

BRINKLOW PARISH COUNCIL
Minutes of the Meeting of the Council
Held in the Community Hall on the 12th December 2024

Present:

Councillor J Reid (Chairman)

J Boonham (Cemetery Agent)

Councillor T Heenan

D Lloyd (Clerk & RFO)

Councillor S Brown

Councillor I Currington

1. Apologies.

Apologies were received and accepted from Councillor A Warwick (WCC), Councillor H Timms (RBC), Councillor T Gillias (RBC), Councillor K Keene & Councillor J Brickwood

2. Declarations of Interest.

There were no declarations of interest made.

- 3. Minutes of the last meeting. RESOLVED That the minutes of the meeting held on the 14th November 2024 were approved, signed and initialled by the Chairman as a correct record of the proceedings.**

4. Comments, Questions or Suggestions made by Members of the Public.

It was reported that the pavement is very worn leading from Walkers Terrace to Coventry Road and that the drains are full. Warwickshire CC have already been contacted. The Lengthsmen will try to clear the mud and assess the pavement. The issue was possibly caused by the Fibre cable workers parking along there.

5. District and County Councillor Reports for Information.

No Councillors were present at this meeting due to other commitments

6. Report by Cemetery Agent.

Jennie read out her report to all present; A relatively quiet month apart from the various roadworks going on in the village but fortunately no burials or interments were affected by the access problems. Jennie was involved unofficially with arrangements for interment of Charles Tew's ashes in the churchyard, Charles had been a longstanding parish Councillor when she joined the council in 2008. There has been some admin work regarding memorials and repairs to the lychgate. Jennie would like a meeting with some of the councillors at the cemetery to discuss a family request to install a kerbed memorial.

7. To award the prizes to the winners of the Hedgehog Competition.

Very Mcbay was presented with a Hedgehog House as her prize, the other winner Lee McDonald was not present, the prize will be delivered.

8. An update on the Highways Meeting.

An online meeting between Brinklow Parish Council and Highways took place on 25th November to discuss our speed reduction proposals for the village, Councillors Adrian Warwick (WCC) and Heather Timms (RBC) were also present. It was felt that the members of Highways did not have a very positive attitude and displayed dis-interest. The next meeting will be face to face in January which Highways are going to charge their time for at £110 per meeting leaving the councillors feeling we are being penalised for proactively trying to get any issues sorted for our village. The footpath that we paid to have installed is 7 meters short, a complaint has been put in.

On a different subject it was also mentioned that Councillor T Gillias (RBC) who is head of planning, will not be chairing the Ansty consultation due to a correspondence he sent regarding the proposal some time ago. At the consultation only 3 people will be allowed to speak for 3 minutes each, the Chairman of Brinklow PC is one of the 3. The main objections come from Coventry City Council, Rugby BC appear to be in agreement with the proposal. It was noted that the transport assessment did not cover any flows of traffic through the villages.

9. To discuss the new fees introduced for emptying the litter and dog waste bins.

New fees being introduced by RBC to empty the litter and dog waste bins in the village @ £3 per bin per collection were discussed and it was deemed that of the 33 bins only the ones on the playing field are to be paid for by BPC rather than all of them as stated. The remainder are on the highways which they have a statutory duty to empty. An official response is to be sent to RBC. £546 to be added to the 2025/26 budget to cover this cost.

APPROVED Proposed by Chair J Reid, Seconded by
Councillor T Heenan

10. To approve the 2025/2026 Parish Council Budget.

Following the addition of above update the proposed budget was agreed to be approved.

APPROVED Proposed by Chair J Reid, Seconded by
Councillor T Heenan

11. To Discuss and agree the Precept for 2025/2026.

Following a discussion an increase in the precept of 2.4%, the same as last year, was agreed. A request for the amount of £36,807 will be submitted to the local authority Rugby Borough Council.

APPROVED Proposed by Chair J Reid, Seconded by Cllr
S Brown - Agreed by all Councillors present.

12. To discuss and approve a pay scale move for the Clerk & Cemetery Agent.

When the Clerks job was advertised it was felt the number of hours and required skills were not appreciated by the Councillors. Due to the job requirements, increased workload and the number of meetings held it was considered that we sit more within local council level 2 and therefore it was agreed appropriate to move the pay scale accordingly in line with the salaries paid by other similar Parish Councils. We currently use pay scales 13 – 17, it was proposed to move to pay scales 18 – 23 and to set the Clerk at level 20 with immediate effect. The same hourly rate is to be applied to the Cemetery Agent whos contract is to be amended to reflect how she is paid for the hours worked. An appraisal is to be arranged with the Clerk.

APPROVED Proposed by Councillor S Brown, Seconded by
Chair J Reid – agreed by all councillors present.

13. To discuss the renewal of the grasscutting contract and continuation of the additional work in the Cemetery.

Councillor K Keene who currently looks after the grass cutting contract is not present therefore this item is deferred to the next meeting.

14. To discuss and agree a response to Planning Applications received.

- R24/1082 at 38, BROAD STREET, BRINKLOW, RUGBY, CV23 0LN for Alterations to the front and rear elevations including re-roofing works, and erection of a single storey extension to replace the existing one.

It was agreed that the Parish Council have no objections to this planning application.

ACTION Clerk to sent the response to RBC

15. To Approve the Accounts for Payment.

| Date | Ch No /so | Details | Total Payments | Payment Particulars |
|----------|-----------|--------------------------|----------------|---|
| 12/12/24 | EFT | J Boonham | 253.47 | salary & backpay |
| 12/12/24 | EFT | D Lloyd | 590.55 | salary & backpay |
| 12/12/24 | EFT | PAYE | 505.40 | PAYE |
| 12/12/24 | EFT | Secure 21 Ltd | 36.00 | data card |
| 12/12/24 | EFT | Luke Smith | 123.25 | cemetary ground work |
| 12/12/24 | EFT | Red Shoes | 66.60 | payroll services |
| 12/12/24 | EFT | SA & E Friswell | 438.00 | christmas trees |
| 12/12/24 | EFT | Equals Money | 256.33 | card top up |
| 12/12/24 | EFT | Valetree Engineering Ltd | 408.00 | nativity - to be reimbursed by events funds |
| 12/12/24 | EFT | J Reid | 120.09 | expenses |

APPROVED **Proposed: Councillor T Heenan, Seconded:
Councillor S Brown**

The Cashbook, Bank reconciliation and bank statements were checked, initialled and balance agreed.

16. Progress Reports for Information.

At Church Fields posts have been put in where the hedge has been removed. A mini digger was used to remove the roots. The remaining fence and dying hedge are to be removed and the fence replaced.

17. Correspondence received.

An appeal was received for consideration against the refusal for kerb stone edging around an existing memorial in the cemetery. The councillors are to visit the cemetery and review the request.

18. To confirm the date of the next meeting.

The next meeting will be held on Thursday 16th January 2025

The meeting closed at 8.30 pm

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CHAIRMAN