

Grandborough Parish Council

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Minutes of the parish council meeting of Grandborough Parish Council Held on 3rd September 2024 at 7.30pm at Grandborough Village Hall

CLRs present: Cllr Jackson, Cllr McBreen, Cllr Davies, and Cllr McArthur.

In attendance: Tracie Ball, Clerk and six members of the public.

15. Introduction

Cllr Jackson introduced the councillors to the member of the public

16. Apologies: to receive apologies and approve reasons for absence.

RESOLVED: Apologies from Cllr Hancock and County & Borough Cllr Dale Keeling, accepted

17. Public participation:

A resident requested that the Parish Council consider installing new play equipment in the village for the children. A discussion took place, and it was agreed that consideration be given to the proposal and the way forward would be discussed at the next meeting on the 5th November.

The repairs to the bridge at the entrance to the village are the responsibility of WCC Highways, as they are liable for the roads and road structures. The faults have been advised to WCC, on several occasions.

Proposed closure to Church Road by Severn Trent to replace a hydrant has been cancelled as hydrant was repaired prior to new tarmac being laid.

Session closed 19:45

18. Declarations of interest

18.1 To declare any personal interests or prejudicial interests in items on the Agenda and their nature.
None

18.2 To receive, consider and approve any requests for dispensation relating to Agenda items.
None

19. Minutes of previous meeting:

RESOLVED: that the minutes of the previous meetings held on 2nd July 2024 having been read and circulated be signed as a correct record.

Proposed Cllr Jackson, Second Cllr McBreen unanimous.

ACTION – Clerk to continue chase EON and potential refund

20. Information items: to consider and discuss items for information and comment if appropriate:

20.1 County Councillor report
None

20.2 District Councillor report
None

21. Progress reports/information from working groups and committees, items of update for Parish Council – to consider/decide matters relating to each as required.

21.1 Emergency – including Flooding and defibrillators

21.1.1 Water Course maintenance – Cllr Jackson has contacted the Environment Agency regarding the River Leam, they will not be involved due to the low lying area, and it is the landowners responsibility to keep the river clear.

WCC deal with minor water courses, and this includes the main ditch will takes the majority of the water from the centre of the village. This ditch has a lot of overgrowth, fallen trees and trees

actually growing in the ditch. WCC will send to all nine landowners a letter, to readvise of their responsibilities to keep the water courses clear. Cllr Jackson will meet with WCC to look at the extent of the problems. Severn Trent has confirmed that the pumping station has been upgraded but advised it should not be required to pump the rain water.

ACTION – Cllr Jackson to continue chase WCC to ensure action is taken.

21.1.2 Highways Culverts – WCC have confirmed that all three culverts are on the list to be cleaned. One culvert has a broken clay pipe and this has been reported.

21.1.3 Flood Group – No formal group at present.

ACTION – Cllr McArthur and Clerk to investigate setting up a working group for Flood Action, Clerk to contact CSW Resilience Team [CSW Resilience Team](#).

21.1.4 Defibrillator – Checked and in order

ACTION – Clerk to investigate new defibrillator and sponsorship if available, due 2026

21.2 Highways and footpaths

21.2.1 Potholes – Church Road has had permanent repair.

21.2.2 Drain grating – New grating to be installed outside Chapel House, and two at the junction of Church Road and Sawbridge Road, by end September. Still awaiting date confirmation

21.2.3 Ditches – Shire Forestry have been awarded the contract, and work is due 17th – 19th September.

21.3 Lighting

Main Street – Column has been replaced - CLOSED

Church Road – Pole Bracket required – to be ordered – No traffic Lights required – both Eon and Balfour’s to attend – Ivy cleared, awaiting date

Sawbridge Road – no 1, Pole Bracket required – to be ordered – 3-way traffic Lights required – both Eon and Balfour’s to attend – completed - CLOSED

Sawbridge Road – no 3, new lantern to be ordered? – will be done at same time Sawbridge road No1 – completed - CLOSED

Aikman Green – New Lantern required – order to be placed – No traffic lights - awaiting date

ACTION – Clerk to confirm no change in original quote, still awaiting invoice.

21.4 Open spaces to include Village Tree, Bins and grass cutting

21.4.1 Grass cutting update No issues, good feedback from residents.

RESOLVED: Cllr Jackson proposed that the grass cutting contract be put out to tender/quotes at the end of the season Seconded Cllr McBreen unanimous

21.4.2 Dog Bin update and benches Cllr Jackson has repaired and painted the dog bins and benches have treated. The Clerk has collected the spare dog bin, storage to be arranged.

21.4.3 2024/25 Survey of trees/hedges required

21.4.4 2024/25 Tenders need to go out for trees/hedge/ditches/grass cutting

RESOLVED: Cllr Jackson proposed he will arrange for a survey of trees etc to be undertaken and then any works needed can be put out for tenders, Seconded Cllr McBreen unanimous

21.5 Village Signs and Causeway

21.5.1 Two bridges’ brickwork Cllr Jackson has chased WCC for their decision on action to be taken.

21.6 Publicity & Communications

Website – Issues with the website, Clerk to sort.

Facebook – New GPC page has been set up. The Clerk, Cllr McArthur, Cllr Davies are admin, The page will be used to distribute key information received from outside bodies, such as Police, National Highway, WCC and RBC. This will then be share to the two Grandborough FB pages from GPC.

