Dunchurch Parish Council
Dunchurch Community Library
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The Minutes of the Ordinary Meeting of Dunchurch Parish Council that took place on Monday, 13th March 2023 in Dunchurch Community Library, commencing at 7.00 pm.

Present: Cllrs Tracey Price (Chair), Jan Gee-Russell, Cara Martin, Gary Sly, Ian Grogan, Matthew Vaughan, and Simon Bailey. The DPC RFO, Becky Maoudis was present and Gill Peacock, Temporary Clerk was present virtually via Teams.

4 Members of the public were present.

Cllr Price welcomed everyone to the meeting and went through the various instructions and procedures for the meeting and read out the following notice: ***Photographing, reporting, recording, filming, or transmitting the proceedings of a meeting may occur and therefore all persons participating in the meeting should be aware that such recording, reporting, or filming may take place. Members of the public attending the meeting (but are not participating in the meeting) who do not wish to be filmed or photographed in the meeting must state this at the start of the meeting. If members of the public do not wish to be filmed or recorded, they must sit in a designated area away from the recording equipment.***

PUBLIC PARTICIPATION SESSION

- A member of the public said that he had brought up this subject before and that sadly, there was a resident in Dunchurch, who attended the DPC meetings who continually bullies the Parish Clerk, Gill Peacock. He is constantly criticising and belittling her and he could not understand what this person's motives are. Perhaps the person could explain what he is trying to achieve because it comes down to harassment and bullying and it does have an effect on Gill Peacock's health. There is also the constant criticism of Dunchurch PC and considering that the Cllrs are all volunteers, would this person not stand up and have the courage to declare why they are doing it and what are their motives are. Then there could be a line drawn under it, but there is constant drivel and inuendo and trying to imply that there are some nefarious activities going on which makes no sense at all. The member of the public said that he was trying to highlight this issue and if the individual could explain what their reasoning was that would be helpful.
- Cllr Price said that the DPC were aware of the situation and the libellous comments which had been made on social media. She went on to say that things had been sent to the DPC by members of the parish who think that it is disgraceful as well. The DPC were seeking advice and the bullying and harassment of Gill Peacock is completely unwarranted. The DPC were taking every action that they could to protect the Clerk and her home life from this individual because that affects all of her life. Cllr Price went on to say that Gill Peacock was a fully experienced and qualified Clerk, and she has done nothing underhand to warrant this behaviour and she could not understand why this was happening.

- The member of the public who had spoken in the paragraph above said that he also wished to point out that there has never been an issue with the Clerk before for any of the Parish Councils she had worked for and it had been the complete opposite from members of the communities that she had been involved with.
- A Parishioner also pointed out that, in support of the Clerk, the majority of the people that she spoke to in the Village also regard Gill Peacock as a really competent and excellent Clerk and who were very grateful that she was the Clerk. Why this individual would want to destroy that and her, she had no idea and she felt that it was interesting that the individual concerned, who was present at the meeting, has nothing to say. Cllr Price thanked the resident and said that all comments and support were noted.
- A Parishioner said that he had noted that the minutes dated 13th February 2023 did not record the virtual presence of the Clerk.

MINUTES

1. **Apologies**.
   Apologies were received and accepted from DPC Cllr Howie Marsh who is working abroad and Cllr Marlow who was unable to attend. RBC Cllrs Peter Eccleson and Deepah Roberts, together with WCC Cllr Howard Roberts were also not present and sent their apologies.

2. **Declarations of Interests and Dispensations.**
   There were no Declarations of Interests reported, other than Cllr Price declaring that her expenses were on the Payment Schedule.

3. **Reports from Rugby Borough Councillor and Warwickshire County Councillor.**
   There were no reports from either RBC Cllrs, or WCC Cllrs as they were not able to attend the meeting due to prior commitments.

4. **Minutes of the Parish Council meeting which took place on 13th February 2023.**
   Cllr Price asked if the DPC Cllrs accepted and agreed with the minutes dated 13th February 2023. **It was RESOLVED that the Minutes of the meeting on 13th February 2023 were confirmed as a true record and could be signed by the Chair. This motion was proposed by Cllr Tracey Price, seconded by Cllr Bailey and carried unanimously.**
   Cllr Martin asked whether the DPC should add on the correction to the minutes that the Parishioner had pointed out above i.e., that the Clerk was not listed with those present at the meeting on 13th February. The Clerk responded and said that she would make a note in the minutes of 13th March.

