

# Church Lawford Parish Council

Telephone: 07944 892914 Email: [churchlawfordclerk@gmail.com](mailto:churchlawfordclerk@gmail.com)

Minutes of Meeting held on **12 April 2023**

## Present:

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

351. **Apologies and acceptance of reasons for absence** – Apologies from Boro Cllr Derek Poole, Boro Cllr Tim Willis, Cty Cllr Mrs Timms were noted.
352. **Declarations of Interest (existence and nature) on items on the agenda** – none declared
353. **Public Participation** – none
354. **Borough and County Councillors' Reports**  
Kings Coronation – Event in Caldicott Park on Sat 6 June, with big screen, music and entertainments. Regeneration of Town Centre – discussions ongoing. HS raised issue about RBC Review of Local Plan, before its due date, including concerns about the Green Belt  
**Action: Boro Cllr SW** to provide further information
355. **Minutes of the Parish Council** held on 22 March 23 were approved and signed  
It was noted that CLPC Website had now been updated with all agendas and minutes.  
**Agreed** that Newsletter can be put on website each month, including phone numbers of Cllrs.  
Suggestion made for one Village Website, including CLPC, Village Hall, Newsletter etc, all in broad agreement, to be further discussed.
356. **Policy Document Review - Emergency planning.** – ongoing
357. **Planning** - No new planning applications received. A concern was raised about a large new wooden building which has been recently erected within the village, and whether this might need planning permission.  
**Action: JJ and VG** to investigate and bring back for further discussion next meeting
358. **Banking** – MP and HS have now received bank cards and PINs but still waiting for online access. JJ has made all payments approved at the last meeting, and will need to continue doing this until MP has access.  
**Action: JJ** to chase up, yet again
359. **Finance review** – the following accounts for payment were approved

DATE	DESCRIPTION	AMOUNT	Notes
	Clerk's salary - April	confidential	
	Interest on late payment of tax (less than £10)	TBC	JJ to confirm amount
25/3/23	SWALEC	26.89	
23/11/22	Poppy wreath (duplicate ordered in 2022, not paid for), to be used November 23	35.00	
31/3/23	Inserts for Parish Magazine	26.43	
11/4/23	WALC annual subs	161.00	

The following receipts were noted

DATE	DESCRIPTION	AMOUNT	Notes
April	Allotment rent	22.00	cheque
3/3/23	Santander compensation	75.00	

Bank Balance – **Current Account £1,517.30** (4 April); Deposit Account £8374.89  
 HS raised concern re: level of cash in current account, JJ noted that precept will shortly be paid in, also VAT reclaim will be done over the next couple of months. No more immediate major expenditure anticipated.

**360. Annual Audit Proposal:** As a Parish Council with income and expenditure below £25,000 p.a. we declare ourselves Exempt from External Audit. and will arrange an independent audit for review and publication in line with the legislation.

Proposed by SR; seconded by VG, proposal agreed

**Action: MP and JJ** to progress and ensure correct documentation completed

**361. Health and safety / safeguarding incidents** – none noted. See also next agenda item

**362. Village Events: King's Coronation** – all in hand. SE and HS will use this as an opportunity to introduce themselves around the village, and take tickets round for sale. Donations bucket for Church Roof to be provided for both events. It was felt that all necessary risk assessments / insurance are covered by third party provider cover, but JJ to check

**Action: JJ** to speak to Pub Manager

**363. Neighbourhood Development Plan** – ongoing

**364. Community and Village maintenance items**

a) Grass cutting schedule:

Email received from Fergus Deary confirming that his price will be the same for 2023 as 2022 (£1,260)

MP has attempted to contact Fergus Deary since the last meeting by phone (leaving message) and email with no response to date. RBC has emailed to confirm their requirements for use of grant, which include ensuring the contractor has appropriate insurance.

**Action: MP** to continue to try to contact FD and if still no response by end of Friday 14 April to let all Cllrs know.

b) Charging for emptying of dog waste bins – item deleted, RBC email sent in error

c) Warm homes centre – project finished at end March. JJ feels this has been a qualified success, with some positive social outcomes. To be considered in the autumn whether to repeat next winter.

d) A428 bus stop (eastbound) – ongoing (**JJ**)

e) Playground Equipment - annual inspection. This has taken place in Sept, but we are still awaiting documentation.

**Action: JJ** to chase up

f) Grit Bins – still no response from WCC

**Action: JJ** to chase, yet again

- g) Annual Litter Pick & Sign Cleaning on 1 April – all felt this went well, with around 20 volunteers, the whole area covered and many bags of rubbish collected. We now have litter pickers and hi vis vests for next year. Agreed that it would be useful to buy bag rings for next time.
  - h) Village Green – agreed that low growing, sturdy shrubs would provide the best and most slightly protection from vehicles  
**Action: SE** to purchase suitable hardy shrub(s) about 2-3' high
  - i) Dog poo bag dispenser – see f)
  - j) Defibrillator – SE has done sterling work in ensuring this is meeting all standards and checked weekly and posted a very useful video on CL FB page. Paediatric pads not yet delivered, despite prompt payment  
**Action: SE** to chase up
365. **Gift of Land for village** – still no response from Solicitors about progress. Concerns raised about further deterioration of the property, possible fire risk and unsightliness and possible health issues from a very overgrown plot.  
**Action: JJ** to pursue yet again.
366. **Village CCTV** – HS approached another supplier, but not suitable. Rugby First are coming out on Monday to survey so a proper quote can be provided, but this is likely to be too high, given that there are probably better and cheaper alternatives, such as systems on individual houses.  
**Action: VG** will meet Rugby First representative
367. **Other items not on agenda:** Severn Trent Works: concerns raised that work seemed to be going on for very long with no indication of what the problem is. JJ has raised several enquiries with no response to date.
368. **Future Agenda Items** – none raised
369. **Dates of Next Meetings**  
**Annual Parish Meeting** - Wednesday 19 April at 7.30 (following Annual Village Hall Meeting at 7.00 pm). JJ to present accounts in pie chart form. MP confirmed attendance of all Village Groups (Bellringers, Craft Group, Walking Group, WI, Tea Group, Fete Committee, PCC)  
**Action: JJ to buy wine and cheese**  
Next regular Parish Council Meeting - Wednesday 10 May 2023 at the Village Hall at 7.30 p.m.

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.

The meeting closed at 21:20

Signed:

Date:

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