



**451. Minutes**

The minutes of the Parish Council meeting held on the 16<sup>th</sup> September 2024 were received and discussed.

**RESOLVED THAT** the minutes of the meeting held on 16<sup>th</sup> September 2024 be approved.

**452. Matters Arising not included on the agenda**

There were no matters arising.

**453. Councillors' reports and items for future Agenda**

**Councillor Redford – WCC Updates**

Councillor Redford had emailed an update on the traffic safety updates.

**ACTION:**

- (i) Clerk to forward Councillor Redford's email to Councillors.
- (ii) Councillor Dr Robbins to forward traffic data to Councillor Roberts.

**Road safety data**

This was discussed in detail.

**ACTION:**

- (i) Councillor Dr Robbins to email Councillor Wallace Redford and the Police & Crime Commissioner.
- (ii) Councillor Wylie to email Mat Weston MP.

**Councillor Rebecca Davidson – WDC Updates (report provided via email)**

Garages – St Michael's Close - It was reported that there are 23 garages, of those 13 are empty, 8 are let to local residents and 2 are not local. At the moment there are no applicants interested in renting a garage at St Michaels Close and out of those 13 garages 1 of them is ready to let, the rest are with WDC voids team.

Councillor Davidson is still chasing someone to help with permission for the parking and will keep the PC updated.

Remote attendance and proxy voting at PC meetings - Attention was drawn to the current Government consultation in relation to enabling remote attendance and proxy voting at PC meetings.

Further information at:

[Enabling remote attendance and proxy voting at local authority meetings - GOV.UK.](#)

The Government is seeking responses from Cllrs and Councils.

**ACTION:** Councillors to read the report and respond.

**454. Correspondence**

**454.1 Cubbington Parish Council's NHP**

Noted.

**454.2 Bus stop Rugby Road**

An email had been received from a resident in relation to the bus stop on the Rugby Road. Concern was expressed that the bus stop was too small for the volume of children catching the bus.

It was agreed that a large bus stop on the plot was unlikely. No further action.

**455. Finance**

455.1 to approve payments: -

**2024-25**

Date	Ref	Payee	Details	Amount
24.09.24	E43	J Chatterton	Reimburse Farmer Gracy bulbs	£102.70*
24.09.24	E44	Weston VH	Meetings for 2025	£168.00
11.10.24	E45	J Chatterton	Clerk Salary October	DPA
11.10.24	E46	HMRC	Tax & NI October	DPA
11.10.24	E47	J Chatterton	Clerk Expenses October	£54.00
11.10.24	E48	J Chatterton	Compost	£12.00*
17.10.24	E49	R Tighe	Bulbs	£18.98
17.10.24	E50	Topsorce	Payroll	£13.81*
21.10.24	E51	J Chatterton	Paperstone Inv	£92.20*

\*inc VAT

**RESOLVED THAT** the payments be approved.

**455.2 Bank Reconciliation 30<sup>th</sup> September 2024**

The Bank Reconciliation 30<sup>th</sup> September 2024 was received and discussed.

Account 1	£15,137.87	
Account 2	£16,418.35	
		<b>£31,556.22</b>
Petty cash float (if applicable)	£0.00	£0.00
Less: late payments 30th September 2024	£0.00	£0.00
Add: any un-banked as of 30th September 2024	£0.00	
Net balances as of 30th September 2024		<b>£31,556.22</b>

**The net balances reconcile to the Cash Book as follows:**

**CASH BOOK**

Opening Balance 1st April 2024		
Account 1	£6,212.70	
Account 2	£16,258.96	
		<b>£22,471.66</b>
Add Receipts up to 30th Sept 2024	£14,232.39	
Less: Payments up to 30th Sept 2024	£5,147.83	
Closing balance per cash book as at 30th September 2024		<b>£31,556.22</b>

**RESOLVED THAT** the Bank Reconciliation 30<sup>th</sup> September 2024 be approved.

**455.3 Quarterly Report 30<sup>th</sup> September 2024**

The Quarterly Report 30<sup>th</sup> September 2024 was received and discussed.

