

**The Civil Parish of Ryton on Dunsmore**  
**Minutes of the meeting held on Wednesday 4<sup>th</sup> May 2022 at the Village Hall at 7.00pm**

At 7.22pm the Chairman opened the meeting.

Present:

Councillors: Sam Smyth, Kam Bahra, Stuart Tetlow, Bob Jones, Rachel Nicholson

Mr Ian Castledine - Prologis Liaison

Three public

Miss Lindsay Foster (Clerk)

**Annual Parish Council Meeting**

**41/22-23 Election of Chairman**

Cllr Witter was proposed by Cllr Tetlow and seconded Cllr Jones. There being no further nominations it was unanimously resolved:

*That Cllr Witter be duly elected Chairman of the Parish Council for the year*

**42/22-23 The Chairman's Declaration of Acceptance of Office**

The Chairman will sign the declaration of acceptance of office with the Clerk.

**43/22-23 Apologies for Absence**

Councillors Miller, Cllr Witter, Cllr Lloyd, Cllr Henry, and Cllr Elden may arrive late

**44/22-23 Election of Vicechair**

Cllr Tetlow nominated Cllr Tetlow as vice chair, seconded by Cllr Nicholson agreed by all present.

A secondary Vice Chair will be discussed at the next meeting.

**45/22-23 Declarations of interests with regard to items on the agenda**

None

**46/22-23 Dates of and Venue for Council Meetings for the Year**

**Resolution** proposed Cllr Tetlow, seconded Cllr Bahra

*The Council resolves to usually meet on the first Wednesday of the month at 7pm in the Village Hall, but not to meet in August and the January meeting to be set using RBC timeframes to set precept. Unanimous*

**47/22-23 To appoint co-ordinators.**

The following appointments were made and resolved en bloc:

Proposed by Cllr Smyth seconded by Cllr Jones agreed by all present.

**Unanimous**

Police Liaison	Cllr Bahra
Allotments	Cllr Jones
Litter picking	Cllr Nicholson and Cllr Lloyd
Newsletter	discuss at next meeting
Commercial organisations liaison	Chairman and Vice Chairmen
Ryton Water Meadow	Cllr Smyth and Cllr Henry
War Memorial	Cllr Lloyd
Orchard	Cllr Henry
Cemetery Field Management	Cllr Witter and Cllr Miller
Pavilion Upgrade	Cllr Witter and Cllr Smyth
Flag (holder & raising of flags)	Mrs B Harris and Cllr Henry

**48/22-23 Planning Applications**

Planning applications will usually be distributed to all Members for comment by email with a URL link, Councillors should 'reply all' with their comments.

**Planning responses delegated powers**

**Resolution** proposed Cllr Bahra, seconded Cllr Nicholson

*The Meeting resolved that the delegated power to respond to planning and licensing applications will be with the Clerk. Unanimous*

**49/22-23 Disciplinary and Grievance Panels**

Disciplinary and Grievance Panel Chairman (the chairman is independent of panels and oversees procedure - Cllr Witter

Disciplinary and Grievance Panel – Cllr Jones, members Cllr Nicholson

Disciplinary and Grievance Appeals Panel – Chairman Cllr Tetlow, members Cllr Miller and Cllr Smyth

Proposed by Cllr Bahra seconded by Cllr Nicholson agreed by all present.

**Unanimous**

**50/22-23 Key holder and signatories for the notice boards.**

Mrs B Harris (6 High Street) and the Clerk will be the key holders for the notice board and that all councillors, Mrs B Harris, the Clerk, and all Councillors would be signatories for notices that comply with Parish Council policy. Councillors contact details are stated on the notice boards. To discuss noticeboard responsibilities next month.

**51/22-23 To appoint Representatives to Sit on Outside Bodies**

Village Hall Trust Committee Council Representative – Cllr Nicholson

Proposed by Cllr Smyth seconded by Cllr Jones agreed by all present.

**Parish Council Meeting**

**52/ 22-23 Reports from other bodies**

DC9 is now watertight and car park is almost completed.

The village hall requires more maintenance and more members to join the committee. The Parish Council will arrange a meeting to meet with the committee. The bank account has been set up but there are 3 more forms to be completed. The wasp nest is being investigated. Looking into replacing ceiling tiles as one has been broken, trying to source new tiles.

