

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

Held on 3 December 2018
At the Townsend Memorial Hall, commencing 7.30 pm

Present: Cllr Marion Nash (Chair), Cllr I Brinklow, Cllr H Duncan, Cllr L Edwards, Cllr C Palmer and Cllr G Neelakantan

Also present: County Councillor Adrian Warwick. Borough Councillor Leigh Hunt and sixteen residents of the parish.

Clerk: Mrs C M Lord and Mrs B Spence

MINUTE

ACTION

16/771 **1. Apologies for absence**

Apologies were received and accepted from Councillor A Robinson.

16/772 **2. Declarations of Members Interests and requests for dispensations.**

None declared.

16/773 **3. Public Forum – suspension of Standing Orders**

Public Forum opened at 7.32pm

A resident requested an update on any measures being taken to ensure the continuation of the local bus service from January 2019, now that Stagecoach have announced the withdrawal of the route.

With the agreement of the Chair, County Councillor Adrian Warwick provided an update. He reported that:

Stagecoach had made the decision to withdraw the route on a commercial basis, because it was underused. This issue is not unique to Clifton; it is happening in several areas of Rugby. However, as the residents of a rural community such as Clifton are still in need a public transport service, so the parish, borough and county councils have all been working together to ensure that a service is provided in the future. He has put pressure on the County Officers and has met with the Portfolio Holder and officers to resolve the issue. County Councillor Warwick emphasised that there is a large elderly community in the parish who are dependent on the bus and that the bus provides a service to the majority of senior school students living in the village.

The County Council had very little warning about the withdrawal of the service and have gone out to other services providers for tenders for a new service.

The tenders have been returned and are being examined by the WCC Officers at the moment. The subsidising of the new service has not been accounted for in this year's budget. Consequently, the cost will have to be met from existing funding. Whilst there will still be service provided, it is unlikely to be exactly the same as the present one, which is deemed no longer financially viable.

As soon as the information on the new service is available it will be published on the Parish Councils website.

In response, the Chair summarised Councillor Warwick's update for the meeting and reiterated that all levels of local government were working hard on behalf of the residents affected by the withdrawal of the bus service. She assured the meeting that a further update will be provided once the details of the new service are known.

A resident remarked that there were many wet leaves around the footpaths and gullies on Orwell Close and Lilbourne Road and enquired whether the residents

could be notified before the gully sweeper is used to warn them to move cars to enable access.

In response The Chair informed the resident that this service was provided by the Highway Authority and that the issue can be reported online directly.

<https://warwickshire.fixmystreet.com/>

A resident asked who was responsible for street lighting along Hillmorton Lane as there appeared to be several lights not working.

In response councillor Warwick advised that residents could use the <https://warwickshire.fixmystreet.com/> service to report all Highway problems quickly.

Nine residents left the meeting.

16/774 **4. Public Forum closed and Standing Orders resumed at 7.47pm**

16/775 **5. Minutes of the Parish Council meetings held on 5 November 2018**

The Members agreed that the minutes of the meeting were a true and accurate record. They were approved and signed by the Chair, Cllr Marion Nash.

16/776 **6. Matters Arising and progress against resolutions**

16/765 – Councillor Edwards reported that the path had been cleared at the pocket park and had made a huge difference to the appearance of the area. The Conservation Group will now be able to paint the railings in the spring.

16/777 **7. Results of the Community Facilities and Services survey in relation to Parish Council priorities for 2019-20**

The Chair summarised the results of the recent survey in which 90 households responded (13.6% of households Inc. Houlton). Comments covered:

- *Need for greater offer by TMH* – Cllr Palmer, the TMH representative on the Parish Council explained that the TMH is solely a 'rooms for hire' facility but that he would take the comments to the next Committee meeting to enquire whether they could consider extending their offer in face of these comments.
- *Crossing at the school* – this is now in hand, thanks to our County Councillor.
- *Speeding, noise from cars and suggestions about amending the traffic calming measures and need for zebra crossings and double yellow lines.* The NHW group are addressing the speeding through their mobile speed watch group. The traffic calming measures are now reaching completion and there is very little possibility of them being amended at this stage,.
- *Amendments to the playground* amended. The playground was refurbished two years ago, in consultation with local residents. There are no plans to undertake further work .
- *Buses.* Refer Agenda item 3 above.
- *Lighting issues* were raised – the Parish Council are currently reviewing the lighting and the maintenance contract.
- *New village hall* – this was discussed recently and won't be happening.
- *Weeds in the village, the need for better grass cutting service and pruning of trees and hedges.* The Parish Council does speak to the relevant authorities. However, this is not a parish council function and it does cut out the middle man, and so speed the process up, if people contact either RBC or WCC direct. With regards to *trees*, this is something the parish council monitors and will be undertaking a review of every tree in the village next year, for which training by Councillors will be undertaken.
- *Better or new footpaths* to various locations. This is something that has come onto the priority list and will be addressed by the parish council.

