



Dunchurch Parish Council
Dunchurch Community Library
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DRAFT MINUTES

Meeting of the Parish Council held on Monday 10th June at Dunchurch Community Library commencing at 7.00pm

Councillors Present: Cllr Grogan (Chair), Cllr Sly, Cllr Vaughan, Cllr Martin, Cllr Price

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

Resolved: To appoint Cllr Grogan as Chair for the meeting

Cllr Coomber attended the meeting online but was unable to vote during the meeting.

A member of public asked questions regarding planning applications. It was confirmed that this would be addressed during item 24.078. The member of public enquired regarding traffic monitoring equipment in the village. It was confirmed that this was a traffic volume survey separate to the speed monitoring survey.

24.073 Apologies

Resolved: To accept apologies from Cllr Russell, Cllr Marsh, Cllr Coomber.

24.074 Declarations of Interests and Dispensations

Cllr Sly noted his interest in Dunchurch Park Hotel.

24.075 Reports from Rugby Borough Councillor and Warwickshire County Councillor

Cllr Jon Keeling reported Homestead View Community Event has been delayed until September. Once an official date is received Cllr Keeling will pass it on to the Clerk.

Cllr Dale Keeling welcomed applications to his County Council Delegated Budget.

24.076 Approval of the Minutes of the Dunchurch Parish Council Ordinary Meeting from 8th April 2024.

This item was postponed.

Approved: To bring item 24.085 and 24.086 forward.

24.085 Finance

Consider a grant application to the Stan Bowley Trust

Councillors declined to grant the application to the Stan Bowley Trust as it did not fit with the Parishes Grant Application Policy.

Resolved: To approve the payments listed in Appendix Two

The RFO also informed Councillors of the WCC County Councillors Grant Fund and asked that Councillors submit any ideas for application to the fund. Cllr Grogan raised the potential of the Tritax Grant Funding working in conjunction with the WCC Grant Fund.

The RFO also confirmed with Councillors that they were happy to pay for the boundary of the Church and adjoining residents to be cut back.

24.086 Audit

Councillors noted the Internal Audit Report.

Councillors noted the Statement of Variance and Bank Reconciliation.

Councillors noted the dates of the Exercise of Public Rights at 18th June to 29th July 2024.

Councillors noted the updated Asset Register

24.087 Annual Governance Statement

Resolved: To approve the Annual Governance Statement by resolution in advance of approving the account statement.

24.088 Account Statement

Resolved: To approve the Account Statement prior to submission to the external auditors.

24.077 Clerks and RFO Report of Activities including any appropriate correspondence

The Clerk did not have any Activities or Correspondence to report.

24.078 Planning

Approved: To object to application R24/0405 - Dunchurch Park Hotel, Rugby Road, Dunchurch, CV22 6QW for Variation of Conditions 1 and 2 of R22/0193 Appeal Decision (for planning permission for ancillary accommodation comprising 40 cabins on a temporary basis for 18 months) to allow the temporary siting and occupation of the accommodation cabins for a further three years.

24.079 To report requests for information and FOI Requests

The Clerk reported that one FOI Request was received regarding the selection of the Village Hall Trustees. The information had been provided.

24.080 Speeding, dangerous driving and traffic in the parish

Cllr Vaughan confirmed that the survey had been completed and that the Council were awaiting the data.

Cllr Martin also informed the Council that the Scout Hut was opening to try to relieve some parking pressure at the school.

24.081 VE Day Commemoration

Cllr Grogan updated the Council on initial VE Day Commemoration plans. Cllr Vaughan will look to apply for a Road Closure for the event. The Clerk also confirmed that Pagentmaster Bruno Peek had been in contact to confirm the beacon lighting. The proposed date for the Commemoration is 10th May 2025.

24.082 Play Equipment at Arkwrights Field

Cllr Price reported that there were equipment repairs required at Arkwrights Field that include a step on the multiplay, crotch straps on the swings and gates closing too quickly.

Approved: To approve a quote of £118 + VAT for the replacement of crotch straps from Wicksteed.

24.083 Proposal to allow a Defibrillator to be located next to and powered by a street lamp in Dew Close.

Our Jay Foundation wished to move the defibrillator to outside the school gates on Dew Close to allow access 24/7.

Approved: To approve the siting of a Defibrillator on DPC's street lamp in Dew Close.

24.084 Lord St John Statue Repairs

The Clerk reported that the first round of repairs had been carried out at Lord St John Statue. The Clerk had discussed with the conservator the damage that the annual festive costume was potentially causing. The damage would be caused by the costume not allowing moisture to evaporate causing cracking and promoting an environment that would encourage moss formation due to lack of sunlight for a prolonged period. The conservator confirmed that he would apply a protective coating and that a protective covering may be beneficial.

23.089 Private Session

Approved: To hold a private sessions due to the confidential nature of the business about to be transacted.

23.090 To consider Job Descriptions for new Clerk and Community Hub Manager roles

Councillors reviewed and agreed Job Descriptions and Job Specifications for the Clerk and Community Hub Manager Roles. The Community Hub Manager information would be provided to WALC for salary grading.

The meeting closed at 8:32pm.