noted that Mr.M.Lee makes a daily/weekly inspection of all playgrounds and equipment and completes a safety sheet on a weekly basis. Cllr.Price will speak to Mr.Lee regarding the playground gateway fence nearest the field.

Item 6. Planning

Planning Application	Parish Council Response
R19/1061	No objection
R19/1531	Approved
R19/1139	No Comment
R19/1309	Support neighbours comments
R20/0051	No Comment

Item 7. Items for Discussion and Update

Highways and path safety: This is a work in progress, the fete will be fine with no impact from the work to be carried out. Noted that paths are to be resurfaced

Hedge- Coventry Road: The fence has been repaired, with the hedge to be planted when circumstances allow.

DPC newsletter: This is an ongoing project

Budget: It was noted that the precept has been set, and a budget monitoring process will be set in place for the next financial year. The maypole has fallen down, and its replacement will be an agenda item at the next meeting. The padlock for the stocks has been found but the hinge is missing, this will be put as an item on the next agenda.

Training: It was noted there is a backlog of 5 payments for training. It was noted that all requests for training are to be authorised by the Chair & the Clerk notified in order that she can complete the administration.

Village Hall Grass cutting: It was noted that previously the Parish Council funded the village hall and sports field grass mowing to the cost of £750. After discussion it was proposed by Cllr.Price and seconded by Cllr.Russell that this sum be paid – **This motion was carried by a majority of 3 to 1**

Item 8. Library

- a) It was noted that there are 3 old computers in the library, research suggests that replacement Dell computers will be less than £2,000 (excl.VAT). Cllr.Waller agreed to research the possibility of purchasing Lenovo computers to ascertain whether the quote for three new computers would be more competitive than Dell.
- b) The Parish Council is to look for quotes to remove the moss from the library, and at further signage to reinforce the parking restrictions outside the library at all time, and the lighting to be increased.
- c) It was agreed that the various cups should be displayed and a search will be made for a display cabinet.
- d) It was agreed to purchase a handrail for the library porch door, and also the addition of a Tony Hart wall in the library entrance. Shelving to be removed and a welsh dresser obtained for storage.
- e) It was agreed that the FODS could place a collection bin in the library for old knitwear.

Item 9 Change PC meeting dates to the 2nd Monday of the month.

It was proposed by Cllr.Price and seconded by Cllr.Waller that the date of the monthly Parish Council meeting be changed from the 1st.Monday of the month to the 2nd Monday of the month – **This motion was carried unanimously.**

Cllr.Knott noted that Dunchurch Parish Council needs more Cllrs., and asked those members of the public present to consider it

Item 10.To approve Employment of Clerk & Contract

See after Item 1.

Item 11. Rugby in Bloom

- a) After discussion it was agreed that Dunchurch Parish Council will fund hanging baskets at a cost of £300
- b) This item has been removed
- c) It was proposed by Cllr.Russell and seconded by Cllr.Knott that the plant containers will be painted by FODS - **This motion was unanimously agreed**

Item 12. Street Lighting

- a) Dunchurch Parish Council agreed to conduct survey of lampposts
- b) Dunchurch Parish Council agreed the choice of lampposts
- c) Cllr.Waller is to review the actual state of the lampposts and send this review to the Clerk

Item 13. Defibrillator

Cllr.Russell obtained quotes for the acquisition of a defibrillator and cabinet and the Parish Council unanimously agreed that the quote from Heartbeat UK be the one used.

Item 14. Signage

It was proposed by Cllr.Price and seconded by Cllr.Knott that Dunchurch Parish Council ask Warwickshire County Council to set up signage for the park, school, church, - **This motion was unanimously agreed.**
Cllr.Russell will look at all Dunchurch signage needs

Item 15. Dunchurch thatched bus shelter

Cllr.Russell has obtained two quotes for the replacement of the thatched bus shelter with some others outstanding. It was agreed that when all quotes are received they should be passed to the working group for review.

Item 16. Bollards update

a) Southam Road/The square it was agreed that a safety audit be Warwickshire County Council be undertaken, and it was proposed by Cllr.Price and seconded by Cllr.Russell that the invoice for this work be paid **-This motion was carried unanimously**
It was agreed that other bollards and street furniture be reviewed after the restructuring of the crossroads take place.

Item17. Village Green

It was agreed that the Clerk commence the process of making all village open areas into village greens.

Item18 Dunchurch and Thurlaston Educational Foundation

It was agreed that Mrs,A.Gilbert continue in her role as Parish Council trustee

Item 19. Co-option to the Parish Council

It was noted that the Parish Council is still awaiting nominations for co-option.

Item 20. Second Microsoft business premium subscription.

Cllr.Waller asked who is utilising the second subscription. The Chair replied that with a separate Clerk and RFO these subscriptions were necessary at the time but now that the roles have been reunited within the role of the Clerk/RFO that extra subscription is not necessary and will be redundant.

Item 21. Development of Dunchurch Parish Council website

It was noted that the new Clerk/RFO will take this process forward

Item 22.Finance matters to approve all payments.

Cllr.Waller noted as a point of order that Financial Regulation 5.2 is not being followed in that invoices for payment are not being presented to Cllrs and therefore payments cannot be made. The Chair noted that it was a valid point of order but pointed out that all payments were listed on the notice board for inspection by Cllrs and therefore she would allow the vote on payments to continue.

Cllr.Waller left the room leaving behind his coat and papers

It was proposed by Cllr.Price and seconded by Cllr.Knott that all invoices listed be paid
In favour of the motion 3

Against 0

Abstentions 0

Non vote 1

The motion was carried by majority

It was noted that all account passwords will be handed to the Clerk.

Cllr.Waller returned to the room, picked up his coat and papers and stated you are now not quorate.

Items 23 and 24

As the Parish Council is now not quorate the items were deferred until such a meeting where it is quorate

The next meeting of Dunchurch Parish Council will be the Monthly Meeting of the Council and take place on Monday 23rd March 2020 in Dunchurch Library commencing at 7.00 pm,

Signed..... Date.....

**T.Price
Chair
Dunchurch Parish Council**

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