

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

Held on 1st April 2019
At the Townsend Memorial Hall, commencing 7.30 pm

Present: Cllr A Robinson (Chair), Cllr I Brinklow, Cllr L Edwards, Cllr C Palmer

Also present: Borough Councillor Leigh Hunt and 10 residents of the parish.

Clerk: Ms J Chatterton

MINUTE	ACTION
16/863 Apologies for absence Apologies were received and accepted from Cllr M Nash, Cllr H Duncan, Cllr G Neelakantan and County Cllr A Warwick.	
16/864 Declarations of Members Interests and requests for dispensations There were no Declarations of Interests.	
16/865 Public Forum – suspension of Standing Orders Public Forum opened at 7.35pm <u>Dog Fouling - Cemetery</u> A resident raised the issue of dog fouling in the Cemetery and requested further signage informing that dogs should be kept on a lead. ACTION: Cllr Palmer (Chair of the Burial Committee) to put up further notices requesting dogs be kept on a lead and reminding owners to clean up after their dogs.	Cllr Palmer
<u>Conservation Group</u> Resident requested the Parish Council consider a further application for a donation towards the cost of purchasing materials and tools for the Conservation Group. Cllr Edwards added that approximately 12 months ago following a donation request it had been suggested that funding for this project should not be through the Grants Applications, but via budget provision. ACTION: Agenda item for May's meeting.	Cllr Edwards
<u>Traffic – North Road</u> Resident raised the issue of parking and traffic on North Road. Staff from the Primary School were parking on the road (9 vehicles). This caused difficulty for residents of North Road to get out of driveways etc. It was noted that there was a lack of spaces in the school grounds and the number of spaces did not equate to the number of staff. Cllr Hunt added that if the County Council or Borough Council deemed to put restrictions in place a resolution to the problem would be very difficult. Suggestion – parents use the car park by the Church and the Bull's car park, especially at drop off and pick up times. ACTION: Parish Council to write to the Primary School raising the issue and highlighting the expectation for responsible parking.	Clerk

Public Forum closed and Standing Orders resumed at 7.50pm

16/866 **Minutes of the Parish Council meeting held on 26th February 2019**

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

16/867 **Matters Arising and progress against resolutions**

16/848 Spring Clean

Cllr Edwards updated that the Spring Clean had taken place on 30th March. 21 bags of rubbish including a considerable amount of bottles had been collected.

The Chair thanked all who had taken part and for their efforts and good work.

16/868 **Financial Matters**

Payments

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

11/02/19	£32.62	EON	
15/02/19	£21.60	Quill	
25/02/19	£412.58	Beryl Spence	
25/02/19	£93.01	EON	
27/02/19	£15.00	WALC 19189 Training for Clerk	
04/03/19	£1,542.00**	Clifton and Newton	
04/03/19	£175.00	ME Spencer	
04/03/19	£25.00	Townsend Memorial	
15/03/19	£21.60	Quill	
22/03/19	£362.33	EON	
01/04/19	£3,456.00	Midland Sign and Lighting	
01/04/19	£176.00	Blades Lawn Mowing (Steve Lowe)	

16/869 **Planning matters**

R19/0220 – Clifton Court Nursing Home, Lilbourne Road, variation of conditions. – expired

R19/0036 – South Road – two storey extension – No comment

R19/0001 – Decision Notice

R19/0117 – South Road – No comment.

R19/0379 – Lilbourne Road –

After discussion on various points including concern in relation to the Velux windows and the big change to the roof line.

RESOLVED THAT the Parish Council OBJECTS to the planning application, as the proposed velux windows would detract from the visual aspect of the roofline of a listed building in the Conservation Area.

R19/0452 – Hillmorton Lane - no comment.

R19/0508 – North Road – no comment

Clerk

16/870 **Conservation Group – Churchyard Fence Maintenance**

A report was received from the Conservation Group to seek agreement from members to purchase paint and equipment to enable them to restore the metal fence between the Churchyard and Pocket Park.

During 2017 the Conservation Group cleared ivy along the churchyard side of the fence. Due to the thickness of the ivy the Parish Council agreed to Blade Lawn Mowers clearing the ivy in the Pocket Park, the area owned by Orbit Housing. Agreement was given for this to enable the fence to be restored.

Now the area had been cleared the Conservation Group wanted to progress with restoring the fence in line with the recommendation in the Quinquennial review which was initiated by Coventry Dioceses and, agreed with the Parish Council in the Conservation Groups action plan.