5. **Clerks Report of Activities since the last DPC Meeting, including any appropriate correspondence.**

- The Clerk reported that she had been copied into an email on 7th March 2023 from WCC, Street Lighting regarding the installation of several ANPR cameras on lamp columns in Dunchurch. Dunchurch PC owns two of the lamp columns on Coventry Road which are due to have ANPR cameras installed and WCC own the remaining lamp columns. Solent Streetworks Consultants, on behalf of Anchor Group, who are working for Tritax Symmetry have been in contact several times requesting Dunchurch PC approval for the installation of the ANPR cameras. The Clerk reported that she had sent an email requesting further information from Solent this morning and she had received a reply back from them just now. The Clerk said that she appreciated this item was on the agenda, but unfortunately, there was no time to include it this month and she had

been given a deadline of Friday, 24th March for the DPC response and if this was not received, this part of the project would be suspended.

- Cllr Sly said that the works could not be suspended as they were part of the Conditions of the Planning Application. He went on to say that the works may be delayed but they cannot be suspended.
- Cllr Price pointed out that the DPC could not make a decision tonight as it was not an item on the agenda and there were still some outstanding questions that Solent had not answered, such as the split of electricity from the lamp column and the ANPR camera. She went on to say that ANPR cameras were a great tool, but more information was required.
- Following a brief discussion, Cllr Bailey said that as he was in the industry, he would make contact with Solent and explain the situation to them.

6. **Dunchurch NDP – Update**

- Cllr Price reported that she was waiting for one more response from a consultant regarding a quote.
- Ms Maoudis, the RFO said that she had been in touch with Locality and the DPC had received the sum of £9,000, and they had underspent by just under £3,500, so had paid the amount back to Locality.
- Ms Maoudis also said that she had spoken to Locality and if the DPC could look at allocating sites, or development design codes, they would be eligible for a further £18,000, minus the amount already granted. She went on to say that next year's programme had not been confirmed by central government, although there is likely to be a programme, however this will not be confirmed until early April.
- Ms Maoudis said that she had had a chat with two consultants, and one was full to capacity, so introduced her to another consultant who may be able to help, but their representative was away until the end of March, which would work well as the DPC would not be ready until April. Cllr Price thanked Ms Maoudis for all her hard work and for her report.

7. **Planning – Applications received from RBC.**
   See attached Appendix for up-to-date information.

8. **To report requests for information & FOI Requests.**
   Cllr Price asked the Clerk if any FOI's had been reported and the Clerk said nothing had been received.

9. **To approve a quote received for the long-term maintenance & protection of the Lord John Statue at a cost of £1,588.00**

- The Clerk reported that Cllr Marsh had sent an email to Cllrs and said that given the spend (above £1K but below £3K), the DPC will need to try to obtain alternative quotes. Cllr Marsh had also said that the DPC are not obligated to do so and given this is a very specific skill set, it might be a bit tricky obtaining comparative quotes. Cllr Marsh suggested that the work be agreed, but we will look to source additional quotes and should none be received within four weeks then the spend suggested above is approved to go ahead.
- The Clerk went on to say that she had approached two additional registered Conservators, but they had not responded further with any quotes.

- Cllr Price asked if the ownership of the Statue had been clarified and the Clerk said that to her knowledge, no one had acknowledged ownership. Cllr Price said that this needed to be established prior to any works being carried out and she understood that there was paperwork in the drawers in the parish office which might help. She went on to say that other community groups may wish to contribute towards the cost of the work, however she understood that the DPC had a duty of care for Lord John and the Butter Cross (Market Square memorial). The Clerk agreed to look into the matter further.
- The Clerk read out Cllr Marsh's email again and asked if the DPC would approve the amount of £1,588, excl VAT, only and not the specific contractor.
- There followed a lengthy discussion regarding the responsibility for maintenance and the ownership of the Statue. Cllr Price indicated that the Statue had been donated and there were paper records indicating this.
- A Parishioner was asked whether he had any knowledge of whom owned the Statue and he said that he believed it was WCC. Cllr Martin agreed to look into this situation further with WCC.
- **Cllr Price proposed that the DPC defer this item until further information was available. It was RESOLVED that this item be deferred. This motion was seconded by Cllr Vaughan and carried unanimously**.

10. To Appoint Nominated Trustees on behalf of Dunchurch PC for Dunchurch Sports field & Village Hall: Mr Keith Protheroe and Mr Phill Freeman.
It was RESOLVED that Messrs Phil Freeman and Keith Protheroe continue to be the DPC nominated trustees for Dunchurch Village Hall and Sports Field. This motion was proposed by Cllr Price, seconded by Cllr Martin and carried unanimously.