- *Car parking* – various unfeasible suggestions as to where that could be – unfortunately the Parish Council does not own all the land in the village.
- More *regular village newsletter* rather than social media or a church newsletter. It is possible we should begin to look into advertising to pay for a village newsletter.
- Need for the *village store* to remain open longer. Again, this is not within the remit of the parish council to influence this – suffice it to say that Debbie and Stan exhaust themselves with the work that they do and they keep the business open during the hours that they know sufficient people will come into the store to make it worth their while to remain open. However, the survey also shows that the resident's value the store.
- Need for closer doctors, dentists, banking facilities and takeaways – which the parish council has no influence over.

The highest scoring issues that residents want addressed are footpaths and lighting. The parish council are currently reviewing the lighting and are now clear that we must investigate the footpaths as outlined in the survey.

16/778 **8. Financial Matters**

16/779 *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.

05/11/18	160.00	Stephen Lowe	T76
05/11/18	200.00	Christine Lord – Homeworking allowance	T77
05/11/18	17.50	TMH Committee	T78
05/11/18	59.40	Morral Play Services	T79
12/11/18	31.70	EON	T80
16/11/18	16.39	Quill Payroll	T81
23/11/18	373.22	EON	T82
26/11/18		Christine Lord – salary protected under the DPA 2018	T84
26/11/18	120.00	Stephen Lowe	T85
26/11/18	70.80	GeoXphere Ltd (Parish on-line)	T86

16/780 *Financial Statement*

The Members examined and accepted the Statement of Accounts for the period ending 30 November 2018, which was signed by the Chair as a true record.

16/781 *Draft of the budget and Precept bid for 2019-20*

The Members considered the first draft of the budget and precept demand for the year 2019-20. They accepted that until Rugby Borough Council had notified the Parish Council of the level of the new Tax Base and number of Band D properties in the parish that they could not calculate how much they would be able to allocate to projects such as the street lighting upgrade.

ALL

16/782 **9. Review of Councils Standing Orders**

The Members considered whether any amendments or revisions to the Parish Councils Standing Orders were necessary at this time. No amendments were proposed.

CLERK

16/783 **RESOLVED: That the Parish Councils Standing Orders 2018 should be adopted.**

16/784 **10. Planning matters**

[R18/2005](#) The Old Hall – Substitution of house type (approved R14/2166)

16/785 **RESOLVED: The Parish Council made no comments on the application.**

CLERK

[R18/2149](#) Rugby Radio Station – Reserved Matters (R17/0022) – Not on Agenda

NOTED

16/786 **11. Correspondence**

RBC – Consultation on Public Spaces Protection Orders

The Members discussed the proposal to include to PSPO to prevent cyclists using the pedestrian areas in the town centre, and possible impacts on the safety of cyclists who may have to use main roads. They agreed however, that the it was, in essence, a pedestrianised area and that cyclists should walk their cycles through it.

16/787 **12. County and Borough Councillors' reports**

Borough Councillor Leigh Hunt reported that:

Traffic Calming

The scheme is waiting for a safety audit, which will probably take place in the New Year. It is hard to always remember that there is a 20mph zone when starting a journey from within the village, so more signage is needed. Overall traffic seems to have slowed considerably, although there are still hot spots

Clifton Cruisers

Visited site and met with residents and the site owner. Walked along the new canal arm. Residents accept that it is their choice to live where they do. I explained that if someone had applied to build bungalows or a static caravan park there then they would not have got permission. The conditions that have been applied have been determined by the Inspector to be appropriate for the environment. The site owner is working with Planning Enforcement to discharge the conditions.

2 Main Street

Probably to planning on 9th January – there is an opportunity for the parish council to register as speakers.