ACTION – Clerk to get website back up and running and to prepare a proposal on an E-News facility.

21.7 Police update -

ACTION – Cllr Jackson to Village Hall Committee and ask if they have any contact details.

22. Planning applications and other statutory and non-statutory consultations:

The Clerk advised the meeting that planning notification should now be coming through to the grandboroughclerk@outlook.com email.

22.1 Update on Rugby Borough local plan - Nothing to report

22.2 To discuss any matters on existing planning applications.

22.2.1 R18/0405 and R21/0122 - Land West of Sawbridge Road – 9 new properties
RBC need confirmation of occupancy and number sold. Landscaping update – due next planting season, awaiting update on dropped curb, flood drainage and bell mouth entrance. Cllr Jackson has asked RBC for a full update on the 19 conditions, RBC will provide when available, 2 conditions are still outstanding – details not disclosed to PC as confidential.

22.2.2 R18/0405 and R21/0122 – Dropped kerb to Village Hall car park

See 22.2.1

22.2.3 R24/0009 - Land adjacent to Sawbridge Road

No decision as yet

22.2.4 R23/1210 - Land west of Grandborough Road

Dog walking field has been approved. Change to increase access splay.

22.3 New planning applications to be distributed to all councillors on receipt.

22.3.1 Application R24/0512 – proposed change of use/conversion of existing chapel to form residential annex accommodation

Two observations – render to outside of building to change, and square footage does not seem to include mezzanine. No further comments, Councillors agreed subject to neighbourhood consultation.

R24/0720 - Variation of Condition 4 (Landscape and Ecological Management Plan) of R23/0717 (Proposed outbuilding for swimming pool, basement for gym, and external works)

Change to have all landscaping in one phase. No comments or objections from councillors

22.3.2 Request made to RBC to sending new applications to AJ as a back-up.

Review of Policies; to note the review and adoption of policies.

Clerk has updated the financial regulation in line with the new guidelines from NALC, this is to be circulated to councillors for discussion in November.

23. Finance

The Clerk presented the finance report – Appendix 1

23.1 To approve accounts for payment.

RESOLVED: To confirm payment of outstanding invoices, Proposed Cllr Jackson, Second Cllr McBreen unanimous

23.2 Councillors Expenses

RESOLVED: To confirm payment of Cllr Jackson expenses, Proposed Cllr Davies, Second Cllr McBreen unanimous

23.3 To note monies received. –

Noted

23.4 Finance update for approval, to include bank reconciliation. –

Format agreed

23.5 Unity Trust Bank update/proposal presentation

Clerk to contact current bankers Lloyds to see what is available.

23.6 Budget vs Actual.

Clerk to include spend against budget on finance report going forward.

24. **Matters relating to the parish from Councillors and Clerk** – to consider/decide matters relating to each as required.

24.1 Any other matter arising.
None

25. **Future Agenda Items**

Consider the creation of a working group, to include residents, to investigate the need for a play area within the village.

Budget for 2025 – 2026

Meeting Dates for 2025

26. **Parish Council Communications (information for sharing)** - To receive suggestions for items for the Parish Council website and Facebook Page, and newsletter.

As required.

ACTION – Clerk to present proposal at next meeting of ways to engage with residents.

27. **Confidential matters:** to consider the exclusion of the public and press in the public interest for discussions and decisions in relation to either Personnel matters or Legal matters.

28. **Clerk Contract**

28.1 New Clerk and RFO contract to be signed.

ACTION – Clerk to hand to Cllr Jackson countersigned copy of contract at next GPC meeting.

29. **Date of Next Meetings** – To confirm Tuesday 5th November 2024 for the for the next regular meeting of the Parish Council at the Village Hall at 7:30pm.

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

Meeting Closed 8:43 pm

Signed..... (chair) Date

Appendix 1 Finance Report

Transaction Date	Transaction Description		Debit Amount	Credit Amount	Balance
24/06/2024	Opening Balance				£ 12,825.77
<u>Direct Debits</u>					
13/07/2024	N Power		£ 374.58		
<u>Unpresented Cheques</u>					
07/05/2024	1045 WALC		£ 175.20		
07/05/2024	1048 Tim Williams		£ 100.00		
02/07/2024	1050 RP Hall		£ 936.00		
02/07/2024	1052 Tim Williams		£ 310.00		
02/07/2024	1053 WALC		£ 108.00		
02/07/2024	1054 Zurich Insurance		£ 493.40		
01/09/2024	Precept			£ 5,895.00	
			£ 2,497.18	£ 5,895.00	£ 16,223.59

Balance as at difference

Payments to be authorised

	Supplier	Details	inv no	Amount	Cheque no
03/09/2024	Tim Williams	July & August	21+22	£ 320.00	1055
03/09/2024	A Jackson	Expenses Ink	n/a	£ 59.98	1056
03/09/2024	T Ball	June/July/ August salary	n/a	£ 575.24	1057
03/09/2024	HMRC	June/July/ August	n/a	£ 131.80	1058
03/09/2024	RP Hall	July & August	3216 +3187	£ 624.00	1059
				£ 1,711.02	

Outstanding orders

29/07/2024	GPC-AJ240021	Shire Forestry & Fencing	£ 5,496.00		
	Street light repairs	WCC	£ 6,307.23		
			£ 11,803.23		

Precept £ 11,790.00