Request received to purchase:

5 litre tin of Hammerite direct to rust gloss paint – suppliers include:

- £60.99·[Zoro Tools](#) · By [Google](#)
- £57.56·[Amazon.co.uk](#) · [By Google](#)
- £64.95·[Rest Express](#) · [By Google](#)

8 Wickes woodstain and varnish 1.5” brushes at £2.99 each = £23.92

2 packs of 1 litre paint kettle with lids/PACK OF 3 at £5.99 per pack = £11.98

In total a potential cost of £96.89 (approximately)

RESOLVED THAT the expenditure up to £100.00 be approved.

16/871 **Churchyard Maintenance Contract**

A report had been received to seek agreement from members to accept the quotation provided by Blades Lawn Mowers for the maintenance of the churchyard.

The contract for the churchyard which runs from March to mid-October (subject to the weather) was due for renewal and Blades Lawn Mowers had been maintaining the churchyard to an excellent standard since March 2015.

A quotation had been received from Blades Lawn Mowers seeking to continue to deliver the churchyard maintenance which included the following fortnightly:

- Cut all grassed areas at St Mary’s churchyard;
- Strim around trees, gravestones, pathways and edges;
- Collect leaves, twigs, branches and remove from site;
- Collect litter and other debris.

Blades Lawn Mowers would also spray three times per year all paved areas within the churchyard boundary.

No other quotation had been sought for this contract based on best value.

Based on the above quotation Blades Lawn Mowers would provide: 18 cuts at £87 per cut = £1,566. There had been no increase in the cost per cut since 2016 so this quotation included a £7.00 per cut increase.

RESOLVED THAT the Parish Council agreed to the one quote received from Clerk Blades Lawn Mowers based on best value.

16/872 **Village Street Lighting**

A report had been received which provided an update and proposals for the next lamps to be converted to LED's.

It was noted that Midland Sign & Lighting had carried out the upgrade of the 8 street lamps in North Road to new LED lamps.

Recommendations were as follows:

To work around the village from North Road as there was the sum of £4,912.00 left in this year's budget that was allocated to this project.

The following was suggested:

Station Road	£1,080.00
The Elms Paddock	£1,440.00
Whiley Close	£360.00
Lion Path	£1,080.00
Orwell Close	£720.00
Allans Lane	£360.00
Total	£4,680.00

RESOLVED THAT the above project be approved at the cost of £4,680.00.
Clerk to inform Midland Sign and Lighting to proceed.

Clerk

16/873 **Proposed Base Station Installation**

Would be reported under Borough Councillor, Cllr Hunt's report.

16/874 **Reports from Borough and County Councillors**

Councillor Hunt reported on the following:

Clifton Cruises – along with Cllr Robinson she would be attending the Planning Meeting on Wednesday. Update once known.

Old Hall – another application had been submitted. It was felt that the parking element of the planning was a good thing. It is agreed that the proposed Velux windows would be an intrusion to a listed building.

Traffic – the Hillmorton Road was re-opening. It was noted that there hadn't been any complaints from Clifton residents whilst the road had been closed.

Noticeboard Houlton – a new noticeboard was situated in Houlton. It was suggested that the parish council publish the agendas, minutes and notices. The space would be shared with the Houlton Residents Association.

ACTION: Clerk to email agendas, minutes and notices for displaying in the noticeboard.

Base Station – the plans were now in. Following advice from a specialist and to make the base station less intrusive, alternative locations had been suggested. None had been agreed as suitable.

Councillor Warwick

Councillor Hunt provided an update from Councillor Warwick. It was noted that he was working on funding to provide a crossing by the School.

16/875 **Progress Reports from Parish Councillors**

Nothing to report.

16/876 **Correspondence Received**

Rugby Rural North newsletter – noted.

Clifton Primary School – dog fouling

Correspondence had been received from Clifton Primary School informing the parish council that they had received a complaint about the amount of dog excrement along North Road near to the school.

Children walking to school were not looking to see what is on the ground and obviously they could have this walked into school.

They requested that this was raised at the Parish Council meeting.

It was noted that Cllr Robinson had looked at the surrounding area to the School signs were already on lampposts and bins were situated in close proximity to the School.

ACTION: The issue to be highlighted on the Facebook page and website – and promoting responsible dog ownership.

Cllr
Robinson
/Clerk

16/877 **Members motions and items for the next meeting.**

- To look at the RBC grant for regional development (applications to be received by 31 March 2019). Any application would require matched funding.
- Conservation Group

Cllr
Edwards

Cllr
Edwards

16/878 **Date of next meeting**

The next meeting of the Parish Council would take place Monday 13th May 2019 at 7.30pm. This will follow the Annual Parish Council Meeting.

The meeting closed at 20.15pm

Minutes approved and accepted as correct

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Chair

Dated