

Minutes of the Parish Council Meeting held on Tuesday 12 June 2018 in the Village Hall at 7.30 pm

Members Present: Councillors M Thomas (Chairperson), B Hallam, R Settle, A Belgrove and the Clerk

Members of the Public Present: None

1. Chairperson – On the proposition of Councillor Settle seconded by Councillor Hallam, Councillor M Thomas was elected Chairperson for the coming year.
2. Apologies: None received
3. Declaration of Interests – None declared
4. Questions from the Public - None
5. Minutes – on the proposition of Councillor Hallam seconded by Councillor Belgrove the minutes of the Parish Council Meeting held on Tuesday 8 May 2018 were approved and signed by the Chairperson.
5.2 On the proposition of Councillor Settle seconded by Councillor Belgrove the minutes of the Parish Council Meeting held on Tuesday 22 May 2018 were approved and signed by the Chairperson.
6. MATTERS ARISING FROM THE MINUTES
 - 6.1 Playing Field Grant – A meeting with Rugby Borough Council regarding a grant from Rugby Borough Council Rural Development Fund has raised the following recommendations:
 - 6.1.1. The site of the proposed swings should be moved nearer to the hedge and that a grass mat safety surface would be preferable to bark.
 - 6.1.2. In order to move the swings some levelling of the ground would be required and as such a Quotation from Mr R Martin of £2600 has been obtained. An additional Quotation is being sought from HAGS.
 - 6.2. Telephone Box – The Willoughby Society and Jubilee Allotments Association are to be approached to see if any progress has been made in fund raising for the refurbishment of the Telephone Box.
 - 6.3. Haywards Lodge – Repairs to Haywards Lodge fence are imminent.
 - 6.4. Fox Covert – The Highways Department of Warwickshire County Council will be advised that the breakdown of the surface of the road at Fox Covert has now spread to the middle of the road and that a cyclist needed medical attention when coming off his cycle at this location. .
 - 6.5. Village Pond – Councillors are to clear up the area around the Village Pond again and Councillor M Thomas had cleared the exit drains on two further occasions.
 - 6.6. Footpaths – The outstanding issues with the footpaths in the Village have not been resolved and the Clerk is to chase Warwickshire County Council Footpaths yet again – the Council will also raise the issue of not being able to access the footpath behind Station House on the A45.
 - 6.7. Litter Bins – the Litter Bins in the Playing Field have been emptied.

6.8. Shrubbery Footpath – The clearance of the Shrubbery footpath by WS Gardens has not been carried out to a satisfactory condition and Councillor Thomas is to raise this issue with WS Gardens.

6.9. Data Protection Officer – Councillor Settle has agreed to act as the Data Protection Officer for the Parish Council and with the help of Councillor Thomas has already commenced preparation of the documentation required.

7. PLANNING APPLICATIONS – None received – however, Rugby Borough Council Planning Enforcement Officer is to be asked if planning permission is required for a new bridge over the ditch which has been created in Brickhill Lane.

8. CORRESPONDENCE

Correspondence received since last circulation to be circulated to Councillors.

9. 9.1 Highways Issues – The Shrubs at the corner of Brickhill Lane/A45 and Main Street/A45 are causing a restriction to view of oncoming traffic and the land owners are to be approached requesting cutback.
9.1.2. The hedge of the second house past the Village Hall car park (Village Hall side) requires cutting back as it is a restriction to pedestrians and push chairs etc. Rugby Borough Council is to be contacted requesting action.
9.1.3. The pothole outside Leam Farm is to be reported to the Location Officer of Warwickshire County Council
9.2. Neighbourhood Plan – Of the 200 Questionnaires circulated there had been 112 replies the contents of which are now being collated, however, an additional circular is to be sent out to clarify some of the points/comments made in the Questionnaire.

10. FINANCIAL – On the proposition of Councillor Belgrove seconded by Councillor Settle the following payment was approved:

J Lucas – Computer Services	£110.00
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11. URGENT BUSINESS

11.1 Sub-Station Magdalen Road – Council is to contact Western Power regarding the vegetation preventing access to this Sub-Station.

11.2 Litter/Dog Bins – Council is to consider at the next meeting additional Litter/Dog Bins around the Village – an issue raised in the Neighbourhood Plan.

11.3. Responsibilities – The Responsibilities of Councillors list to be updated by the Chairperson.

11.4. Pumping Station – Council is to raise with Severn Trent broken fencing at the Pumping Station in Moor Lane.

11.5. Play-Scheme – Flyers are to be circulated with the Willoughby Monthly asking for feedback on suitable dates for running the Play-Scheme during the school holidays.

The Play & Recreation Officer of Rugby Borough Council has requested a Health & Safety Policy for the Council and the appointment of a Health & Safety Officer. Councillor Belgrove has submitted a draft Policy to the Health & Safety Officer for approval to Rugby Borough Council which was

itself approved on the proposition of Councillor Belgrove seconded by Councillor Settle prior to its submission.

The Clerk has agreed to act as Health & Safety Officer for the Council.

Date of Next Meeting – 10 July 2018 at 7.30 pm in the Village Hall

Parish Clerk..... Chairperson.....

Date