Dunchurch Parish Council
Dunchurch Community Library
School Street
Dunchurch
Rugby
CV22 6PA
Tel: 01788 817550
Email: clerk@dunchurchpc.org

**Minutes of the Ordinary Parish Council meeting held on Monday 11th November 2024 at Dunchurch Community Library commencing at 7.00pm**

**Councillors Present:** Cllr Coomber(Chair), Cllr Marsh, Cllr Sly, Cllr Grogan and Cllr Price.

**Staff Present:** Becky Maoudis (RFO and Interim Clerk)

There was one member of the public present.

**24.147 Apologies**

Apologies received from Cllr Martin, Cllr Gee-Russell and Cllr Vaughan.
**Resolved:** To accept apologies.

**24.148 Co-option of Councillor**

No further interest has been received for the two vacancies.
**Resolved:** To keep the item on the agenda

**24.149 Declarations of Interests and Dispensations**

No interests or dispensations.

**24.150 Approval of the Minutes of the Dunchurch Parish Council Ordinary Meeting from 14th October 2024**

**Resolved:** To approve the minutes of the Dunchurch Parish Council Ordinary Meeting from 14th October 2024.

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

Not present.

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

The Baptist church would like to hold an open air nativity on 1st December on the memorial outside St Peter's. The Church Insurance policy covers them for Public Liability Insurance up to £5 million and they are working on the risk assessment.

The decay detection survey on the Picus has been carried out. Eden Tree Surveys have also assessed the damaged tree on Arkwright Field. It is not high risk but they have recommended some remedial work is carried out (no charge on the inspection). Both reports to follow.

DRAFT

The clerk attended the WALC conference on Wednesday 6th November. The event was really well attended and included some useful workshops and networking opportunities.

RBC have requested a letter to claim the remaining S106 monies from Miller Homes application R15/1816 – land south of Coventry Road, north of Limetree Avenue. It is £7,325.32 for library facilities continuation towards increase running costs and furniture. The letter requesting the funds has been sent.

Residents from Earle Gardens have been in contact regarding a number of their streetlights not working. The streetlights have not yet been adopted and so are still the responsibility of the developer, Morris Homes. The faulty streetlights have been reported, by the clerk, to Morris Homes who have agreed to visit the site and rectify the faults.

The Parish Council have submitted three articles for the December issue of the Village Magazine.

The provisional date for the Annual Parish Meeting (APM) is Monday 3rd March 2025 at 6pm at Dunchurch Community Managed Library and Hub.

**24.153 Planning update**

New Applications

**Application No:** R24/0836
**Description:** Change of use of newsagent to flat.
**Proposal at:** 19 Rugby Road, Dunchurch.
**The Parish Council made no comment on the planning application.**

**Application No:** R24/0925
**Description:** Repositioning of stables, erection of new outbuilding with parking and home gym.
**Proposal at:** Windmill Farm Cottage, Windmill Lane, Dunchurch.
**The Parish Council made no comment on the planning application.**

**Application No:** R18/0995
**Description:** Residential development of up to 275 dwellings (Use Class C3); provision of open space, outline including means of access into the site (not internal roads) and associated works, with all other matters (relating to access, appearance, landscaping, scale and layout) reserved. Demolition of six silos and buildings referenced A-K.
**Proposal at:** Land adjacent to Cawston Spinney & Brickyard, South of Coventry Road, Cawston, Rugby.
**The Parish Council made no comment on the planning application.**

Determined applications

**Application No:** R24/0310
**Description:** Creation of spur road, amendments and extension to existing watercourse and associated landscaping (full application, area outside of site for outline application R16/2569).
**Proposal at:** North of zones C & D, Land North of Coventry Road, Thurlaston.
**Planning permission has been granted.**

DRAFT

**Application No:** R24/0311
**Description:** Creation of spur road, approval of reserved matters in relation to outline application R16/2569 (area within outline application site).
**Proposal at:** North of zones C & D, Land North of Coventry Road, Thurlaston.
**Planning permission has been granted.**

**24.154 Library update**

The library held a successful launch event for a book written by a local author.
Issues with parking, especially the disabled bay, have been raised by the volunteers.
**Resolved:** The clerk will look into establishing whether the disabled parking bay is statutory or discretionary. Cllr Sly will investigate enforcement options.

The candidate selected after the interview process accepted the role of Community Hub Officer and started on 15th October.

