

**CLIFTON UPON DUNSMORE PARISH COUNCIL
DRAFT MINUTES OF THE MEETING OF THE PARISH COUNCIL**

Held on 10th January 2022
At Townsend Memorial Hall, commencing 7.30pm

Present: Cllr Edwards, Cllr Moore, Cllr Harris, Cllr Dignan

In attendance: Cllr Adrian Warwick

Residents: 3

Parish Clerk: Miss L Foster

17/ 353 Apologies for Absence
Cllr Hassell

17/354 Declarations of Members interests and requests for dispensations
None

17/355 Public forum- suspensions on standing orders

Suspended at 19.31

The roadside opposite to the car park on Lilbourne Road. Cars parked on the footpath are causing problems to pedestrians and prams and mobility scooters to pass. Cllr Warwick mentioned that within the amended Highway Code it will be illegal for cars to park on the footpath.

Standing orders resumed at 19.32L

17/356 Approval of Minutes of Meeting held November 2021

One amendment proposed to clarify council position regarding architect (minute 17/35) Minutes were proposed as amended and approved by all as a true and accurate record. These were signed by the Chair.

17/357 Matters arising and progress against resolutions

Moles continue to be an issue and are ~~in~~ now in other areas ~~at~~ of the playing field.

17/358 To receive reports from Borough and County Councillors matters relating to the Parish

Cllr Warwick reported that there is a bus survey to complete to discuss local bus service.

Offer to all to apply to join the Voice of Warwickshire panel.

The WCC grant pot has reopened.

Thanks are offered to the Fire Service for their assistance working with the food bank.

Issues surrounding Houlton Way left turn from the Kent are ongoing, discussions continue with portfolio holder and developer following onsite meeting. The traffic lights have been raised again.

Issues raised by Councillors, the sign on Church Street has been turned but the light is still not working and cannot be seen due to overgrown trees and needs to be cleaned. Clerk to email Cllr Warwick.

Cllr Warwick left at 19.49

17/359 To discuss co-option

No applications. Develop a plan going forwards to attract applications and publicise vacancies.

17/360 Financial Matters

List of payments to be made between 1st January 2022 and 31st January

Date	Amount	Payee	
TO BE PAID FOLLOWING BACS AUTHORISATION			
10.01.22	DPA	L Foster Salary Jan	
10.01.22	DPA	Pension contributions Jan	
10.01.22	DPA	HMRC Contributions Jan	
10.01.22	£34.20	Quill Payroll Service (s/o)	
10.01.22	£30.00	TMH	
10.01.22	£72	Fergus Deery Sports Ground Maintenance	
PAYMENTS MADE SINCE 1st December 21			
08/12/2021	£34.20	Quill Payroll services (S/O)	E080
13/12/2021	£37.34	Eon pavilion electricity	E081
16/12/2021	£24	TMH	E082
16/12/2021	£23.76	L Foster	E083
16/12/2021	£400	TMH Parish Grant	E084
16/12/2021	£311.90	Houlton netball parish grant	E085
23/12/2021	DPA	L Foster	E086
23/12/2021	DPA	WCC Pension Fund	E087
23/12/2021	DPA	HMRC	E088
24/12/2021	£109.65	Eon	E089

List of income received between 1st Dec to 31st Dec

AMOUNT	From
£120	Pitch hire
£50	Grazing

17/ 361 The list of payments made since December's meeting were presented and approved by all. **Resolved**

- 17/362** The list of payments to be made in January were presented and approved by all. **Resolved**
- 17/363** The financial statements of December were approved by all. **Resolved**
- 17/364** The bank reconciliations of December were approved by all. **Resolved**
- 17/365** To discuss and approve pavilion works: awaiting clarification regarding quotes, recommendation and quotes to be brought to next meeting.
- 17/366** To discuss allotment quote for signage and fence. Signs to be printed A2 and laminated with 3 signs in total at a cost of £25 each. Proposed by Cllr Dignan agreed by all present **Resolved**
- 17/367** Unity Account update; awaiting reopening of application process.
- 17/368** To approve contribution to church electricity supply for Christmas tree: Proposed to be £100 but will be clarified by the next meeting
- 17/369** To approve £10 fee to remove and dispose of Christmas trees: Agreed by all present **Resolved**
- 17/370** To approve budget 2022-23: Budget was approved by all as presented to include funds set aside in reserves **Resolved**
- 17/371** To approve precept 2022-23: Precept proposed £51500, a 0% increase agreed by all present **Resolved**
- 17/373** **To discuss planning applications received**
None
- 17/374** **To receive any applicable progress reports from Parish Councillors**
- **Pavilion works and recreation ground:** Letter to be written to both teams to remind them of their responsibility to keep the pavilion and playing field clean and tidy. To also ensure taps and lights are turned off. To discuss pitch being marked again with contractor.
 - **Play area:** Gate issues to be resolved, including the footpath leading up to play area. Signage to be developed.
 - **Neighbourhood Plan:** The letter to designate the area has been sent to RBC and will be discussed at planning committee in February. Contract with Your Locale to be signed as both parties happy with amendments. Cllrs to contact people interested in joining committee and develop list of dates that we could meet with Your Locale.
 - **Closed churchyard:** Discussions regarding responsibilities are ongoing.
 - **Street lighting** awaiting quotes for street light maintenance. Walkaround to be completed by Cllr Dignan and Cllr Moore.
- 17/375** **Correspondence**
Trees within the village
Quotation received for work to churchyard trees £720+VAT.
Play area tree works week commencing 17th February
Car park tree works week commencing 25th February
- 17/376** **Motions for next meeting**

- Contribution to electricity supply in church yard
- Grass cutting quotation

17/377 Confidential matters

Cllr email addresses had been sent spam emails over the Christmas period purporting to be other Cllrs. All Cllr email addresses can be reset with new passwords if required.

17/378 Date of the next meeting

The next meeting will take place on February 7th 2022 at 7.30pm at Townsend Memorial Hall.

Meeting closed at 20.31

Minutes approved and accepted as correct

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Chair

Dated

BANK RECONCILLATION MONTH ENDING 31st December

ACCOUNT NO. 06315246 STATEMENT NO. 9

CASH BOOK BALANCE 1 December 2021	£127,334.72
ADD RECEIPTS	£170.00
LESS PAYMENTS	£1,718.72
	<u>£125,786.00</u>

**BANK ACCOUNT
STATEMENT**

BANK BALANCE AS AT 31st December 2021	£125,786.00
LESS UNPRESENTED CHEQUES	
cheque number	

PLUS UNPRESENTED PAYMENTS

£125,786.00

BALANCE AS PER CASH BOOK 31st December
2021

125,786.00