

The Civil Parish of Ryton on Dunsmore
Minutes of the meeting held on Wednesday 3rd March 2021 virtually via Zoom at 7.00pm

At 7.03pm the Chairman opened the meeting.

Present:

Councillors: Steve Witter, Stuart Tetlow, Marcus Henry, Bob Jones, Sam Smyth, Simon Miller,
Kam Bahra, Jayne Lloyd
Mr Ian Castledine - Prologis Liaison

Miss Lindsay Foster (Clerk)

237 / 20-21 Apologies

Cllr Nicholson apologies were accepted. Cllr Miller and Cllr Smyth to arrive late.

Cllr H Roberts and Cllr Eccleson.

238/ 20-21 Declarations of interests with regard to items on the agenda

None.

239/ 20-21 Police Report

Cllr Witter met with the police to discuss the police using the village hall as a hub whilst in the village. The police will try to attend meetings when available. They had a village walk round and spoke to members of the public. They hope to be present in the village hall whilst post office is open. Clerk to circulate contact details to Councillors.

Cllr Miller joined at 19.06

Cllr Smyth joined at 19.14

Prologis Report

Ian Castledine has provided a written report but updated us with information included in this. Site work is continuing and is a speculative build. The site should be ready to occupy in July. The problems regarding working hours have been resolved. An introductory letter was sent to local residents including contact details. The next stage will include foundation works using an environmentally friendly method and should cause minimal disruption. Tree works were completed on 20th February with no issues raised.

240/ 20-21 Public participation session

No public present.

242/ 20-21 To approve the minutes of the last meeting

Resolution, Proposed Cllr Tetlow seconded Cllr Miller .

The Council resolves that the minutes of the last meeting be approved as correct as amended minute 211/20-21. They will be signed following the meeting

Unanimous

243/ 20-21 Matters arising from the minutes of the previous meeting

None

Finance

244/ 20-21 Payments to be made

The payments made in accordance with Standing Orders were listed and copies had been previously distributed to members.

Resolution proposed Cllr Witter, seconded Cllr Lloyd.

It was resolved unanimously to accept the payments presented in accordance with Standing Orders and Financial Regulations. Unanimous

245/ 20-21 Bank reconciliation

The Members noted the bank reconciliation as presented.

246/ 20-21 To approve SLCC training course for clerk £36

Resolution, proposed Cllr Lloyd seconded by Cllr Bahra.

The members resolve to pay for Clerk training course £36.

Unanimous

247/ 20-21 To approve clerk salary increase from scp 16 to scp 17

Resolution, proposed Cllr Miller seconded by Cllr Lloyd.

The members resolve to approve an increase to clerk salary.

Unanimous

248/ 20-21 To approve parish online subscription £120

Resolution, proposed Cllr Tetlow seconded by Cllr Lloyd.

The members resolve to continue with parish online subscription for year £120.

Unanimous

249/ 20-21 To approve water meadow interpretation costs £388.43

Resolution, Proposed Cllr Henry, seconded by Cllr Lloyd

The members resolved to approve the fire extinguisher service at the village hall and pavilion.

Unanimous

250/ 20-21 To discuss and approve tree works at Water meadow £525+VAT

Resolution, Proposed Cllr Henry, seconded by Cllr Jones

The members resolved to approve tree works at the water meadow.

Unanimous

251/ 20-21 To approve purchase of green bin sticker at village hall

Resolution, Proposed Cllr Lloyd, seconded by Cllr Henry.

The members resolved to purchase a sticker for a green bin at the village hall £40 for the year.

To consider Planning Applications and Approvals

Planning Applications

252/ 20-21 Applications

253/20-21 Delegated Authority

No planning applications

254/ 20-21 Neighbourhood plan

No response from Rugby Borough Council regarding referendum. Cllr Tetlow to continue follow up.

To consider correspondence

255/ 20-21 Correspondence

None to consider

Items for this meeting

256/ 20-21 Play Equipment renovation and report

Contacted companies for quotations. A scope has been developed and costs currently vary between £50,000 and £100,000. A tender will need to be drawn up and submitted to government website. A scoring criterion is to be developed. There is the option to make the smaller children's area bigger to include an extra piece of equipment. Maintenance of equipment to be considered going forwards. Try to develop project to allow for installation by summer. We need to consult with public once designs are finalised.

