

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

Held on 7<sup>th</sup> March 2022  
At Townsend Memorial Hall, commencing 7.30pm

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

**In attendance:** Cllr Adrian Warwick, Cllr Eve Hassell

**Residents:** 3

Parish Clerk: Miss L Foster

**17/ 403            Apologies for Absence**

**17/404            Declarations of Members interests and requests for dispensations**  
None

**17/405            Public forum- suspensions on standing orders**

Suspended at 19.31

Houlton Way is in the process of being adopted by Warwickshire County Council. There will be changes to the permissive turns that will not affect the traffic in Clifton. There are plans to improve traffic calming on Hillmorton Lane.

Concerns raised about the phasing of lights at the crossroads at the Butlers Leap. There are no lights in the centre of junction to allow drivers to know when a right turn is possible. Cllr Warwick will raise this issue again.

The drainage is blocked on South Road, to be investigated further by WCC. Concerns regarding wildlife in the village and request for extra signage, Cllr Warwick will investigate. Discussion regarding dog waste bins in the village, Cllr Hassell will investigate stickers for all bins 'any waste will do'.

Events committee to contact RBC regarding possible road closures for jubilee celebrations

Standing orders resumed at 19.46

**17/406            Approval of Minutes of Meeting held March 2022**

Minutes were proposed and approved by all as a true and accurate record. These were signed by the Chair.

**17/407            Matters arising and progress against resolutions**

No issues to raise

**17/408            To receive reports from Borough and County Councillors matters relating to the Parish**

Cllr Warwick reported that following the budget meetings there will be an increase of 3.75% for band D properties for WCC. Everyone in Band A-D will receive £150 from RBC.

There is a youth future programme available further details available on WCC website.

If anyone is planting a tree for the Jubilee add this to the online map before the end of March to form part of the online green forest.

Cllr Hassell stated checks are ongoing regarding works at 2 Main Street. Council tax has increased by £5 per band D property. Gill Simpson at RBC would like to meet with Clifton upon Dunsmore Parish Council to discuss the neighbourhood plan.

**17/409 To discuss co-option**

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

**17/410 Financial Matters**

***List of payments to be made between 1<sup>st</sup> March 2022 and 31<sup>st</sup> March 2022***

Date	Amount	Payee	
<b>TO BE PAID FOLLOWING BACS AUTHORISATION</b>			
07.03.22	DPA	L Foster Salary Mar	
07.03.22	DPA	Pension contributions Mar	
07.03.22	DPA	HMRC Contributions Mar	
07.03.22	£34.20	Quill Payroll Service (s/o)	
07.03.22	£30.00	TMH	
07.03.22	£153	Cllr Dignan reimbursement	
07.03.22	£257.60	Rugby Web Design	
07.03.22	£5328	AC Old Trees Services	
07.03.22			
<b>PAYMENTS MADE SINCE 1<sup>st</sup> February 2022</b>			
07/02/2022	£34.20	Quill Payroll Services	E098
07/02/2022	£89.37	Waterplus	E099
09/02/2022	£10	Cllr Edwards	E100
09/02/2022	£30	TMH	E101
09/02/2022	£23.76	L Foster expenses	E102
09/02/2022	£500	PTA Parish Grant	E103
14/02/2022	£26.86	Eon	E104
25/02/2022	DPA	L Foster	E105
25/02/2022	DPA	HMRC	E106

25/02/2022	DPA	WCC Pension	E107
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**List of income received between 1<sup>st</sup> Feb to 28<sup>th</sup> Feb**

AMOUNT	From
£50	Grazing
£80	Pitch hire

**17/ 411** The list of payments made since February's meeting were presented and approved by all. **Resolved**

**17/412** The list of payments to be made in March were presented and approved by all. **Resolved**

**17/413** The financial statements of February were approved by all. **Resolved**

**17/414** The bank reconciliations of February were approved by all. **Resolved**

**17/415** Unity Account update; clerk to circulate paperwork for signatures when available

**17/416** To approve extra line marking at playing field: Proposed by Cllr Harris to pay for one extra line mark, agreed by all to be discussed again at later date. **Resolved**

**17/417** To discuss and approve events budget allocation: the budget to be kept within the Parish Council, proposed to allocate £2000 agreed by all. **Resolved**

**17/418** To approve MS audit as internal auditor: approved by all **Resolved**

**17/419** **To discuss planning applications received**

R22/0072: Out of character with the area, agree in principle but not in keeping with street scene.

**17/420** **To receive any applicable progress reports from Parish Councillors**

- **Pavilion works and recreation ground:** pitch has been remarked, bin has gone missing in pavilion. Pavilion use to be considered before next season. Football to be added to May agenda. Cllr Harris to contact K Hirons regarding pavilion works.
- **Play area:** roundabout has seized and requires work to bearings. Cllr Harris to seek quotes/companies to repair. Tree works completed to good standard. Further work required at other trees where gated entrance from Shuttleworth Road is, trimming to be carried out by Keith Hirons when he installs the new gate. Signage to be reviewed and consider a spring gate at back of the field rather than padlock.
- **Neighbourhood Plan:** Area has been designated by RBC. Introduction to neighbourhood plan meeting on 13<sup>th</sup> April at 7pm. Place notice on website and Facebook.
- **Street lighting** compare streetlighting contracts.
- **To approve PC Logo:** Design approved by all **Resolved**
- **TMH updates:** none
- **Allotments** no update, plan required of North Road plots

- **Conservation Group** second meeting of the year, church yard tidied. Litter pick to be held on 26<sup>th</sup> March. Meeting of conservation group to be arranged

**17/422 Closed Churchyard**

- It was agreed that the letter and contents regarding handing over responsibility of the closed churchyard was received by the Parish Council.
- It was proposed to accept that the Parish Council will accept responsibility of the closed churchyard, agreed by all **Resolved**
- The maintenance obligations schedule was discussed as presented. It was proposed to accept the schedule, agreed by all **Resolved**
- Proposed to accept the grass cutting contracts (17cuts per year) agreed by all. **Resolved**
- Proposed to accept the quotation for tree works, agreed by all **Resolved**

**17/423 Correspondence**

Tennis club: plan to increase size of paved area by the courts. Proposed to accept the proposal agreed by all. **Resolved.**

Ask for start date of works

**17/424 Motions for next meeting**

- Website
- Streetlighting
- Community grant
- Annual parish meeting plan

**17/425 Confidential matters**

**17/426 Date of the next meeting**

The next meeting will take place on April 4<sup>th</sup> 2022 at 7.30pm at Townsend Memorial Hall.

Meeting closed at 20.28

Minutes approved and accepted as correct

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Chair

Dated .....

CLIFTON UPON DUNSMORE PARISH COUNCIL

**BANK RECONCILLATION**      MONTH ENDING      **28th Feb**

ACCOUNT NO. 06315246      STATEMENT NO.      11

CASH BOOK BALANCE 1 February 2022	£124,792.44
ADD RECEIPTS	£130.00
LESS PAYMENTS	£1,451.00
	<u>£123,471.44</u>

**BANK ACCOUNT  
STATEMENT**

BANK BALANCE AS AT 28th February 2022      £123,471.44  
LESS UNPRESENTED  
CHEQUES  
cheque number

PLUS UNPRESENTED PAYMENTS

£123,471.44

BALANCE AS PER CASH BOOK 28th February 2022

123,471.44