

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

Held on the 2nd February 2015
At the Townsend Memorial Hall, commencing 7.30 pm

Present: Cllr M Nash (Vice chair & acting chair), Cllr L Palmer, Cllr D Bromwich, Cllr E Bembridge, Cllr S Marsay, Cllr L Hunt (RBC), Mrs M Barratt (Clerk)

Cllr M Nash welcomed everyone to the meeting.

The Parish Council welcomed back Johanne Thomas of Urban and Civic, Developers for the Radio Station Site to the meeting. Johanne had kindly returned to bring answers to questions raised at the last meeting and answer any new questions or queries about the development. Johanne mentioned her website www.radiostationvision.com will be going live in a couple of weeks and she will use it to update the village on the development and progress. Johanne also mentioned there will be links to Twitter and Face Book from the website.

The parish council and parishioners thanked Johanne for her attendance at the meeting.

1. To receive apologies for absence

14/214 Cllr Phillip Morris-Jones (WCC), Sharon Bailie-Crabtree (PCSO)

2. To receive the resignation of a Councillor

14/215 Resignation of Cllr V Davies received 29th January 2015 and noted.

Vice-Chair Cllr M Nash expressed sorrow on behalf of the Parish Council upon the resignation of Cllr Vincent Davies. The Parish Council wished to put on record his good work for the village and the parish council itself over many years and expressed their thanks to Vincent. Villagers expressed their agreement to these comments.

Villagers mentioned they were very sorry that Cllr V Davies had made this decision to resign and felt he had been one of the best chair's the village had ever had and respected by all.

3. Declarations of interest as defined by the Code of Conduct for councillors;

a. Non Pecuniary Interests

b. Disclosable Pecuniary Interests

14/216 Personal and prejudicial interests in any agenda item to be stated as well as signed in the book.

4. Suspension of standing orders: Giving an opportunity for members of the public in attendance to address The Council, subject to the agreement of the Chair.

14/217 **Election of Parish Councillors for Clifton Upon Dunsmore** – A poll for the election of two Parish Councillors will be held on the 5th February 2015. Further to the recent resignation, a notice will now be raised for the latest vacancy and concern was raised about the high cost (£2500) of a further election if called for by residents. If an election is not called for, the vacancy will be filled by advertising and co-option at no cost to the parish council.

Resignations

A villager raised concern about the recent resignations of Parish Councillors and said that she had raised the issue with the acting Chair Cllr M Nash personally prior to the meeting.

Bollards in South Road

A villager spoke about her discussion with WCC concerning the installation of bollards outside her home in South Road and said she felt unhappy with how her issue had been dealt with by the Parish Council.

Main Street

A villager raised concern about dangerous driving along Main Street. The Parish Council agreed to place as an agenda item for the next meeting.

Playing Field – Field in Trust

A villager spoke about registering the playing field as a 'Field in Trust' to ensure its protection as mentioned in a previous meeting. Cllr M Nash replied to say the parish council will be looking into the matter in the coming months.

5. Resumption of standing orders

14/218

6. To approve the minutes of the previous meeting held 05.01.15

14/219 The minutes were approved by Cllr M Nash as a true and accurate record of the meeting.

7. Matters arising from previous minutes not on this agenda.

14/220 **Path in North Road:** Reported to WCC highways who have visited the site and Cllr L Palmer reported it is marked up for repair.

Allotment gate: The clerk will speak to the grazing tenant.

Moles in playing field: Another mole has appeared – Cllr E Bembridge will look into the matter.

Tree work in playing field: Cllr L Palmer reported the trees are about to be surveyed.

Litter in playing field: Cllr L Palmer will speak to RBC litter service about the matter.

Open spaces: Cllr L Palmer circulated information on the open spaces within the village.

8. To hear and consider any received correspondence

14/221 **Rugby Open Space, Playing Pitch and Sports Facilities Audit –** Correspondence received from Rugby Borough Council to say they have commissioned Nortoft Partnerships to undertake an audit of open spaces, playing pitches and sports facilities in the Borough, and from this produce reports which will be used to inform the authority's Local Plan. RBC asked the parish council to review the information on the map and let Nortoft Partnerships know if there are any additional sites that the parish council feel should be included, or if any sites should be amended or removed. **Action:** Vice-Chair Cllr M Nash to take forward.

