

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

Held on 9th May 2022
At Townsend Memorial Hall, commencing 7.32pm

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

In attendance: Cllr Eve Hassell, Cllr Warwick

Residents: 7

Parish Clerk: Miss L Foster

17/445 To approve Chairman for 2022-23 and accept declaration of office#

Cllr Edwards proposed Cllr Harris as chair seconded by Cllr Moore. Agreed by all present.
With thanks given to the outgoing chair.

17/446 To approve Vice Chair for 2022-23

Cllr Moore proposed Cllr Dignan seconded by Cllr Edwards. Agreed by all present.

17/447 Declarations of Members interests and requests for dispensations

None

17/448 To approve minutes of meeting held on April 4th 2022

Proposed to be accepted. Agreed by all

17/449 To approve lowering number of councillors required to sit on Burial committee to 2

Proposed to be accepted. Approved by all

17/450 To approve representatives to sit on outside bodies

Joint Burial committee

Cllr Dignan proposed councillor Moore seconded by Cllr Edwards

Cllr Edwards proposed Cllr Dignan seconded by Cllr Moore. Agreed by all

Townsend memorial committee

Cllr Moore proposed Cllr Edwards seconded by Cllr Dignan agreed by all

17/451 To confirm dates of meetings 2022-23

Proposed to move meeting date in January 2023 to 9th due to bank holiday. To meet on the first Monday each month at 7.30pm excluding August Full amended list. Agreed by all.

17/452 To approve standing orders

Approved by all

17/453 To approve financial regulations

Approved by all. To be amended later this year in line with banking arrangements.

17/454 To discuss roles for Parish Councillors

Play Area	Cllr Harris
Allotments	Cllr Dignan
Conservation	Cllr Dignan
Streetlighting	Cllr Moore
Football	Cllr Harris
Neighbourhood Plan	Cllr Edwards
Car Park	Cllr Harris
Churchyard	Cllr Edwards
Trees	Cllr Harris

The list was approved en bloc by all.

17/455 Public forum- suspensions on standing orders

Suspended at 19.40

Apologies from one member of the public for arriving late and missing annual parish meeting. It was reported that the bolt on the gate at the playing fields is bent and needs to be repaired or replaced.

Questions regarding the junction at Newton Manor Lane and Hillmorton Lane. A meeting has been held to discuss the turns and are awaiting options. The road is not yet adopted. The Traffic lights at the right turn to Butlers Leap have been flagged again as you are unable to see when you can turn right due to lack of signal in the middle of junction. Clerk to contact Cllr Warwick.

Magna Park Liaison meetings have made funds available for improved signage. Plans to be requested from Newton Parish Council.

It was noticed on the agenda the 20s plenty motion. Concerns around pollution, enforcement and being ignored by driver.

Question raised to Cllr Warwick and Cllr Hassell regarding removal of last remaining ambulance in Rugby. The issue was raised in parliament by MP Mark Pawsey and the online meeting of discussions at Rugby Borough are available on YouTube. It will work more effectively as Central hubs will be used. Delay times are due to admittance to UHCW from an ambulance.

Concerns regarding the hedge on North Road. It has been cut back but is still overhanging and covering half of the footpath.

Bins within the village have not been emptied. Hoping it will be tidy ready for jubilee.

Requests for further dog waste bins in the village to be added to future agenda.

Request to use land at the burial ground for secure dog walks and rent the land. It is currently rented to local farmer. Parish Council to investigate.

Is it possible to have signage in the village stating beware of hedgehogs.

Looking for an update regarding signage on Lilbourne Road. Clerk to email Cllr Warwick.

Standing orders resumed at 20.03

17/456 To receive reports from Borough and County Councillors matters relating to the Parish

Cllr Hassell stated the planning application at 20 Main Street will not be called in due to officer's request for plans to be amended.

Cllr Warwick stated that the community grant pot is open and will close on 29th May.

Cllr Hassell and Cllr Warwick left at 20.06

17/457 Financial Matters

17/ 458 To approve all payments made in May. Approved by all Resolved
List of payments to be made between 1st April 2022 and 30th April 2022

Date	Amount	Payee	
TO BE PAID FOLLOWING BACS AUTHORISATION			
04.04.22	DPA	L Foster Salary Apr	
04.04.22	DPA	Pension contributions Apr	
04.04.22	DPA	HMRC Contributions Apr	
04.04.22	£34.20	Quill Payroll Service (s/o)	
04.04.22	£19.50	TMH	
04.04.22	£120	Steve Bryan	
04.04.22	£17.82	L Foster Mileage	
04.04.04	£176	Steve Lowe (churchyard grass cutting)	
PAYMENTS MADE SINCE 1st March 2022			
03/03/2022	£278.20	Cllr Moore reimbursement	E108
07/03/2022	£34.20	Quill	E109
14/03/2022	£40.50	L foster expenses	E110
14/03/2022	£257.60	Rugby Web Design	E111
14/03/2022	£5328	AC Old Tree Care	E112
15/03/2022	£22.27	Eon Next	E113
25/03/2022	DPA	L Foster	E114
25/03/2022	DPA	HMRC	E115
25/03/2022	DPA	WCC Pension	E116
25/03/2022	£153	Cllr Dignan Reimbursement	E117
25/03/2022	£21	Cllr Edwards Reimbursement	E118

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

AMOUNT	From
--------	------

£50	Grazing
£25	Allotment

17/459 To approve all payments made in April. Approved by all. **Resolved**
List of payments to be made between 1st April 2022 and 30th April 2022