257/ 20-21 Gym equipment

Cllr Bahra to meet with company onsite to discuss different location onsite. Cllr Bahra to provide update next month. Updated quote provided to include fencing.

258/ 20-21 Water Meadow

All works taking place are required to produce risk assessment and provide to council. Trees will be delivered in April to provide hedging. Further tree works are required and will be carried out by Eagles. A meeting will be held on April 10th subject to guidelines.

259/20-21 CCTV update

No update

260/ 20-21 Noticeboard replacement schedule

Cllr Witter and Cllr Smyth to replace noticeboards

261/ 20-21 To discuss allotment issues

Cllr Jones has created mapping of allotments and will visit site to see usage of plots.

262/ 20-21 Pavilion update

No update. Cllr Henry to assist

263/ 20-21 The Orchard

New trees will arrive soon. PC to be invoiced. Fence requires repair.

264/ 20-21 Provost Williams School

Cllr Henry to liaise with Ian Castledine. Governors meeting on 16th March.

265/ 20-21 Burial Ground

Churchyard tidy up on Saturday between 2 and 4pm. We need to decide how hedge will be cut going forwards.

266/ 20-21 To discuss parking at recreation ground

Cllr Jones is currently still progressing this item and will raise item with planning department.

267/20-21 To approve risk assessment

Clerk has amended document to send draft to Cllr Tetlow for final improvements.

268/20-21 To approve business continuity plan

This document will become a living document and updated as required, agreed by all.

Street lighting, pavilion, charitable causes, budgetary requirements, support of village groups to be added to core business. Add review to financial meeting January.

269/20-21 Handyman

Remain as standing item on agenda with 2/3 items added each month.

270/20-21 To discuss and approve wildflower planting and expenditure at orchard and recreation ground

Proposed by Cllr Henry, seconded by Cllr Lloyd to approve wildflower planting at orchard.

Unanimous

Proposed by Cllr Miller, seconded by Cllr Lloyd to approve wildflower planting at the recreation ground.

Unanimous

To include signs for use at the recreation ground.

271/20-21 To discuss annual parish meeting

Cllr Witter to film video to publish on website alongside transcript. Ask other groups for update to be published on website. To remind groups that applied for grant of eligibility criteria for next year.

272/20-21 Easter events

Cllr Witter to discuss easter egg design competition with PTA and school. Images to be displayed in village hall window and prize for 1st, 2nd, and 3rd.

273/ 20-21 Reports from other bodies

Few lorries on Leamington road due to road closure.

274/ 20-21 Report of the Chairman

No updates.

275/ 20-21 Member reports

Christmas lights to be included on next agenda following inspection. Discussion around football competition at the recreation ground in the summer. Damage in the subway has been reported by the Clerk to Highways England and Spring cut of central reservation has been scheduled. Increase

in litter around the village. Add grit bin on next agenda.

Proposed by Cllr Witter seconded by Cllr Lloyd to extend meeting my 20 minutes.

276/20-21 Confidential matters

The council resolved to move into closed session.

It was proposed by Cllr Miller seconded by Cllr Lloyd to proceed with taking on the village hall lease. Clerk to finalise costs, further advice and speaking with committee and trustees.

277/ 20/21 Date of the next meeting

The meeting unanimously resolved that the next Parish Council meeting will be held on Wednesday 7th April 2021 via zoom at 7pm.

The meeting closed at 21.56pm.

Signed _____ Chairman Date _____

Cheques signed in March			
to whom		amount	cheque number
Lindsay Foster	salary	****	204237
WCC	pension contributions	****	204238
Beverley Whiting	prescription collections	£7.56	204239
Craig Smith	Handyman services	£299.00	204240
Parish online	mapping subscription	£120.00	204241
Smiths of Derby	Clock service	£258.00	204242
Lukasz Dawidowicz	bus shelter and window cleaning	£164.00	204243
HMRC	contributions last quarter	£275.36	204244
Lindsay Foster	mileage	£16.41	204245
SLCC	training course	£36.00	204246
direct debits			
BT	taken on 28th February	£83.98	office phonenumber and internet
Eon	taken on 8th March	£14.13	pavilion electricity
microsoft	taken on 8th March	£5.99	laptop subscription
eon	taken on 16th February	£438.36	street lighting electricity
zoom	taken on 1st March	£14.39	meeting platform subscription
ebay	paid by card taken on 1st March	£82	hi vis for PC volunteers