Proposed base station upgrade at Rugby Radio Station: Information received from Galliford Try.

National Spring Clean 2015: Information received from Rugby Borough Council to say they will offer to lend equipment for a litter pick in the village. **Action:** Vice-Chair Cllr M Nash to take forward.

Statement of Community Involvement: Formal Consultation 23rd January – 6th March 2015: Information received from Rugby Borough Council to say copies of the Statement of Community Involvement are available to view on their website and for inspection at RBC Town Hall reception and borough libraries.

Bollards in South Road: Vice-Chair Cllr M Nash read out an email received from Daniel Perkins, WCC Highways Department to the Parish Council in December 2014 concerning their installation of bollards in South Road.

South Road parking problems: Correspondence received asking for consideration to be given to erecting bollards near the Clifton School end of South Road. **Action:** To be placed as an agenda item for the next meeting.

Vacancy for a Community Safety Ambassador: The Police and Crime Commissioner, Ron Ball has a vacancy for the role of Community Safety Ambassador for Fosse community forum. **Action:** Notice to be distributed.

9. To consider and discuss received planning applications

- 14/222
- **Land fronting and including part of A428 to provide additional access into Key Phase 1 of the Rugby Radio Station development R14/2356** – No comments
 - **5 Orwell Close R13/1215** – No comments
 - **SP-engineering, Hillmorton Yard, The Locks R14/1995** – No comments
 - **Clifton Lakes R14/1141** – Refusal of planning permission notice received from Rugby Borough Council.

10. To discuss highways issues

- 14/223 **Rubbish on the corner of North Road and Church Street:** Cllr L Palmer reported to the parish council. **Action:** Clerk to report to RBC

Blocked drain in Church Street: Cllr L Palmer reported the drain outside 31 Church Street is full of mud. **Action:** Clerk to report to WCC, Highways.

11. To receive a report on the grazing fields and allotment plots

- 14/224 **Allotment no dogs allowed signs:** Cllr L Palmer updated the meeting to say the ordering of signs is in progress.

12. To receive a report on the playing field & pavilion

- 14/225 **Pavilion guttering repair:** Cllr D Bromwich reported he is unable to obtain a piece of replacement guttering to match the existing guttering as it is no longer available and the whole guttering may need replacing. **Action:** To be placed on the agenda for the next meeting.

Play area sign: Cllr D Bromwich reported he has purchased a new sign for the skate board area to comply with the play area inspection report. He has put up the sign and councillors thanked Cllr David Bromwich for organising and collecting the sign from Nuneaton.

Football teams: Cllr E Bembridge reported that he met with both football teams a few weeks ago and had a positive discussion. Both teams like playing at Clifton and their biggest concern is whether the pitch is playable. They both do also play at council pitches. Cllr E Bembridge produced a spreadsheet for parish councillors showing the cost of running the playing field with no footballers, with footballers at the current rate (£50 per game) and with footballers at £60 per game. He also produced a one page document with a few key points and his recommendations. Councillors noted the key points and recommendations. Cllr M Nash asked about negotiations of a fee for training. Cllr E Bembridge replied to say it is difficult to monitor training on the field because there are other teams turning up at the playing field without paying a fee. Cllr E Bembridge will ask the question about training to both teams.

Cllr E Bembridge proposed his recommendations as follows:

- Increase rent to £60 per game
- Increase line marking to weekly
- Get a volunteer led "pavilion clean up" every summer
- Fix a few things in the pavilion, e.g. shower lights
- Get the goals fixed: £1347.00

All parish councillors were in agreement of the above and for Cllr E Bembridge to speak to the football teams about the recommendations.

Dog fouling in field: A report of dog fouling was noted.

13. To receive an update on the Rugby Radio Station site

- 14/226 Nothing further to report as this item was covered at the start of the meeting by Johanne Thomas.

14. Village matters for discussion as follows:

14/226 **Litter pick:** Cllr L Palmer reported the litter pick usually takes place in March but this year she is unable to take on the organisation. Vice-Chair Cllr M Nash offered to organise the litter pick this time and will liaise with RBC about the equipment required.