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

None received.

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

The speed monitoring data has been made available and Cllr Vaughan has produced a preliminary draft report and it should be noted that the data is being further reviewed for accuracy (appendices 1).
It was agreed that the clerk will request any speed and accident data held by Warwickshire County Council.
**Resolved:** The clerk will contact Warwickshire County Council to enquire what traffic calming measures are available to tackle the issue of speeding through the parish.

**24.157 VE Day Celebrations**

The plans for the VE Day celebrations are progressing well. There are lots of exciting events taking place with lots of support from village groups, businesses and schools.
The plans to close the carpark are ongoing.
**Resolved:** To agree for Rugby Borough Council to carry out the traffic management of the carpark closure at a cost of £1,038.73.

**24.158 Finance and administration**

**Balance brought forward from 30th September 2024** **£ 296,129.07**

**Payments to 31st October 2024**

| | | |
|---|---|---|
| Visibly Clear | Library cleaning | £ 120.00 |
| Rebecca Maoudis | Expenses for September | £ 79.14 |
| Darren Styles | Hours and expenses September | £ 596.70 |
| Total Gas & Power | Library September | £ 212.43 |
| Total Gas & Power | UMS September | £ 2,851.19 |
| BT | Parish telephone | £ 65.98 |
| Ionos Cloud Ltd | Email hosting | £ 18.00 |
| Water Plus | Water charges | £ 43.90 |

DRAFT

| | | |
|---|---|---|
| Gamma | Library telephone | £ 33.04 |
| AR Interactive | Website hosting | £ 94.80 |
| Rebecca Maoudis | October salary | [redacted] |
| Amy Cavendish | August 2023 salary | [redacted] |
| Pam Camilleri | October salary | [redacted] |
| NEST | Pension | £ 226.36 |
| John Fenwick Wilson | Milk for July | £ 19.80 |
| John Fenwick Wilson | Milk for August | £ 21.86 |
| John Fenwick Wilson | Milk for September | £ 23.92 |
| WCC | Auto door service visit 1 of 2 | £ 201.08 |
| WCC | Emergency attendance 18/09/24 | £ 51.12 |
| WCC | Staff toilet repair | £ 149.27 |
| Playsafety Limited | Annual play area inspection | £151.20 |
| Integra | Annual CCTV maintenance | £ 108.00 |
| ICO | Annual fee | £ 35.00 |
| Aldi | Library provisions | £16.20 |
| HMRC | PAYE & NI | £ 915.42 |
| | | £ 8439.02 |

Income:

| | | |
|---|---|---|
| | CCLA | £ 328.45 |
| | Library fines | £ 80.76 |
| | Library donations | £ 57.64 |
| | Christmas tree project | £ 21.00 |
| | HMRC | £ 5,952.51 |
| | Scottish Widows | £ 252.49 |
| | | £ 6,692.85 |

| | |
|---|---|
| Balance | £ 294,382.90 |
| Cooperative Bank | £ 64,382.90 |
| CCLA | £ 80,000.00 |
| Scottish Widows | £ 65,000.00 |
| Skipton | £ 85,000.00 |
| | £ 294,382.90 |

Payments to be authorised:

| | | |
|---|---|---|
| Rebecca Maoudis | Expenses for October | £ 67.44 |
| Darren Styles | Hours and expenses October | £ 849.70 |
| WCC | Replacement lantern LC10 | £ 467.45 |
| Parish online | Mapping software | £ 81.00 |

The invoices and payments received were noted. The finance report was reviewed and noted.
**Resolved:** To approve the payments to be authorised.

The clerk requested to join the Society of Local Council Clerks (SLCC) at a cost of up to £250.
**Resolved:** It was agreed that the parish council would fund the clerk joining the SLCC.

DRAFT

Dunchurch Sportsfield and Village Hall have requested a 50% contribution to the mowing of the field at the village hall. Councillors commented that this was an important facility for the residents and were happy to support the upkeep.
**Resolved:** To contribute 50% of the mowing for 2023 in the amount of £763.23.

Due to the recent national budget announcements the draft budget item was deferred to the next meeting.

There was some discussion regarding the Tritax Community Benefit Fund. The clerk has spoken to the Thurlaston clerk who confirmed that they can apply for £32,000 and the council are considering a few smaller projects. It was verified that Dunchurch Sportsfield and Village Hall have indicated that they would be supportive of a MUGA installation on their grounds subject to a formal business plan.
**Resolved:** The clerk contact DSVH to discuss the concept of installing a MUGA. The clerk to liaise with Tritax representatives regarding the MUGA project.