**RESOLVED THAT** the Quarterly Report 30<sup>th</sup> September 2024 be approved.

**455.4 Grant Request**

A grant request had been submitted from the Village Hall. The request was for 50% of the cost for replacement defibrillator pads and £35.00 towards the cost of a Christmas tree for the Village Hall.

A request had been submitted in previous years asking the Parish Council to purchase the Village Hall Christmas tree and it was agreed that the Village Hall should pay for their own tree. The Parish Council paid for the installation of lights on Sabin Drive and St Michael's Close.

**RESOLVED THAT**

- (i) grant awarded of £42.95, the total cost of the defibrillator pads.
- (ii) The request of £35.00 for the Christmas tree be refused.
- (ii) Clerk to make the payment.

**455.5 Budget and Precept 2025-26**

The draft budget and Precept request for 2025-26 was discussed.

**RESOLVED THAT:**

- (i) The budget for 2025-26 was agreed at £14,050.64.
- (ii) Precept request would be made once the Tax Base figures had been received from WDC.
- (iii) Further update at January's meeting.

**455.6 Greenshoots Grant**

It was agreed not to pursue the Greenshoots Grant.

**ACTION:** Clerk to email the Greenshoots Team.

**456. Planning**

To consider any Planning Applications

**456.1 W/24/1442/LB - 2 Rugby Road**

**456.2 W/24/1441 - 2 Rugby Road**

**RESOLVED THAT:** No comment

**456.3 W/24/1425 - 15 Hancox Close**

**RESOLVED THAT:** No comment

**457. St Michael's Close**

**457.1 Parking**

Discussed earlier in the meeting.

**457.2 Garages**

Discussed earlier in the meeting.

**RESOLVED THAT:** A letter be sent to Chris Elliott, Chief Executive, WDC expressing a Vote of No Confidence in Officers at WDC due to their lack of complete failure to engage and provide the requested information.

**457.3 Defibrillator and noticeboard**

**Licence for defibrillator**

The Clerk updated that the Licence to permit the installation of solar powered defibrillator had been signed and returned to WDC for engrossment.

**RESOLVED THAT:**

- (i) It was agreed for purchase the solar powered defibrillator which would be installed on land at the entrance to St Michael's Close.
- (ii) Clerk to speak to the Maintenance Office to arrange for a quotation for installation.
- (iii) Chairman to liaise with Charity for advice.
- (iv) Bleed kit to be purchased and installed.
- (iii) Clerk to order a small noticeboard for installation on the old noticeboard site.

**458. MUGA**

The installation of a Multi-Use Games Arena on the Village play area was discussed. It was agreed to make an application to the HS2 CEF grant scheme.

**ACTION:**

- (i) Councillors Dr Robbins and Wylie to meet with contractors to obtain 3 quotations.
- (ii) Clerk to forward any contact details for MUGA providers.
- (iii) Clerk to contact HS2 to find out what documentation would be required to prove that WDC would give permission for the Parish Council to install a MUGA.
- (iii) Once the quotations are received the Clerk to make the application.

**459. Christmas Lights**

The Christmas lights were due to be returned to the Clerk on Thursday 14<sup>th</sup> November.

A contractor had been engaged to put the lights up on 29<sup>th</sup> November.

**460. HS2 projects**

Village gates – HS2 WCC fund

**461. Speeding and crime in the Village**

Discussed earlier in the meeting.

**462. Councillors' reports and items for future agenda**

North Leamington School catchment –

**ACTION:** Councillor Wylie to write to the Head of North Leamington School and see what provision they could make for admissions.

HS2 liaison meetings

It was agreed to hold one online meeting and one face to face in 2025.

**ACTION:** Clerk to update Sara-Louise Lee.

**463. Next Meeting**

The date of the next meeting was confirmed as 20<sup>th</sup> January 2025 at the Village Hall.

Meeting closed at 20:30pm

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