15. South Road parking problems

14/227 Further to the correspondence received concerning parking problems near the school end of South Road, Cllr L Hunt offered to find out who owns what land in South Road.

16. To discuss the website

14/228 Vice-Chair Cllr M Nash reported that villager Mr Graham Hill has offered to build the website for no charge. A question was raised as to whether the parish council feel confident Mr Hill has the skills to build the site and Vice-Chair Cllr M Nash will look into the matter further.

A contribution towards the website was received from Kevin and Jayne Cahill and the Parish Council expressed their thanks and said this will be used towards paying for the hosting of the website.

Cllr E Bembridge raised a question that the website will need some sort of governance so that it would be clear as to what can and cannot be done with the site. Trustees agreed.

Vice-Chair Cllr M Nash and parish councillors agreed the following points:

- The website will be a Parish Council website
- The Parish Council will have access to the website
- The Parish Councillors will manage the website

Councillors agreed for Vice-Chair Cllr M Nash to go ahead with the above points.

17. To discuss the parish council planning application – Land Adjacent to 21 Church Street

14/229 Cllr E Bembridge reported that the Parish Council recently met at the site of the old air-raid shelter next to 21 Church Street.

A suggestion was put forward to turn the site into a car park, where spaces could be rented. The cost of this is £12,000 to £15,000 and it would produce 10 car parking spaces which could be rented by Church Street residents. This was discussed at the meeting but thought to be too costly at the outset.

Cllr E Bembridge also obtained 3 quotes from estate agents for the sale of the land:

- Without planning permission quotes between £10,000 and £15,000
- With planning permission quotes between £55,000 and £75,000

An architect would be required at a cost of approximately £400

A villager suggested asking the neighbour of the land if they were interested in purchasing and thus obtaining an indication of what he is prepared to pay, at no cost to the parish council.

Cllr E Bembridge proposed:

- To appoint an architect
- Use the building plans that the Parish Council already have
- To sell with planning permission

Parish Councillors agreed to Cllr E Bembridge proposals to be taken forward.

18. Play area inspection update

14/229 A meeting was held recently at the play area and councillors noted that the gap under the

railings at the side of Mayo Court is possibly large enough for a child to slip through and fall down the bank. The matter has been raised to the Parish Houses.

Sign for play area – covered under item 12 of the agenda.

Grant applications: Vice-Chair Cllr M Nash has looked into obtaining funding for the play area and suggested putting together a questionnaire to ask villagers what they would like at the play area. **Action:** Vice-Chair Cllr M Nash to take forward.

19. Parish Council election update

14/230 The forthcoming election of Parish Councillors has been advertised extensively throughout the village and the result will appear on the Rugby Borough Council website.

20. Community Forum

14/231 Vice-Chair Cllr M Nash advised the meeting that all parish councils should be attending the Community Forum which is held 3 times per year and the next one is in March at Monks Kirby, which she will attend.

21. To consider Financial Matters

14/232 Bank Statement check:
Cllr D Bromwich and Cllr L Palmer checked bank statement no 15, issue date 2 January 2015, bank balance £23,245.04

Payments:

Hi-Lite Electrical Ltd, street lighting repairs £1798.70
Albert Jagger Ltd, waste bin lock bolts £29.60
Clerk payroll December 2014: Protected under DPA 1998
Clerk expenses: Protected under DPA 1998
Clerk pension: Protected under DPA 1998
EON electricity, street lighting £142.99
HMRC – quarterly payment to Inland Revenue: Protected under DPA 1998

Receipts

London Calling FC, match played 14.12.14 = £50
The Webb FC, matches played 05.10.14 & 12.10.14 = £100

14/233 **Parish Council clerk telephone:**

Councillors agreed for a Pay as you Go mobile phone to be used by the clerk for parish council business, alongside her home telephone. The clerk offered her own mobile phone to be used.

22. To discuss any miscellaneous matters (exchange of information only)

14/234 **Annual Parish meeting:** A date was agreed for the 27th March 2015, at 7.30 pm.

Action Log: It was agreed for this to be a standing item on the agenda.

23. Date of next meeting:

14/235 Monday 2nd March 2015, 7.30 pm at the Townsend Memorial Hall