

# PAILTON PARISH COUNCIL.

## Minutes of the Pailton Parish Council meeting held on 8th January 2007 at Pailton Village Hall, Pailton.

Present: Cllrs. A. Gillias (Vice Chairman & RBC) P. Morris-Jones (WCC)  
M. Hodge Dr. M. Barnett. D. Swindell

Five members of the public and two PCSOs were also present.

In the absence of a Chairman, the Chair was taken by the Vice Chairman, who welcomed everyone to the meeting.

AG reported the sudden death of Stan Tressler, a long-standing resident of Pailton. A one minute silence was observed by everyone present as a mark of respect for a popular and respected member of the community. MH asked AG to convey the Parish Council's sincere condolences to the family.

### **Open meeting.**

The PCSO distributed a report to members detailing 4 incidents of significance which had been investigated by Rugby Police within Pailton village – providing evidence that crime in the village was low. They gave a short talk, emphasising that all reports from the public were now being acknowledged and that the PCSOs were still showing a police presence around the villages despite our local PCSO, Ken Wyer, having been ill since Christmas. The two PCSOs, were thanked by the Cllrs for the report & their attendance and left the meeting at 7.40 pm.

The following faults were reported by a member of the public.

1. 2 x faulty streetlights in Brookside Close. Action: Clerk to report to ABB.
2. Hedge overgrown into road at Rugby Road. Action: Clerk to contact owner.

The open meeting closed at 7.45

### **113. Apologies**

The Clerk had received apologies for N. Campbell (RBC) who was attending another meeting. The apology was accepted by AG and seconded by DS.

### **114. Declaration of Interests.**

Cllr. A. Gillias declared an interest in planning matters, being a member of the Planning Committee at Rugby Borough Council.

### **115. Minutes of the meeting held on 4<sup>th</sup> December 2006**

The minutes had been circulated previously. DS proposed and AG seconded that the minutes were a true and accurate record of the meeting. This was agreed by all and the minutes were signed by A. Gillias as Acting Chairman.

### **116. Matters Arising.**

P31. The Clerk had written to A. Gabbitas and still awaiting his response.

P32.

Copies of the two responses from the local MPs re. issue of possible closures of rural Post Offices had been given to the sub-Postmaster.

Pailton Club - MB had drafted a letter to the Club which was read out to members. After a few minor adjustments to the phrasing members approved the letter but agreed it would be

more appropriate if the letter were to be signed by the Clerk on behalf of the Parish Council.

Action: Clerk to sign and deliver the letter.

Lorry Routes – AG reported that his intentions were to bring up this on-going issue at the next Area Meeting, again. It had been indicated to him that 2 e-mails had been sent by WCC requesting additional signage on islands & roads leading from Magna Park. MB had drafted a letter to the Highways Agency to this effect which was read out to members. The letter was approved with no amendments.

Action: Clerk to sign & post.

Placement of Bollards – MB had researched the internet for organisations offering possible funding for this project. Two promising local options had been found, Rugby Rural Development Fund and Biffa Award. MB had registered PPC on both of these sites to further the process of grant applications. MB agreed to move this forward and report progress at the next meeting.

Action: Clerk to include on next agenda

P35. MB reported that PD of R the R had been contacted re. including a short article on local Policing along with the contact details, and also, the vacancy on the Council. AG reported that his enquiries revealed that the balance in the 106 Fund was minimal.

**117. Circulation Review from meeting held on 4<sup>th</sup> December 06.**

MB & DS highlighted, from studying the Local Council Charter, the need to have Policies & Procedures in place to deal with complaints, in compliance with the Standards Board. MB noted from the Rugby Area minutes that AG had highlighted at County level, issues such as blocked drains and road signage. MB also noted from the new White Paper, more powers and responsibility were to be given to Quality PCs and questioned whether more funding was to be given to implement these locally.

**118. Circulations**

The circulations in the file were listed by the Clerk but nothing warranted further discussion at that stage. MB noted that it had been agreed to keep the file for no longer than 5 days before passing it on to the next member.

