

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

Held on 7 November 2016
At the Townsend Memorial Hall, commencing 7.30 pm

Present: Cllr M Nash (Chair), Cllr H Duncan, Cllr L Edwards, Cllr G Neelakantan, Cllr C Palmer and Cllr A Robinson.

Also present: County Councillor P Morris-Jones, Borough Councillor Leigh Hunt and twelve residents of the parish.

Clerk: Mrs C M Lord

MINUTE		ACTION
16/118	1. Apologies for absence No apologies were received.	
16/119	2. Declarations of Members Interests and requests for dispensations. None received.	
16/120	3. Public Forum – suspension of Standing Orders Public Forum opened at 7.33pm A resident addressed the Parish Council with concerns about activities relating to a new 35-boat marina using the 350m of canal arm that has been opened in a field at the rear of Vicarage Hill. The resident expressed concerns over several issues relating to the permission to construct the Marina, which include change of use of the field and increased traffic, It was questioned whether planning permission had been presented to the Parish Council. <i>In response, the Chair stated that the Parish Council had no previous knowledge of the proposed development and needed to examine the background, the permissions granted to date and to make contact with the Planning Authority in order to understand the current status of this development.</i> A resident reminded the meeting that there is a Candlelight Carol Service on 18 December, which is the same evening as the proposed community Carol Singing event. She suggested that in future the community event should be on another evening. <i>In response, the Chair confirmed that she had consulted with the Vicar and other members of the church community and that the Vicar proposed that he advise his congregation that there is an opportunity to join in the community event following the church service.</i> A resident remarked that the proposed new bollards around the Church and Lychgate will cause problems with access to the Church. <i>In response, District Councillor Hunt advised that a meeting had been held with representatives of the Church, and that they were aware that the bollards are removable to provide access when required. She remarked that the important issue was to prevent people from parking on the junction, which is dangerous.</i> A resident remarked that he had heard that the construction of the new link road is in doubt and enquired why work on the proposed traffic calming scheme had not commenced yet. <i>In response District Councillor Hunt advised that concerns have been raised over the removal of the left turn on to the link road for people travelling north from</i>	

Hillmorton on Hillmorton Lane, (so as to avoid additional traffic coming through Clifton), and a re-instatement has been requested, so discussions and a re-modelling of traffic flows in need to take place. She also reminded the meeting that due to objections about the traffic calming scheme, the legislative process will take longer. Work is not now expected to start until next year.

A resident voiced her concerns about the effect detrimental effect that all the increased traffic from the developments will have on Clifton, particularly if the M1 and M6 are blocked.

16/121 **4. Public Forum closed and Standing Orders resumed at 7.49pm**

16/122 **5. Minutes of the Parish Council meeting held on 3 October 2016**

The minutes of the meeting were approved and signed by Cllr Marion Nash as a true and accurate record of the meeting.

16/123 **6. Matters Arising and progress against resolutions**

None raised.

16/124 **7. Financial Matters**

Payments

The list of payments made since the last meeting was presented and accepted by the Members of the Parish Council. The Chair signed the list of payments made on behalf of the Parish Council.

03/10/16	268.00	The Post Office (HMRC)
03/10/16	240.00	Grant Thornton UK
03/10/16	260.00	Stephen Lowe
03/10/16	28.75	TMH Committee
21/10/16	16.00	Quill Payroll
25/10/16	292.32	EON
25/10/16		Christine Lord - Protected under DPA 1998
27/10/16	32.85	EON

16/125 *Financial Statement*

The Members examined and accepted the Statement of Accounts for the period ending 31 October 2016, which was signed by the Chair as a true record.

16/126 *Annual list of variable direct debit payments*

Members considered a report on the need to review the existing variable direct debit payments which in accordance with Financial Regulations (6.7) the Parish Council is required to do, at least every 2 years. All Members agreed that it was sensible to do so, and resolved the all existing variable direct debit payments should continue

16/127 **RESOLVED: Following the review of the existing variable direct debit payments in accordance with Financial Regulations (6.7); all existing variable direct debit payments should continue.**

16/128 *First draft of the budget and Precept bid for 2017-18*

The Members considered the draft budget for 2017-18; which is subject to the provision of the Council Tax grant by Rugby Borough Council. They agreed that whilst the draft appeared to be in line with predicted income and expenditure a final decision should be able to be made at the December meeting.

16/129 **8. Planning matters**

- R16/2067 Retention of 3 shipping containers – Clifton Court Nursing Home (late application not on the Agenda)