11. Speeding, dangerous driving & traffic in & around Dunchurch.
Cllr Vaughan reported that he and Cllr Sly had written five or six times since January to RBC Cllr Peter Eccleson, Howard Roberts and Deepah Roberts but had not received any replies. Cllr Vaughan said that he would make contact with them all again.

12. To consider the appointment of an Internal Auditor for the year 2022/2023.
Ms Maoudis, the RFO said that she had been in contact with Bill Williscroft, who is on the WALC list of approved internal auditors, and he had agreed to carry out the IA for Dunchurch PC, at a slight cost increase to last year. Cllr Price said that the previous IA had been told to cut his work load down and not for any other reason, so he was unable to do the IA this year. **The Clerk agreed to contact him to advise him of the situation. It was RESOLVED that Mr Williscroft carry out the IA for Dunchurch PC. This motion was proposed by Cllr Price, seconded by Cllr Sly and carried unanimously.**

13. To ratify Dunchurch PC's Policies: Dunchurch PC Code of Conduct, GDPR Consent Form & Privacy Statements, Grant Application Form & Terms & Conditions ***(previously circulated)***
Cllr Price advised that the policies had been circulated and **it was RESOLVED that they were accepted. This motion was proposed by Cllr Price, seconded by Cllr Vaughan and carried unanimously.**

14. Discussion over how the DPC can commemorate the King's Coronation - update.
- Cllr Martin agreed to upload a social media post asking members of the public whether they had any ideas on how to celebrate the King's Coronation.
- Cllr Grogan said that he had been asked to be a liaison between the DPC and Friends of Dunchurch Society (FODS) as he was not able to be a trustee. He went on to say that FODS are doing an awful lot and had organised a number of

activities. There will be gazebo's, lighting of the beacon, drum majors, music and singing, together with activities for the children.

- Cllr Grogan said that he was due to attend a meeting with FODS and that they had requested a small donation from the DPC for the pipe major. Cllr Grogan said that he thought that the programme looked really good and that FODS had put a lot of effort into creating it. Cllr Grogan asked whether the DPC wanted to do something separate and more permanent. Cllr Price advised that the DPC had received a request that an inscription be included on the Butter Cross (Market Cross) to commemorate the King's Coronation in a similar way to the inscription for the Queen's Coronation. Cllr Grogan said that he felt it would be a good piece of social history if that were to go ahead. Cllr Price went on to say that the DPC also need to establish ownership of the Butter Cross.
- Cllr Vaughan said that if the Beacon were to be lit, permission was required from RBC and Ms Mauodis mentioned that the King may not want Beacon's to be lit and that there were protocols to follow. Cllr Price asked Cllr Grogan to mention this to FODS. Cllr Grogan said that a tremendous amount of work had gone into all the activities etc., which were planned for the Coronation, by FODS.
- Cllr Martin said that the school would be involved and she should hear something from the head prior to the end of term. The head had confirmed that he would link the DPC with the school as much as he could.
- Cllr Price asked the Clerk whether she could look into the ownership of the Butter Cross.

15. To discuss & if appropriate approve a Grant to Art in Dunchurch of no more than £500.

- Cllr Price advised that the DPC had received a grant application from Art in Dunchurch for £500.00. Cllr Martin said that she felt that the DPC needed to be cautious, whilst the DPC wants to support Art in Dunchurch, they received a grant last year of £700.00 and under the terms and conditions of the Grant Application, it suggests that the DPC do not fund anything that is on an annual basis and that it is only a one-off grant. Cllr Price asked if there was anything that the DPC could do to support Art in Dunchurch as using the Library had been mentioned and perhaps the DPC could think about not charging any rental fee for its use ?
- A Parishioner who was attending the meeting in support of the Grant said that she agreed with Cllr Martin and that initially there was an initial outlay for items that can be used again in years to come. However, they felt there may not be a need to use the library as the project was growing and there were a number of international artists involved in 2023. They went on to say that last year the footfall was over 1,000 and they were hoping that number would increase. They also said that it made Dunchurch a hub of creative activity and cultural entertainment for all genres and ages to appreciate.
- There followed an in-depth discussion about whether the DPC could fund a grant on an annual basis and the consensus of opinion was that the DPC could not, however much they thought it was a fantastic project and they would like to support it but couldn't. Cllr Price said that the DPC would put notices in the Library, upload social media posts, place advertisements on notice boards etc.
- **It was RESOLVED that Dunchurch PC reject the grant for Art in Dunchurch. This motion was proposed by Cllr Martin, seconded by Cllr Sly and carried unanimously. It was also agreed that the DPC offer any support in anyway they can other than funding the grant.**

16. Finance – See attached Payment Schedule

- **To approve payments to be made.**
- Ms Maoudis reported that all of the Cllrs had received a copy of the Payment Schedule, which had been uploaded on to the DPC web site.

