

CHURCH LAWFORD PARISH COUNCIL

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Minutes of Meeting held on 22 March 2023 (deferred from 8 March 2023 as inquorate)

Present:

Cllr Jeremy James (Chair), Cllr Helen Smith, Cllr Sara Reilly, Cllr Victor Griffin, Cllr Sarah Evans, Borough Cllr Tim Willis (first part of meeting), Clerk Moira Pendlebury

328. **Apologies and acceptance of reasons for absence** – Apologies from Boro Cllr Derek Poole, Boro Cllr Simon Ward, Cty Cllr Mrs Timms were noted.
329. **Declarations of Interest (existence and nature) on items on the agenda** – none declared
330. **Public Participation** – none
331. **Borough and County Councillors' Reports**
RBC now in pre-election purdah; concerns discussed re: new requirement for voter ID at May elections; Change of rules re: payment of council Tax on empty properties, now 100% immediately and 200% if still unoccupied after 2 years. £5m made available for regeneration of Rugby town centre
Request made for Borough Cllr Tim Willis to chase up electoral Services Dept to send out forms required for new Parish Cllr Sarah Evans.
332. **Minutes of the Parish Council** held on 8 February 23 were approved and signed
333. **Policy Document Review - Emergency planning.** The document is largely completed, but a few updates needed. All agreed to contribute.
Action: SR to highlight sections needing completing and distribute.
334. **Planning** - No new planning applications received.
335. **Progress reports for information** – all included on the Agenda
336. **Insurance** – Agreed renewal with Zurich at the slightly lower rate than previously quoted
Action: JJ to pay, as due on 31 March and MP unable to access bank account
337. **Clerk's contract and payment process** – JJ updated the meeting: using simple HMRC package. Salary needs to be paid monthly, with submission to HMRC first. Payment to previous Clerk July 22 – Jan 23, including holiday pay was approved, and to be noted as "full and final payment". MP salary Jan – March 23 approved and agreed JJ to make monthly payments for the time being.
338. **Banking** – JJ has access, but MP and HS still waiting. Bank has aid £75 in compensation for poor service.
Action: JJ to chase up, yet again
339. **Invoice review** – Paediatric defibrillator pads: £142.80 approved
340. **Finance** – accounts for payment approved

Signed
Date

DATE	DESCRIPTION	AMOUNT	Notes
31/3/23	Annual Insurance premium	£511	
	Clerk's salary Jan – Mar 23	confidential	
	Clerk's salary July – Dec 22	confidential	
	Interest on late payment of tax	TBC	JJ to confirm amount (>£10)
11/2/23	CLPC letter box for Village Hall	£43.02	Reimburse JJ
24/4/23	GDPR annual payment	35.00	DD
29/11/22	Xmas Tree	75.00	
29/11/22	Roofing materials for bus shelter	14.53	Reimburse JJ
16/11/22	Pest control	60.00	
15/11/22	Xmas lights	120.00	Reimburse JJ
6/12/22	Toner cartridge (previous Clerk)	46.39	
20/1/23	SWALEC	29.82	
20/2/23	SWALEC	27.30	

To note receipts

DATE	DESCRIPTION	AMOUNT	Notes
Jan - Feb	Allotment rents	55.00	11.00 outstanding

Bank Balance – Current Account £5636.69 (24 Feb 23); Deposit Account £8374.89

341. **Budget 2023-24** – finalised and agreed (attached)
342. **Health and safety / safeguarding incidents** – none noted, and it was observed that river flooding incidents seemed fewer than recent winters.
343. **Village Events: King's Coronation** – all in hand, HS has various publicity materials and tickets for the pub; advert in April Newsletter; SE has been to listen to the band (Sam Franks Collection)
Action SR: request invoice from Band to be approved at next meeting so prompt payment can be made
344. **Neighbourhood Development Plan** – ongoing
345. **Community and Village maintenance items**
Action MP: contact Fergus to confirm schedule for
- Warm homes centre – Natter and Nibbles, to finish at end of March s previously decided. Some benefit gained, and remains an option to reopen in case of emergency
 - A428 bus stop (eastbound) **Action JJ:** roof repair
 - Grit Bins – agreement reached with WCC, but no response yet from RBC
 - Litter Pick & Sign Cleaning – all in hand for 1 April; notice in Newsletter; skip ordered for Village Hall car park and bag collection from laybys,
 - Village Green – protection of edges from vehicles. Agreed that concrete troughs might be too big and shrubs could be an adequate deterrent instead. All to consider

Signed
Date

- f. Dog poo bag dispenser – currently in Telephone Box, will be addressed when grit bin placement resolved
346. **Gift of Land for village** – still no response, JJ has written feature in April Newsletter to keep everyone updated.
347. **Village CCTV** – update from HS and VG. Awaiting final written quote, but indication of £10k per camera if done through RBC. All agreed this seems very high and there might be better and cheaper alternatives, including systems on individual houses.
Action: HS to obtain an alternative quote from another supplier
348. **Defibrillator Maintenance** – SE has taken over from Derek Holland as Guardian, and it is now up and running and on the Circuit again. Awaiting Paediatric pads and will then also be on this Circuit too. SE requested a Deputy, VG agreed.
349. **Future Agenda Items** – none raised
350. **Dates of Next Meetings**
Wednesday 12 April 2023 was confirmed for the next regular meeting of the Parish Council at the Village Hall at 7:45pm, following AGM
Parish Council AGM - confirmed as Wednesday 12 April 2023 at 7:30 pm
Annual Parish Meeting - to agree agenda and confirm as Wednesday 19 April at 7.30 (following Annual Village Hall Meeting at 7.00 pm)
Action MP: contact Village Groups to contribute (Bellringers, Craft Group, Walking Group, WI,

If an interim meeting is required, an agenda will be sent to Councillors and may be put on the website and on the Parish Council noticeboard three clear days before the meeting is held.

Councillors have a duty to consider all aspects of equal opportunities, crime prevention, unlawful discrimination, biodiversity of the natural habitat, combatting climate change, and other best practices when making decisions

Signed
Date