It has been reported that there has been an increase of thefts from vans. When following this up with Police there have been no reports. If you have been a victim of a theft, you must report this to the Police and will allow them to build a picture of issues within the area.

**53/ 22-23 To approve minutes of the last meeting**

Proposed by Cllr Jones, seconded by Cllr Tetlow agreed by all present.

**Unanimous**

**Finance**

**54/22-23 To approve payments to be made**

Proposed by Cllr Smyth seconded by Cllr Bahra agreed by all present

**Unanimous**

**55/22-23 Bank reconciliation**

Noted

**56/22-23 To approve purchase 6 Sim cards for CCTV**

Proposed to use multinetwrok sims which will connect to best network available. Proposed by Cllr Jones seconded by Cllr Nicholson agreed by all.

**Unanimous**

**56/22-23 To approve purchase play area signage £90**

Proposed to purchase from signs express at cost of £90. Proposed by Cllr Smyth seconded by Cllr Nicholson agreed by all present. **Unanimous**

**57/ 22-23 To approve ICCM membership £95**

Proposed by Cllr Jones seconded by Cllr Smyth agreed by all present. **Unanimous**

**58/22-23 To approve installation of replacement bin A45**

Proposed to replace bin if required or site existing bin if possible. Proposed by Cllr Jones seconded by Cllr Smyth agreed by all present. **Unanimous**

**59/ 22-23 To discuss and approve price of new allotment plots**

Proposed to charge £12 per plot. Proposed by Cllr Jones seconded by Cllr Smyth agreed by all present. **Unanimous**

**Items for this meeting**

**60/ 22-23 Play Equipment renovation and report**

Works have started, all equipment has been removed and concrete has been dug out. The site is being kept tidy. The completion date will be May 27<sup>th</sup>. Propose to liaise with school for reopening of play area by May King and Queen, invite Borough Councillors and Rugby Advertiser.

**61/ 22-23 Water Meadow**

Further planting at the water meadow of a new jubilee hedge.

**62/ 22-23 Noticeboard replacement schedule**

Noticeboards to be replaced in the summer. (Leamington Road and Oxford Road)

**63/ 22-23 To discuss allotment issues**

Deer accessing site. Add improvement to fencing to agenda next month

**64/ 21-22 The Pavilion**

Awaiting quotation for pavilion works

**65/ 22-23 The orchard**

No update

**66/ 22-23 Land at Provost William School**

Consultants have been engaged await update from Warwickshire County Council.

**67/ 22-23 Burial Ground**

No update

**68/22-23 Queens Jubilee celebrations**

No celebration. Medals have been bought and Clerk will deliver to the school.

**69/22-23 Handyman**

Handyman will refurbish noticeboard outside the village hall.

**70/22-23 To discuss planting of memorial trees within the village**

To discuss next month (June).

**71/ 22-23 Report of the Chairman**

none

**72/ 22-23 Member reports**

none

**73/22-23 Confidential matters**

Proposed by Cllr Tetlow to move into confidential Matters agreed by all. **Unanimous**

**Clerk Salary**

Proposed by Cllr Tetlow to increase clerk salary to scp28 seconded by Cllr Jones agreed by all.

**Unanimous**

**74/ 21/22      Date of the next meeting**

*The meeting unanimously resolved that the next Parish Council meeting will be held on Wednesday 1<sup>st</sup> June at the village hall at 7pm.*

**The meeting closed at 20.43pm.**

Signed \_\_\_\_\_ Chairman      Date \_\_\_\_\_

Payments to be made in May			
to whom			
Lindsay Foster	salary	****	204390
WCC	pension contributions	****	204391
K Oliver	vh cleaning	£266.00	204392
Craig Smith	handyman	£455.00	204393
HMRC	tax and ni contributions	£77.69	204394
Lfoster	expenses	£87.65	204395
ICCM	membership	£95.00	204396
waterplus	allotment water supply	£49.84	204397
D biddle	village hall expenses	£32.86	204398
S witter	expenses	£42.84	204399
direct debits			
BT	taken on 28th April	£112.54	office phonenumber and internet
microsoft	taken on 7th May	£5.99	laptop subscription
PEAC	taken on 22nd may	£120.00	photocopier lease
Eon	taken on 21st apr	£101.58	pavilion electricity
bank card			
trophies plus medals	medals	£320.00	
tsohost	domain renewal	£25.02	