- Ms Maoudis advised that two more payments had come in and one payment was to pay back the grant that WCC had given the DPC for the RFID machine. As the DPC did not use the funds, they had been asked to refund the monies. The other one was for FODS for the printing and distribution of the village magazine, although this would be the last time that the DPC would submit an article. Ms Maoudis asked Cllrs to authorise the two additional payments as well as those listed on the payment schedule.
- Ms Maoudis also mentioned the ongoing issues with Total Energies who had taken two large payments of over £9,000 each, which did not tally with the Edge IT finance system or any invoices that the DPC had received. Ms Maoudis went on to say that she had taken advice from Edge IT on how to handle the situation, so that the information on the finance package agreed with the invoices etc. Apparently, now Total Energies have credited the DPC with both payments, however, Ms Maoudis said that she was resolving the issues.
- **It was RESOLVED that all payments listed on the Payment Schedule be approved, together with the two additional payments to WCC and FODS. This motion was approved by Cllr Price, seconded by Cllr Gee-Russell and carried unanimously.**

- **To discuss the necessity to purchase a fire/waterproof safe for important documents.**
  The Clerk said that she was still looking at the best model, but they were really expensive. She agreed to report back, or consider the cloud.

17.Private Session
There are no items to be discussed in private session.

Date of the next Dunchurch Parish Council Meeting and Date of Annual Parish Assembly: 24th April 2023.

The meeting closed at 8.56pm.

PLANNING APPENDIX

Application No	Address	Proposal	Comments & Due Date
R22/0036 R22/0193	Gemini, Southam Road. Dunchurch Park Hotel	www.planningportal.rugby.gov.uk www.planningportal.rugby.gov.uk	Approved Refused
R22/0644	Gemini, Southam Road	Erection of two new dwellings	25.07.2022
R22/0803	Zone C, Land North of Coventry Road, Thurlaston	Erection of 2 buildings within Class B with ancillary use, etc. Approval of reserved matters (access, appearance, layout, scale & landscaping) relating to R16/2569.	01.09.2022
R/0654	Land Adjacent to Homestead Farm, Coventry Road	Residential Development comprising 4 detached dwellings, garaging, access road and associated works (Outline – access only)	02.09.2022

R22/0853	Land North of Station Farm Cottage, London Road	Outline application for: Residential development of up to 350 dwellings (Use Class C3); provision of open space, including means of access to the site (not internal roads) and associated works, with all other matters (relating to access, appearance, landscaping, scale and layout) reserved.	**22.10.2022**
R22/0928	Land North of Dunchurch, South of Bilton	Full planning application for the delivery of an all-traffic single carriage way link road (the Homestead Link Road) etc.	**22.10.2022**
R22/1073	Ellesmere, Southam Road	Construction of 2 new dwellings fronting Sandford Way in the rear gardens of Ellesmere, Langdale & The White House	**07.12.2022**
R22/1259	34 Lime Tree Avenue	Erection of single storey garage.	**21.12.2022**
R22/1302	3 Cawston Lane	Demolition of existing garage and erection of a single storey rear and two storey side extension with replacement joinery and render to existing dwelling.	**12.01.2023**
R22/1284	18 Southam Road	Two storey rear extension	**24.01.2022**
R22/1337	Land at rear of 1 & 3 Bilton Lane	Erection of two new detached dwellings, vehicular/pedestrian access, associated parking & works.	**01.02.2023**
R23/0006	Homestead Farm, Coventry Road	Four Detached dwellings	**01.02.2023**
R23/0149	Loughrigg, London Road	Single storey side & rear wrap around extension	**27.02.2023**
R23/1237	Inglenook, Coventry Road	To replace existing kitchen window with French windows of same width in an existing 1970 flat roof extension.	**17.03.2023**
R23/0020	6 Waring Way, Dunchurch	Front flat roof changed to hipped roof over porch & garage. Addition of Parapet wall & roof lantern to rear flat roof. Replacement windows & doors. Relocate kitchen door to rear elevation from southeast side. Enlargement to first floor window on northwest elevation. Installation of a wood burning stove with external flue.	**23.03.2023**
R23/0257	61 Lime Tree Avenue	Erection of single storey wrap around garage for car parking & gym, and relocation of vehicle access with electric gates.	**24.03.2023**
R23/0235	Cawston House, Thurlaston Drive	Erection of 5 extra care cottages at Lime Tree Retirement Village.	**27.03.2023**

Payment Schedule (See attached Document)