The 2024/25 Local Government Service Pay Agreement was noted. With effect from 1 April 2024, an increase of £1,290 (pro-rata for part-time employees) will be paid as a consolidated, permanent addition on all NJC pay points 2 to 43 inclusive. Backpay for employees who have left employment since 1 April 2024, if requested by the ex-employee.

**24.159 Appointments to outside bodies:**

There was discussion on the importance of Parish Council representatives on outside bodies representing the Parish Council.

a) Village Hall Trustee Vacancy

Cllr Sly spoke on the subject of Village Hall trustee representative and the need for the trustees to take an active role in the running of the Village Hall. None of the councillors present felt able to commit to the role of trustee for the Village Hall.
**Resolved:** To request a Village Hall trustee, representing the Parish Council, from the wider community. It was agreed that information would be shared on the noticeboard, social media and website. It was also agreed to keep the item on the next agenda.

b) Newcombe and Spier Almshouse Charity Vacancy

**Resolved:** Cllr Price would be nominated to represent the Parish Council on the Newcombe and Spier Almshouse Charity.

c) Dunchurch and Thurlaston Educational Foundation Vacancy

**Resolved:** Cllr Marsh would be nominated to represent the Parish Council on the Dunchurch and Thurlaston Educational Foundation.

d) Dunchurch and Thurlaston Community Trust

**Resolved:** Cllr Coomber would be nominated to represent the Parish Council on the Dunchurch and Thurlaston Community Trust.

**24.160 Local Nature Action Plan**

Cllr Gee-Russell has written an article for the Village Magazine to appeal to people for help with developing a Local Nature Action Plan (LNAP). Cllr Coomber and Cllr Gee-Russell are looking at developing a LNAP which has to be taken into account by the Local Authority when considering planning applications. Cllr Price suggested that they contact local schools for input.

DRAFT

**24.161 Update on tree trimming, The Square, Dunchurch**

Contacted three companies to quote on trimming the branches of the Red Oak overhanging the properties adjacent to the Stocks Green. One company visited the site and found the fruiting bodies of Meripilus at its base. Meripilus would not have been visible during the Summer months that the tress inspection survey was carried out). The presence of Meripilus means that the tree is stressed and may need to be felled.

As the tree is located within a conservation area a section 211 notice stating what works are proposed will need to be submitted.

RBC have confirmed that a visual assessment of the tree will be sufficient for the Section 211 should the council be minded to remove and replace the tree.

There was discussion on the possibility of carrying out a root excavation to check the extent of the damage but the Parish Council felt that the safety of the residents outweighed keeping the tree.

**Resolved:** The clerk to request the Arboricultural Officer from Rugby Borough Council visit the site for his opinion. The clerk to submit the section 211 notice and obtain three quotes to fell the tree.

**24.162 Annual play area inspection report**

The annual play area inspection report (circulated prior to the meeting) was discussed. There were two areas highlighted on the report as medium risk; the tread and some cracked welding on the junior multiplay. Some areas highlighted as low risk will be repaired by D Styles during the Spring months.

**Resolved:** The clerk to obtain quotes for the two repairs to the play equipment.

Meeting called to a close at 8.35pm.

**Date of the next Dunchurch Parish Council Meeting: Monday 9th December 2024**

DRAFT

# Dunchurch Parish Council (DPC)

# Traffic and Speeding Survey Update – November 2024

DRAFT

Appendix 1

Introduction

As a Parish Council, we are acutely aware of the concern our fellow parishioners share around the volume and speed of traffic moving through Dunchurch.

Tackling motorists who speed is critical, not just for our safety, but for the long-term preservation of our community. The DPC, like our fellow parishioners, firmly believe that being able to navigate safely through our village should be our right – not our privilege.

Action

Recognising these concerns, Dunchurch Parish Council engaged Warwickshire County Council to carry out a series of traffic speed and volume surveys over a two-week period during September 2024. These surveys covered the 30mph zones on Coventry Road, Daventry Road, Northampton Lane, Rugby Road and Southam Road. The following slides provide a summary of the data from those surveys.

