



Dunchurch Parish Council  
Dunchurch Community Library  
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**Meeting of the Parish Council held on Monday 11<sup>th</sup> December 2023 at Dunchurch  
Community Library commencing at 7pm**

**DRAFT MINUTES**

**Councillors Present:** Cllr Grogan (Chair), Cllr Coomber, Cllr Gee-Russell, Cllr Sly, Cllr Vaughan and Cllr Martin

**Staff Present:** Amy Cavendish (Clerk), Becky Maoudis (RFO)

Six members of the public attended the meeting.

**Resolved: To appoint Cllr Grogan as the Chair of the meeting.**

**23.052 Apologies**

Apologies were noted from Cllr Price, Cllr Marsh, Cllr Marlow and Cllr Waller

**23.053 Declarations of Interests and Dispensations**

Cllr Grogan declared an interest in Planning Application R22/0654.

**23.054 Reports from Rugby Borough Councillor and Warwickshire County Councillor**

Cllr Keeling attended the meeting and confirmed that he had spoken to the Mayor's Office regarding a visit during the D Day Event. Cllr Keeling also asked if the Parish Council would like to complete a 'walk about' to identify issues within the Parish.

**23.055 Approval of the Minutes of the Dunchurch Parish Council Ordinary Meeting from 13<sup>th</sup>  
November 2023**

**Resolved: To accept the minutes dated 13<sup>th</sup> November 2023.**

**23.056 Clerks Report of Activities including any appropriate correspondence**

The Clerk reported correspondence regarding decorating the Parish Noticeboard received prior to commencement of the role. The correspondence will be recirculated.

**23.057 Planning**

Planning responses and decisions were noted.

**23.058 To report requests for information and FOI Requests**

No requests for information.

**23.059 Speeding, dangerous driving and traffic in the parish**

A meeting is planned on Monday 18<sup>th</sup> January to discuss highways issues with Rugby Council.

**23.060 Community Use of Parish Land**

The Clerk outlined the proposals going forward to regularise use of Parish Land by any party. It was agreed that a policy would be drawn up to formalise use.

**23.061 New Website Content and Design**

The Clerk provided an update on progress with the new website. Cllrs were asked to provide ideas and content for the website.

**23.062 Tree Inspections**

**Resolved: To instruct Eden Trees quote of £495 + VAT for a tree inspection and one off cost of £40 for tree tags.**

**23.063 Library Redevelopment**

**Resolved: To instruct FG Library and Learning to refurbish the Children's Library at the cost of £11,121.00 + VAT**

**Resolved: To purchase a new Epson Workforce WF Inkjet Printer for the cost of £194.08 + VAT**

**Resolved: To instruct Webb Computer Services to complete a data wipe staff laptops at the cost of £120 per laptop.**

**23.064 D-Day Commemoration**

Cllr Grogan reported that he had held a positive meeting with the Friends of Dunchurch Society regarding the D-Day Commemoration. It was agreed that a wider meeting would be set up with interested parties.

**23.065 Finance**

**Resolved: To approve the payments listed in Appendix One**

**Resolved: To approve the RFO apply for a Debit Card for use by the Parish Council in accordance with the Financial Regulations.**

The RFO provided Councillors with a draft budget and summarised the proposed budget for Councillors.

**23.056 Private Session**

No private session was held.

The meeting closed at 7.45pm.