Date	Amount	Payee	
TO BE PAID FOLLOWING BACS AUTHORISATION			
09.05.22	DPA	L Foster Salary Apr	
09.05.22	DPA	Pension contributions Apr	
09.05.22	DPA	HMRC Contributions Apr	
09.05.22	£35.20	Quill Payroll Service (s/o)	
09.05.22	£26	TMH	
09.05.22	£24	AC Old	
09.05.22	£17.82	L Foster Mileage	
09.05.22	£176	Steve Lowe (churchyard grass cutting)	
09.05.22	£791	WALC	
PAYMENTS MADE SINCE 1st April 2022			
07/04/2022	£35.40	Quill	E001
13/04/2022	£21.60	Eon Next	E002
19/04/2022	£176	Stephen Lowe: churchyard	E003
19/04/2022	£120	Steve Bryan	E004
19/04/2022	£19.50	TMH	E005
20/04/2022	£118.85	Waterplus	E006
21/04/2022	£17.82	L Foster	E007
22/04/2022	£326.44	NPower	E008
25/04/2022	DPA	L Foster	E009
26/04/2022	£157.97	NPower	E010

List of income received between 1st Apr to 30th Apr

AMOUNT	From
£300	Grazing
£25	Allotment
£40	football
£25750	precept

17/460 To approve financial statements March and April. Approved by all **Resolved**

- 17/461** To approve bank reconciliations March and April. Approved by all **Resolved**
- 17/462** To discuss and approve grant application to playgroup: Approved by all **Resolved**
- 17/463** To discuss and approve works to roundabout by Kompan: Approved by all **Resolved**
- 17/464** To note internal audit: The contents on internal audit report were read out and noted. The parish council is opening a Unity Account so in Future payments will be authorised online by 2 Councillors.
- 17/465** To approve section 1 AGAR: Each statement was read out and voted on. The Council approved section 1 of the AGAR. Agreed by all **Resolved**
- 17/466** To approve section 2 AGAR: Agreed by all **Resolved**
- 17/467** **To discuss planning applications received**
Clifton upon Dunsmore supports the 20's Plenty for Warwickshire campaign; and Calls on Warwickshire CC to implement 20mph in Clifton upon Dunsmore ; and Will write to Warwickshire County Council to request 20mph speed limits on streets throughout Warwickshire where people live, work, shop, play or learn, with 30mph as the exception on those roads, where full consideration of the needs of vulnerable road users allows a higher limit: **Agreed by 3 1 vote against Resolved**
- 17/468** **Correspondence**
South Road Parking issues: There are regular near misses. Forward concerns to community policing and request a presence within the village.
- 17/469** **To receive any applicable progress reports from Parish Councillors**
- **Pavilion works and recreation ground:** Works to pavilion beginning in 2 weeks. Cllr Harris has contacted Crick Parish Council to discuss how they use their pavilion. Awaiting a date to meet with them.
Look at the governance of the playing fields and any covenants on the land.
 - **Play area:** Works to roundabout to be completed. Maintenance quotation of play area to be discussed next month.
 - **Neighbourhood Plan:** Meeting on 12th May, focus group meeting on 19th May. The meeting on 1st April had a good turnout. A consultant is in place and grant application has been approved. The process will take up to 2 years and will be agreed by referendum.
 - **To approve neighbourhood plan terms of reference:** Agreed by all **Resolved**
 - **Street lighting** quotes to be reviewed. Report of a light being hit on Allen's Lane/South Road
 - **Use of pitch/pavilion:** look at cleaner coming in once a month and look at fees charged to football teams
 - **Clean of pavilion: one off deep clean required prior to Jubilee.** To cap the amount spent to £150 agreed by all **Resolved**
 - **Line marking:** Proposed to line mark 4 times per year with painted white lines agreed by all **Resolved**

- **Car park:** Quotes to be received for repairs to wall. For an extra gate to be installed this would require a ramp/step and would be far more extensive works. Church to be contacted regarding yew trees

17/470 Motions for next meeting

- Dog waste bins
- Maintenance of play area
- Street light maintenance
- Car park wall
- Football fees

17/471 Confidential matters

Agreed by all to move into confidential session

17/472 Confidential

Proposed to increase Clerk SCP to 18 backdated to April 1st approved by all. **Resolved**

17/473 Date of the next meeting

The next meeting will take place on July 4th 2022 at 7.30pm at Townsend Memorial Hall.

Meeting closed at 20.49

Minutes approved and accepted as correct

.....
Chair

Dated

BANK RECONCILLATION	MONTH ENDING	31-Mar-22
ACCOUNT NO. 06315246	STATEMENT NO.	12
CASH BOOK BALANCE 1 March 2022		£123,471.44
ADD RECEIPTS		£75.00
LESS PAYMENTS		£7,235.86
		<u>£116,310.58</u>

**BANK ACCOUNT
STATEMENT**

BANK BALANCE AS AT 31st March 2022 £116,310.58

LESS UNPRESENTED
CHEQUES
cheque number

PLUS UNPRESENTED PAYMENTS

£116,310.58

BALANCE AS PER CASH BOOK 31st March 2022

116,310.58

BANK RECONCILLATION MONTH ENDING **30-Apr-22**

ACCOUNT NO. 06315246 STATEMENT NO. 1

CASH BOOK BALANCE 1 April 2022	£116,310.58
ADD RECEIPTS	£26,115.00
LESS PAYMENTS	£1,479.36
	<hr/> £140,946.22 <hr/>

**BANK ACCOUNT
STATEMENT**

BANK BALANCE AS AT 30th April 2022	£140,946.22
LESS UNPRESENTED CHEQUES cheque number	

PLUS UNPRESENTED PAYMENTS

£140,946.22

BALANCE AS PER CASH BOOK 30t April 2022

140,946.22
