**MINUTES OF THE ANNUAL MEETING OF LONG LAWFORD PARISH COUNCIL HELD ON TUESDAY 13th MAY 2025 IN THE PAVILION, KING GEORGE V PARK, LONG LAWFORD**

**Present: Chairman Cllr. Mrs L Davison (LD)**

**Ms D Groves – Clerk (Clerk)**

**Cllr. Mr M Davison (MD)**

**Cllr. Mr D Goodwin (DG)**

**Cllr. Mrs A Pollard (AP)**

**Invited and Present: Borough Cllr. Mr D Poole**

|  |  |  |
| --- | --- | --- |
|  |  | **Action** |
| **01** | **Appointment of Chairman**  Meeting was opened at 7.30pm. A motion to propose Cllr. Mrs Davison as Chairman was put forward by Cllr. Mr D Goodwin, seconded by Cllr. Mrs A Pollard. 4 Votes in favour, Cllr. Mrs Davison was asked and confirmed she was happy to continue as Chairman. |  |
| **t** | **Declaration of Acceptance of Office**  Chairman Cllr. Mrs Davison signed the declaration of acceptance of office, duly witnessed by the Clerk as the Proper Officer of the Council. | **DG** |
| **03** | **Welcome and Apologies for Absence** Apologies for absence have been received from Cllrs. Mr Fletcher and Mrs Dunkley and Borough Cllrs Mr T Wallis and Mr S Ward. |  |
| **04**  **05**  **06**  **07**  **08**  **09**  **10**  **11**  **12**  **13** | **Appointment of Members to Panel/Representatives**   1. **Management and Finance Panel: Cllrs. Mr Goodwin, Mrs Davison and Mr Fletcher with Clerk** 2. **Planning Representative: Cllr. Mr Davison** 3. **Environment Agency Representative: Cllr. Mr Goodwin** 4. **Health and Safety, Security and Policing Representative: Cllr. Mr Goodwin with Clerk** 5. **Xmas Event Planning: Cllrs. Mrs Davison, Mrs Pollard with Clerk** 6. **Footpaths: Cllrs. Mrs Davison and Mrs Pollard** 7. **Street Lighting: Cllr. Mr Goodwin with Clerk** 8. **Highways, Drains and Sewers: Cllr. Mr Davison** 9. **Ling Hall Representative: Cllr. Mrs Davison**   It was proposed by Cllr. Mr Davison, seconded by Cllr. Mrs Pollard that panel representatives remain the same as appointed in 2024. 4 votes in favour  **To Invite Members of the Public to speak on matters of concern**  There were three members of the public present. Issues discussed were Footpaths, the Local Plan, Stagecoach buses arriving early and late and a street light outage (Cross St/School St No. 3) was reported to the Council. Reminder to residents that 19th May was the deadline to submit comments relating to the proposed 400 houses for the area and included in the Local Plan. Cllr. Mr Goodwin will submit a reminder on village FB page.  **To receive declarations of Pecuniary and Non-Pecuniary Interests**  None received.  **To approve the Minutes of the meeting held on Tuesday 8th April 2025**  It was proposed by Cllr. Mrs Davison, seconded by Cllr. Mr Goodwin to accept the minutes of 8th April 2025 as a true record; 4 votes in favour.  **To receive progress reports on Outstanding Items not covered later, on the Agenda**   * 1. Skatepark dome has been repaired. Research into a different product which would make for a more robust repair was carried out, resulting in purchase of a product to use alongside flexcrete, repair has been carried out, dome painted, the repair has been monitored and appears to be an excellent use of material – crack has since appeared. Following discussions it was proposed by Cllr. Mr Davison, seconded by Cllr. Mrs Davison that it be left to the discretion of the handyman to remove the centre grinding rail on the dome if new repair does not hold and dome continues to deteriorate beyond reasonable repair. 4 votes in favour. Clerk to advise handyman of decision.   2. MUGA in King George V Park has been coated in red cedar paint/preservative   3. Football agreements have been sent out for signature and return. Caldecott Arms have since returned a signed agreement.   4. To consider replacement of perch benches at the Skatepark – following discussions, it was proposed that the Clerk source replacement perch benches up to the cost of £350 each, proposed by Cllr. Mrs Davison, seconded by Cllr. Mr Davison, 4 votes in favour.   **To receive Borough/County Council Reports**  Borough Councillor Mr Poole requested that residents be reminded of deadline for submission of objections to the Local Plan and 400 houses planned for the area is 19th May 2025. Email address can be found on the Rugby Borough Council website under “Local Plan”  Cllr. Mr D Poole left the meeting.  **Management//Finance & Administration**   1. **To approve the Chairman’s Allowance –** It was proposed by Cllr. Mr Goodwin, seconded by Cllr. Mrs Pollard, 4 votes in favour to keep the payment £350 the same as previous year 2. **To review and approve Standing Orders –** It was proposed by Cllr. Mr Davison, seconded by Cllr. Mrs Davison to approve the standing orders.4 votes in favour 3. **To review and approve the Financial Standing Orders –** It was proposed by Mr Davison, seconded by Cllr. Mr Goodwin to approve the Financial Standing Orders. 4 votes in favour 4. **To review and approve the Unauthorised Encampment Policy –** It was proposed by Cllr. Mr Davison, seconded by Cllr. Mrs Pollard, to approve the Unauthorised Encampment Policy, 4 votes in favour. 5. **Application has been made for a microgrant from LLCA for the Xmas Event 2025, feedback has also been submitted relating to the grant received in 2024. – for info.**   **Recreation Grounds**  Regular on-going maintenance is taking place on the foot paths, weedspraying is being carried out, strimming around play equipment, painting/protection applied on wooden structures, links, shackles are being replaced where needed following monitoring after weekly inspections – For info  **Transport, Highways, Drains and Street Lighting**   1. **To consider a quote to replace PB7 School St**, a St Light inside the King George V Park, with either a Steel Column (£1,817.53 exc. VAT) or replacement onto the current wooden pole, £1,422.65 exc. VAT – Following discussions, it was felt more cost effective and sustainable to replace the light with a Steel Column, proposed by Cllr. Mrs Davison, seconded by Cllr. Mr Davison, 4 votes in favour.   **To receive details of Financial Matters**   1. 4th Qtr. Bank Reconciliation 24/25 has been carried out and circulated. 2. To approve the risk assessment for the effectiveness of internal audit – it was proposed by Cllr. Mr Mrs Pollard, seconded by Cllr. Mr Davison to approve the risk assessment, 4 votes in favour. 3. To receive the Internal Auditors Report for 2024/2025 – There were no areas of concern raised, the Internal Auditors Report was duly signed – it was proposed by Cllr. Mr Davison, seconded by Cllr. Mrs Davison to accept the Internal Auditors Report for 2024/2025 4 votes in favour. 4. To approve the Governance Statements on the AGAR 24/25 – it was proposed by Cllr. Mrs Davison, seconded by Cllr. Mr Goodwin to approve the Governance Statements on the AGAR 24/25, 4 votes in favour. 5. To approve the Accounting Statements on the AGAR 24/25 – It was proposed by Cllr. Mrs L Davison, seconded by Cllr. Mr Davison to approve the Accounting Statements on the AGAR 24/25, 4 votes in favour. 6. To approve the monthly payments (list circulated at meeting) – It was proposed by Cllr. Mr Goodwin, seconded by Cllr. Mr Davison to approve the monthly payments, 4 votes in favour.   **Date Issued To/For Chq No. Total**  10.4.25 Bailys Lane St Light Replacement 4060 £1,691.29  10.4.25 School St, PB8 St Light Replacement 4061 £1,691.29  10.4.25 Society of Local Council Clerks Subs 4062 £300.00  10.4.25 Electricity Pavilion 1.1.25-31.3.25 4063 £454.25  10.4.25 Petty Cash 4064 £400.00  13.5.25 Exempt Info  20.5.25 British Gas – Pavilion DD £84.17 | **DG**  **DG**  **DG**  **DG**  **DG**  **DG**  **DG**  **DG**  **DG**  **DG**  **DG** |
| **14**  **15**  **16**  **17** | **To Receive Details of Planning Matters**  **New Planning Applications**   1. **R25/0237 –** Proposed aquaponics farming facility with associated new access hardstanding and parking area   **Saracen House, Coventry Road, Long Lawford, Rugby, CV23 9ED**  No Observations  **Approved Planning Applications**  None  **Refused Planning Applications**  None  **Other Planning**  None  Under the Public Bodies (Admission to Meetings) Act 1960 – to resolve to exclude members of the public under Section (2) and (3A) (b) of the Act.  **No Items**  **To receive Reports on minor matters and items for future Agenda**  Xmas Grants  **Date and Time of Next Meetings**  The next Parish Council meeting is due to be held on Tuesday 10th June at 7.30pm in the Sports Pavilion Community Room in King George V Park, off Townsend Lane.  **Meeting was closed at 8.01 pm.** |  |

**Signed: ……………………………………………………………. Date: …………………………………………….**

**Mrs Lynn Davison**

**Chairman**