**119. Correspondence.**

Development of Borough-wide Play Strategy Audit.

The Clerk reported that this had been completed and sent back two weeks ago due to the narrow 'return by' date.

Correspondence received after 3<sup>rd</sup> January 2007.

Estimate received from C.Fouracre for work needed to the Playing Field.

The Clerk had retrieved, from the files, an estimate received earlier in the year from another landscaper for cost comparison. These were submitted to the circulation file for members to review before the next meeting.

Action: Clerk to add to next Agenda.

**120. Additional Streetlight**

A quote had been received from ABB for the cost of an additional streetlight to be sited on the corner opposite the War Memorial. The total, cost quoted as £2456.92, was queried by the members, in particular, the amount of trunking required (30m @ £45 per metre + VAT). As this dark area of pavement could be considered an H & S issue, MB agreed to discuss this with Mr. Rose of Rugby Rural Development Fund with a view to obtaining a grant for all or part of the cost.

Action: Clerk to query estimate with ABB & add to next Agenda.  
MB to examine RRDF criteria for grant possibility.

- 121. Town & Country Planning.**  
There were no Planning Applications to review.
- 122. Grass Cutting contract.**  
MH reported that he was still waiting for a response from C. Worman of RBC re. transfer of funds to PCC to cover this devolved responsibility. There was a brief discussion on the benefits of sharing the cost & the contractor with Monks Kirby, but no decision could be made without an indication of the level of funding from RBC.  
Action: Clerk to add to next Agenda.
- 123. Casual Vacancy for Parish Councillor.**  
The Clerk reported, as no parishioners had called for an election, the Returning Officer from RBC had given PPC the authorisation to Co-opt a new member onto the Council. Members discussed putting a notice in R the R and on the PP website but MH expressed a view that as the correct procedure had been followed and the PC had received an application from a suitable candidate, advertising further would cause an unnecessary delay. Members voted all in favour, MH proposed and DS seconded that John Fitzsimons become a member of Pailton Parish Council. JF, sitting with the general public, was congratulated on his success and welcomed to the Council by everyone present.  
Action: Clerk to raise appropriate documents for signing at the next PC meeting.  
MB agreed to submit formal announcement for next issue of Round the Revel
- 124. Clerk's Training & Cancelled Cheque.**  
  
Cheque no. 162 had been cancelled by the Clerk due to conflicting information on the course content, cost & end achievement. To remain as a Quality Council requires the Clerk to have AQA qualification when the status is reviewed in 2-3 years time. The Clerk to seek advice about the two similar courses on offer to establish which would be more beneficial to the Council. Members re-affirmed their support to the Clerk with whichever course was chosen  
Action: Clerk to research best course for Parish Council Needs.
- 125. Authorisation for Lloyds TSB Bank Account.**  
Pre-typed letter to Lloyds TSB confirming Clerk's change of name & address signed by AG.
- 125. Comparison Budget Forecast.**  
The Clerk had compiled a revised budget forecast up to 2006/7 financial year end & 2007/8 for comparison & discussion. Members were concerned at the balance of the a/c showing for this financial year and the deficit showing for 2007/8. The Clerk reported that the VAT had not been reclaimed since Nov. 05 which could add approx £300 to this year's income. After discussion and queries members agreed that the deficit showing for year 2007/8 could be minimised in the following ways:-  
New streetlight – Additional funding for this must be obtained.  
Grass cutting contract– Might have to be adjusted according to the amount of funding RBC allocated to PPC.  
Playing Field Costs – Would be offset against funding already received.  
Election costs – Only if the election were to be contested would the expenditure be £400, if uncontested £100.  
Thus, with tight control, and if precept received was £6K as requested, members agreed that this budget would be manageable.  
Action: Clerk to apply to HMRC for VAT refund from Nov 05 to date.
- 126. Accounts for Payment and Account Balance.**

