

CHURCH LAWFORD PARISH COUNCIL
MINUTES OF MEETING HELD ON 8 February 2023 at 7:30 p.m.
At the Village Hall, School Street, Church Lawford CV23 9EE

Present:

Cllr Jeremy James (Chair), Cllr Helen Smith, Cllr Sara Reilly, Cllr Victor Griffin,
Borough Cllr Simon Ward (first part of meeting), Clerk Moira Pendlebury

304. Apologies and acceptance of reasons for absence

The apologies from Boro Cllr Derek Poole, Boro Cllr Tim Willis Cty Cllr Mrs Timms were noted.

305. Declarations of Interest (existence and nature) for items on the agenda

No declarations of interest were made for any items on the agenda. The Chairman advised that Councillors could declare an interest later in the meeting should this become apparent for any agenda item.

306. Public Participation – Sarah Evans attended as a member of the public and candidate councillor.

307. Borough and County Councillors' Reports from Cllr SW

- Awareness of voter ID now needed for elections. JJ has in hand and will place posters, FB, Newsletter
- Recent CPR and defibrillator trained was well attended
- Question raised re: funding for Coronation event – SW provided details of Awards For All (Big Lottery)

308. Minutes of the Parish Council - The draft minutes of the Parish Council meetings held on 14 Dec 22 and 11 Jan 23 were made available previously.

Resolved: The minutes of the Parish Council meetings held 14 Dec 22 and 11 Jan 23 were approved for adoption, and the final copies signed.

309. Replacement of Councillor – one application received by Sarah Evans (SE).

Proposed by SR; seconded by VG, elected unanimously

Action: JJ to notify Electoral Services

310. Policy Document Review - Emergency planning – JJ has lodged the current copy with CSW Resilience

Action: SR to continue to review and update

311. Planning – no new planning applications received. Noted that SW had fed back the refusal of R22/0673 (School St / Rugby Rd)

312. Progress reports for information - items not on the agenda.

- JJ has successfully resolved the issue with Government Gateway, so now accessible for payroll, VAT reclaim etc.

313. Banking

Resolved: The meeting confirmed that Jeremy Owen James and Helen Anne Smith are duly elected Parish Councillors for Church Lawford, and that Moira Kathleen Pendlebury is the duly appointed Clerk and Responsible Finance Officer to the Parish Council.

The meeting agreed that Moira Kathleen Pendlebury should be the primary operator of

Signed

CHURCH LAWFORD PARISH COUNCIL
MINUTES OF MEETING HELD ON 8 February 2023 at 7:30 p.m.
At the Village Hall, School Street, Church Lawford CV23 9EE

the Santander current and savings accounts for ‘Church Lawford Parish Council’ with the necessary cards to allow spending and depositing from the current account. It was further agreed that Jeremy Owen James and Helen Anne Smith should have on-line access to the accounts. The meeting agreed that Matthew R Nahit and Derek Holland should have all account access removed.

A few ongoing issues with ID needed for new signatories.

Action: MP, JJ, SW to supply further ID documents

Action: JJ to take these to the bank with copy of February CLPC Meeting Minutes

314. Invoice Review: none from December 22 and the below remain outstanding. These will be paid as soon as access to the account is resolved

315. Finance

DATE	DESCRIPTION	AMOUNT	Decision	Account movement
20/1/23	Sports Ground Maintenance	1,512.00	Approved	
12/22	Village Hall Hire 2022	80.00	Approved	
	Annual Insurance premium	564.64	Awaiting possible lower quote	
	Allotments – RBC	80.00	Approved	

To note Receipts

DATE	DESCRIPTION	AMOUNT	Notes	Account movement
	Bank Balance – Current Account	£5,663		
	Deposit Account	£8,374.89		

Bank Balance – Current Account £5,663 Deposit Account £8,374.89

316. Budget & Precept 2023-24

The draft budget was further reviewed. Various amendments discussed and agreed and the final budget will be brought to the meeting on 8 March for final agreement and approval. It was agreed that CLPC should make maximum use of the Village Newsletter

Action: JJ to make agreed changes for March meeting

317. Insurance

- Events for up to 2,000 attendees are already covered under Public Liability section of current insurance (Zurich)
- Zurich has offered a new product for smaller Councils (with precept of under £30k) MP has obtained an initial provisional quote, considerably lower,

Action: MP to look into further and bring firm quote to next meeting for approval

318. Allotments – a new 3 year agreement (unchanged) has been received from RBC. Rent remains unchanged at £80 p/a.

Action: MP to renew agreement

319. Health and safety / safeguarding incidents – no new issues raised

Signed

CHURCH LAWFORD PARISH COUNCIL
MINUTES OF MEETING HELD ON 8 February 2023 at 7:30 p.m.
At the Village Hall, School Street, Church Lawford CV23 9EE

320. Village Events: King’s Coronation – SR and HS have both approached the Pub and received a very positive reception; Village Hall Committee interested in participating. Agreed on an event for Sunday 7 May, with initial joint planning meeting on Tues 21 Feb at 19.30, held at The Smithy.

Action: SE to arrange meeting with new Pub Manager and put on FB; JJ to publicise via the usual channels

321. Neighbourhood development plan (NDP) – ongoing

Action:SR and SE to progress

322. Community and Village maintenance items –

a. Warm Homes Centre – progressing well with increasing attendances.

b. A428 Bus Stop – JJ has all materials necessary and will shortly start the repair

c. Grit bin – agreed to site by dog waste bin

Action: JJ to OK position with RBC

d. Litter pick – agreed for Sat 1 April, 10.30 am. HS has obtained hi-vis tabards; SR has purchased pickers. Publicity through usual channels

Action: JJ to order skip

e. Protection of edges of Green – JJ has identified free concrete planters. We will need volunteers to maintain these.

Action: JJ to notify installation with RBC

f. Dog poo bag dispenser – agreed to purchase place with dog waste bin. Discussion about placement of an additional bin on the field, but not possible as RBC won’t empty if not by a road.

323. Gift of Land for village – no response from HSBC to letter sent; also a lot of post has been delivered to the vacant property on the land.

Action: JJ to contact HSBC again

324. Village CCTV – No further contact from RBC

Action:HR to contact

325. Defibrillator Reporting & Maintenance – SE to take on responsibility and progress

326. Future Agenda Items – none suggested

327. Date of Next Meetings – Wednesday 8 March 2023 confirmed for the next regular meeting of the Parish Council in the Village Hall at 7:30pm.

Meeting closed. at 21:20

Signed:..... Chairman

Date:

Signed:..... Deputy Chairman

Date:

Signed