WCC are recommending refusal on Highways grounds

Old Hall

Probably to planning on 9th January – again there is an opportunity for the parish council to register as speakers.

WCC have not made any comment. If this gets approval then it will be necessary to ensure that the police regularly enforce the rules about parking in the vicinity of a junction. The current contractors are also causing a problem by treating it as a closed road and parking all over the place.

County Councillor Adrian Warwick reported that:

He apologised for his absence from the last meeting due to ill health.

A Puffin Crossing is to be installed outside the school during the next financial year.

There are concerns about the sudden withdrawal of West Mercia Police from the strategic alliance with Warwickshire Police, which could potentially have serious financial implication for such a small force like Warwickshire. This issue will be considered in depth during budget setting for next year.

13. Reports from Councillors

16/788 *Update on Christmas celebrations – Cllr Robinson*

In the absence of Cllr Robinson, the Chair updated the meeting as to the plans for a village Christmas celebration. She expressed her delight that there will be between 14- 16 stalls at the Fair on Sunday 9th. Doors open at 12 noon and

close at 4pm. There will then be carols around the tree at 5pm, continuing in the Bull Inn thereafter.

She reminded the meeting that we are supporting Hope 4 again and would welcome donations of food/ clothing or money to help this valuable charity aid those less fortunate than us this Winter.

16/789 *Update on Keep Clifton Clean Campaign – Councillor Edwards*

Councillor Edwards reminded the meeting that an anti-litter poster campaign had been run in the Primary School this year. Despite a poor response, 6 prizes of Art Boxes were awarded to year 1 pupils by Galliford Try recently. In order for the posters to have more impact, she is seeking quotes for narrative to be added to the posters – and will present these at the next meeting.

CLLR
EDWARDS

16/790 *Update on proposals to upgrade the street lighting – Councillor Brinklow*

Councillor Brinklow informed the meeting that he has as requested [PC.16/763] he had approached WCC in order to ascertain on what conditions the street lighting could be adopted. He had been informed that:

1. The lighting must comply with the current British Standard, this could involve the PC installing/funding for additional lighting columns. This could prove to be expensive on North Road due to proximity of electricity supplies.
2. The lighting stock must be in good order and less than 15 years old and manufactured from either steel or aluminium.
3. Lanterns need to be LED lanterns installed to WCC specification including Central Management System equipment.
4. Any improvements would need to be funded by the PC.

He had also contacted Midland Sign and Lighting to ascertain whether they were able to reduce the price quoted for the supply and installation of complete lamp units. Unfortunately, they were not able to do this.

As none of the street lights are believed to be less than 15 years old, the adoption processes its likely to be very expensive. Councillor Brinklow therefore proposed that the most cost-effective way of updating the street lighting is to have Midland sign and Lighting upgrade the units on a phased programme to be agreed by the Parish Council. The proposal was seconded by Councillor Nash and on a show of hands all were in favour.

Councillor Brinklow was requested to bring the proposals for an upgrade programme to the February meeting of the Parish Council

16/791 **RESOLVED:**

1. **Midland Sign and Lighting upgrade the streetlighting units on a phased programme to be agreed by the Parish Council.**
2. **Councillor Brinklow should bring the proposals for an upgrade programme to the February meeting of the Parish Council**

CLLR
BRINKLOW

16/792 **14. Proposal for support for the Primary School's Health project – Councillor Nash**

Councillor Nash informed the meeting that the Primary School is engaging in a healthy lifestyle project which will incorporate a wide variety of activities.

The Headteacher of the school has requested that the Parish Council consider creating a race track within the recreation field to support this endeavour. It is particularly requested that the track is a mile long and can be used in all conditions, all year round.

Following a discussion on the likely high cost of the proposal, the Clerk was requested to write to the Headteacher to ask her to present detailed proposals and to seek grant funding from alternative sources such a Sport England. Once these are presented the Parish Council can consider the proposal in detail.

16/793 **RESOLVED: That the Clerk should write to the Headteacher asking her to present detailed proposals for the race track and to seek grant funding from alternative sources such a Sport England.**

CLERK

16/794 **15. Members motions and items for the next meeting.**

- None

16/795 **16. Date of next meeting**

The next meeting of the Parish Council will take place Monday 7 January 2019 at 7.30pm

The meeting closed at 8.26pm

Minutes approved and accepted as correct

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Chair

Dated

DRAFT