**Bank reconciliation as at 1<sup>st</sup> January 2007**

<b>Lloyds TSB Parish Plan A/c Balance</b>		<b>£2565.33</b>
<b><u>Parish Council Cashbook Balance</u></b>		
<b>B/f 30.12.2006</b>		<b><u>£ 359.64</u></b>
<b><u>Lloyds TSB Parish C. A/c (Bank Statement – 1.12.06)</u></b>		<b>£ 726.28</b>
<b>Income Received – Nil</b>		
<b>Less unrepresented cheques:</b>		
• 362 - Cancelled		
• 363 - WALC - Good Cllrs Guides x 6	£ 9.00	
WALC - 5 x Posters (notice of Cllr. Vacancy)	£ 1.83	
WALC - Induction Day (new Clerks & Cllrs)	<u>£ 25.00</u>	
		£ 35.83
• 364 – Clerks expenses plus	£ 21.12	
- Clerk’s Salary (1 <sup>st</sup> – 31 <sup>st</sup> December 06)	<u>£157.40</u>	
		£178.52
• 365 – C Saywell – Wreath for War Memorial		£ 16.50
• 366 – CN – Qtrly charge for S/L maintenance		<u>£135.79</u>
<b>Total:</b>		<b>£ 366.64</b>
<b>Balance 1.1.2007:</b>		<b><u>£ 359.64</u></b>

The Clerk distributed, to each member, an Income & Expenditure Report showing clearly the level of spending throughout the year and the resulting balance.

**127. Parish Plan**

JC confirmed that he & AG would be attending a meeting at RBC to discuss details & issues concerning The Parish Plan. Friday 19<sup>th</sup> January was suggested.

JC had brought to the meeting a copy of Salford Prior’s Parish Plan which was passed to the members of the Council to view. Although it appeared smaller and much less detailed than Pailton’s – it still outlined all relevant results, points and issues. Members agreed that it was more succinct and reader-friendly and commended, very highly, the overall presentation. All agreed that The Village Trust should explore the possibility of Pailton’s Parish Plan being produced to a similar format. It was added to the Circulation Folder for review & comments at the next Parish Council meeting.

Members suggested that JC take on the responsibility of the Parish Plan in a bid to move it forward both as a working document and to report to the PC meetings any updates, concerns or issues which may arise. All members agreed to this point of issue and offered their support. JC accepted.

**128. Other Matters.**

The Airey Houses.

AG reported that RBC planned to hold another meeting to discuss the Airey House sites within the Borough, on Monday 15<sup>th</sup> January 2006. No firm decisions would be made until there had been proper consultations with the residents and whilst nothing had been agreed AG observed that it was leading to a lot of worry and stress – particularly for the long term residents. The consultation period would begin soon after the meeting at RBC and Parish Councils would be informed of the plans and be expected to act as an intermediary between RBC & residents. AG stressed the importance of the PC keeping residents

involved in the consultation process & offering them help and support through this difficult period of transition.

Damage to Road Surface

MH reported that the surface of the road o/s The Manor House appeared to be breaking up. The members believed this could be partly attributed to the volume of traffic and HGVs travelling through the village to Magna Park.

Action: MH to communicate with Paul Cowley of WCC.

Telephone Sub-station

Members were concerned that, after work on the sub-station had been completed, BT had promised that the area would be planted up with trees. The time-scale for this was given as between October –February. Members would look for signs of any activity.

Footpath Clearance

Paul Cowley of WCC had previously acknowledged the issue of the overgrown footpath from Pailton down to Street Ashton. Now needs urgent attention.

Telephone Box

Telephone box reported as vandalised.

Action: Clerk to report to BT

Displaced Kerbstone

Action: MH to e-mail Paul Cowley & attach photos of the kerbstone.

Election of New Chairman

Members asked about re-election of a new Chairman.

Action: Clerk to make this an agenda item for next meeting

Date of next meeting: 5<sup>th</sup> February 2007

AG, as Acting Chairman, thanked everyone for attending and closed the meeting at 9.30pm.

Signed:

Date: 05.02.2007