The Parish Council resolved to make no comments on this application

- 10/130 **9. Correspondence**
- Safer Warwickshire Partnership [Newsletter](#)
- The Chair summarized the contents of the newsletter and requested the Clerk to place it on the website for residents to access. CLERK
- 16/131 **10. County and Borough Councillors' reports**
- County Councillor Phillip Morris-Jones reported that:
- Devolution proposals are being discussed by the County Council
 - HS2 progress is having a significant effect on properties in the south of the County
 - A proposal to segregate routes for HGVs using Magna Park from everyday local traffic is being prepared in order to prevent them going through villages.
 - County and Electoral Boundary changes will mean that Fosse Ward will be one of the largest in the area, with Coton, Houlton, and parts of Newbold and Coombe Fields being included in it.
 - The County Council is consulting the public on the need to save £67m from 2017-20. Some sensitive services may have to be affected.
 - The Community Forums are under review, and the County Council is seeking the views of the public on what form they should take in future.
 - The winter gritting programme has now been published and is available on the WCC website.
 - The County Councillors Grants Fund has now closed. The pot of £5k available was oversubscribed, and applicants will be informed of the decision in December.
 - The new Police and Crime Commissioner is engaging with the public, getting their views on Policing in the future. It is likely that the Fire Service will be combined with the Police to make a joint authority in future.
- Borough Councillor Leigh Hunt reported that:
- As mentioned earlier in the meeting there is to be a re-modelling of traffic flows through Rugby in order to more accurately gauge the effect of the new Link Road and the Local Plan proposals.
 - The proposed Lodge Farm development at Grandborough is likely to have a detrimental effect on Clifton, particularly if terms of traffic accessing the Elliott's Field and junction 1 shopping development. She urged everyone to have their say on the Local Plan before consultation ends on 11 November.
 - At present the County Council do not have the capacity to undertake the feasibility study on the improvement of the St Thomas Cross junction.
- 16/132 **11. Progress against the priorities of the 5-year plan**
- The Members examined the 5-year plan and observed that all actions were running to schedule. The Clerk was requested to re-configure the monitoring sheet by date order and remove the priority headings to make it easier to follow. CLERK
- 16/133 **12. Reports from Councillors**
- Progress and Terms of Reference of Parish Conservation Group – Councillor Edwards**
- Councillor Edwards reported that the sub-group had met in early October to produce the draft Terms of Reference. The sub-group has appointed its Chair and Officers and consists of 6 members. (There is 1 space left). Councillor Edwards requested that the Parish Council adopt the Terms of Reference – all agreed.
- Councillor Edwards explained that the Action Plan had identified a number of different projects and had been produced with a phased approach. It would be undertaken within the current capacity of the group. She would still encourage new members to join. She requested that the Parish Council adopt the Conservation Group Action Plan – all agreed.

She reiterated that the work undertaken to date made a huge difference to the parish; and that the crocus bulb planting would take place on Saturday 12 November followed by a litter pick on 26 November.

On behalf of the Parish Council Councillor Edwards expressed her thanks the members of the group for their efforts to date.

16/134 **RESOLVED:**

- a) **That the Parish Council adopts the Terms of Reference for the Parish Conservation Group.**
- b) **That the Parish Council adopts the Action Plan for the Parish Conservation Group.**

16/135 **Progress on playing field and playground issues including quotations received – Councillor Robinson**

Councillor Robinson reported that he had met with an established play equipment contractor in order to provide a benchmark for the cost of the replacement equipment. This is likely to be around £20 - £25k. He will now obtain quotations for the removal of the double slide and seesaw and the installation of new equipment including Springers and an accessible roundabout. Match funding is being sought and the old surfacing will be offered to local horse owners to reduce disposal costs.

Councillor Robinson requested that the Parish Council should approve the following expenditure based on quotations provided:

- Quotations have been obtained for a new pedestrian gate. The lowest being £112.
- Quotations have been obtained for the installation of polycarbonate covering for the pavilion window the lowest being £360
- Quotations have been obtained for the repair of the guttering. The lowest being £325.

The Chair expressed her thanks to Councillor Robinson for his efforts and on a show of hands all members agreed that the expenditure should be made.

16/136 **Resolved:**

- a) **The quotation for the supply of the new pedestrian gate of £112 should be accepted.**
- b) **The quotation for the installation of the for the installation of polycarbonate covering for the pavilion window of £360 should be accepted.**
- c) **The quotation for the installation of the new guttering for the pavilion of £325 should be accepted**

16/137 **Update on proposed Christmas proposals – Councillor Robinson**

Councillor Robinson reported that the Christmas Tree will be erected outside the Village Store between 8-10 December in a secure and stable container; and that he would produce a short letter to residents in Church Street and Lilbourne Road encouraging them to fit an external Christmas Tree on their properties.

He stated the plans for the village Christmas event on 18 December are well in hand, and that he hoped that young people in the village would be encouraged to join in and to celebrate being part of the community.

16/138 **Update on purchase of a community defibrillator – Councillor Palmer**

Councillor Palmer informed the meeting that a grant application had been submitted; however, the outcome would not be known prior to the next meeting. The Parish Council may have to consider this when producing its budget. Residents will be informed of progress via the website.

16/139 **Update on resurfacing of the car park – Councillor Palmer**
Councillor Palmer informed the meeting that he has meeting arranged with 3 contractors this week concerning the installation of the EcoGrid covering in the car park. The proposed works will include levelling and grading of the previous surface before the application of either fine grit or stone.

16/140 **15. To receive Members motions for the next meeting.**
Discussion on options for the street lighting - Councillor Palmer
Issues raised by residents of The Locks – Councillor Duncan

16/141 **16. Date of next meeting**
The next meeting of the Parish Council will take place Monday 5 December 2016 at 7.30pm

The meeting closed 8.30pm

Minutes approved and accepted as correct

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Chair

Dated