*Note on the Data*

*The reader may note that the data categories appear to overlap (25-30mph and 30-35mph for instance). WCC have confirmed that at 25-30mph, the data only recognises traffic travelling up to 29.9mph. Likewise, for 30-35mph, the data covers traffic travelling between 30mph and 34.9mph.*

DRAFT

The surveys took place between the 9th and 22nd September 2024 on:

- Coventry Road
- Daventry Road
- Northampton Lane
- Rugby Road

and between 8th and 21st September 2024 on:

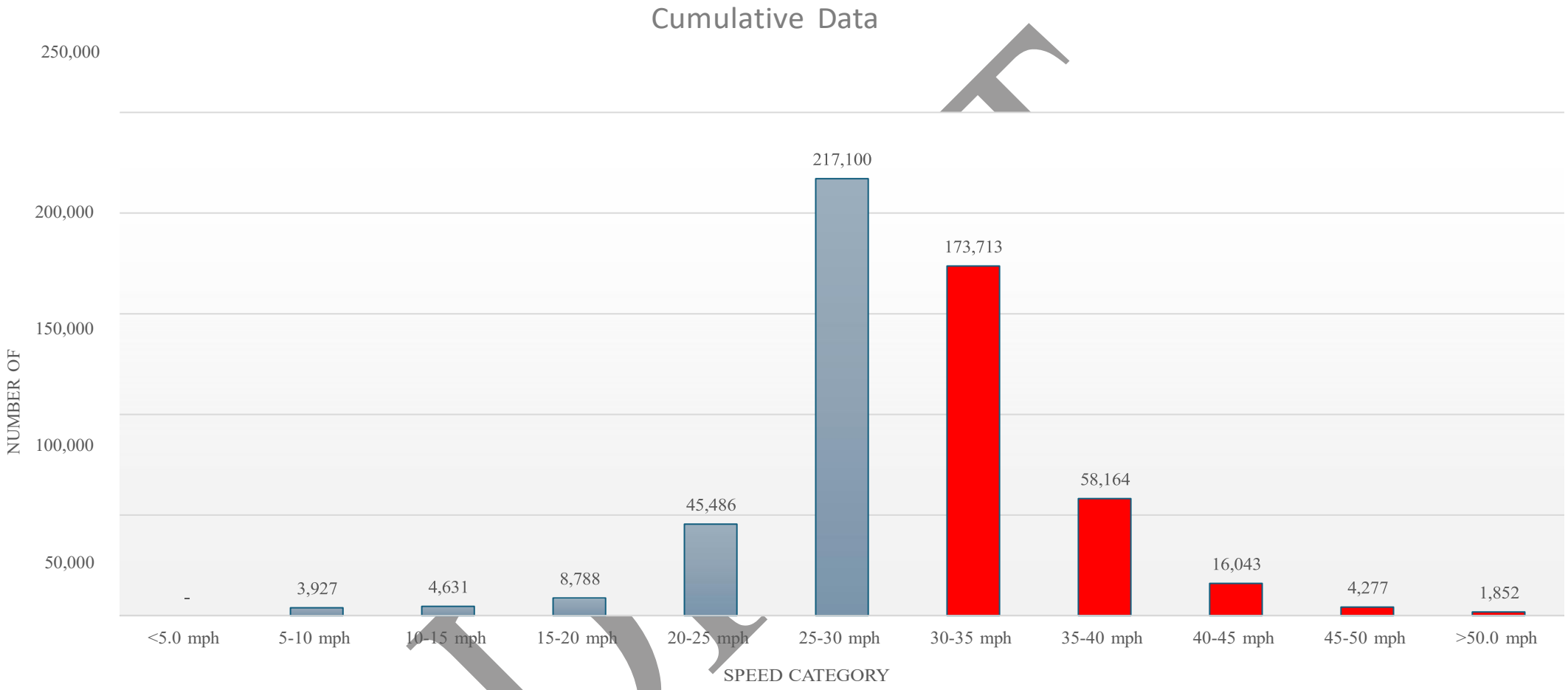
- Southam Road

DRAFT

# Key Statistics

- A total of 533,981 vehicles across the five roads were recorded during the two-week survey
- Of those, 254,049 vehicles, or (48%) we recorded doing 30mph and above
- 1,852 vehicles were recorded travelling over 50mph

DRAFT




- Total count below 30mph: 279,392 (52%)
- Total count at 30mph and above: 254,049 (48%)

DRAFT