

**BRINKLOW PARISH COUNCIL**  
**Minutes of the Meeting of the Council**  
**Held in the Community Hall on 14<sup>th</sup> September 2023**

**Present:** Councillor J Reid (Chairman) Councillor H Timms RBC  
Councillor T Heenan  
Councillor I Currington (Late arrival) J Boonham (Cemetery Agent)  
Councillor S Brown 5 Members of the public  
Councillor Karen Keene  
Councillor Judith Brickwood

**1. Apologies.**

Apologies received and accepted from Councillor Tony Gillias, Councillor Adrian Warwick WCC, and D Lloyd (Clerk & RFO).

**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 13<sup>th</sup> July 2023 were approved, signed and initialled by the Chairman as a correct record of the proceedings.**

**4. Minutes of the Extraordinary Finance meeting.**

**RESOLVED**

**That the minutes of the meeting held on the 11<sup>th</sup> August 2023 were approved, signed and initialled by the Chairman as a correct record of the proceedings.**

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

Jeanette Lomas had provided written input: Poppy collection will be from October 26<sup>th</sup> to November 12<sup>th</sup>. Ceremony at the memorial at 10:45am on November 11<sup>th</sup>, Armistice Day. Brinklow choir would be singing on 3<sup>rd</sup> November at St. Johns and 10<sup>th</sup> November at Harborough Magna.

Rugby in bloom awards had been won by Pocket Park, the Memorial, the White Lion, the Village Hall and St. Johns Church.

Concern was expressed about the number of temporary road signs left in place long after their usefulness. The sign at the junction of Ansty Road and Coventry Road blocked the view of traffic coming down the hill and was dangerous. Could they be removed or laid down, so they don't obstruct vision?

**AP)** John Reid to phone Traffix, the organisation responsible and investigate.

The Barr Lane water leak had been reported but the promise date for repairs was December 1<sup>st</sup>.

**AP)** Councillor Sue Brown to provide Councillor Heather Timms with information by email for her to investigate.

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**6. District and County Councillor Reports for Information.**

Councillor Heather Timms (RBC) reported that there had been problems with the Rugby Council Switchboard which were being resolved.

A copy of Brinklow’s Speed Reduction Proposals was handed over.

**AP)** Councillor Timms to arrange a meeting to discuss with appropriate Highways staff.

Work was in process regarding road safety around schools, but there were a lot of schools in Warwickshire. Priority was being given to schools where there had been accidents. Traffic Regulation Orders, known as TRO’s, would need to be raised, and they were looking at getting an enforcement van.

Coombe Field Road had been seen covered in litter and fly-tipping. Dale Aston had provided workers to clear the lot up very quickly. Big thank you to Dale.

**7. Report by Cemetery Agent.**

Jennie read out her report to all present: Outstanding fees for three separate memorials had been paid by the stonemason. There were two possibly unsafe installations, Jennie would check with the stonemason and contact RBC. Jennie thanked the Lengthsmen for their work in the cemetery and asked for help with banging in reserve plot posts and sowing grass seed on some areas. Jennie was asked to keep the Parish Council informed about any activities on clearing the pipe under the pavement.

**8. Payments authorised between meetings due to the absence of an August meeting of the Council and September accounts for payment to be authorised.**

The August payments had been authorised at the Extraordinary Finance meeting held on the 11<sup>th</sup> of August. The September expenditures by electronic funds transfer were read out, approved and initialled by councillors Karen Keene and Sue Brown.

Date	Chq no / EFT	Payee	Total Payments	Payment Particulars	Person making Elect Tfr	Checked & Authorised for Payment	Checked & Authorised for Payment
14.09.23	EFT	JRB Enterprise	145.56	dog waste bags	D Lloyd		
14.09.23	EFT	T Heenan	77.34	materials for repairs & drinks for lengthsmen	D Lloyd		
14.09.23	EFT	Colledge Tree & Landscapes Ltd	1584.00	tree work 2 invoices	D Lloyd		
14.09.23	EFT	Rugby Borough Council	915.00	replacement litter bins M Jul23/10	D Lloyd		
14.09.23	EFT	WALC	19.20	Councillor training	D Lloyd		
14.09.23	EFT	J Reid	130.91	Expenses, CCTV, Rugby in bloom, lengthsmen	D Lloyd		
14.09.23	EFT	J Boonham	164.84	salary	D Lloyd		
14.09.23	CHQ	D Lloyd	376.55	salary	n/a	n/a	n/a
14.09.23	EFT	Soldo	3.40	card top up	D Lloyd		
14.09.23	EFT	HTC	7052.42	Armco Barrier	D Lloyd		
14.09.23	EFT	Redshoes	63.00	payroll services	D Lloyd		

**APPROVED FOR PAYMENT Proposed by Councillor Sue Brown.**

**Seconded by Councillor Karen Keene.**

**9. Planning applications agreed between meetings.**

It was noted that application R23/0709 at 2 Heath Lane, Brinklow Warwickshire, CV23 0NR for replacement roof structures and raising of eaves to porch had been approved at the Extraordinary Finance Meeting.

**10. New Councillors Acceptance of Office.**

The appropriate form was handed to Councillor Judith Brickwood for completion when the Parish Clerk returns from holiday.

### **11. Annual fee charged to Brinklow Football Club.**

Jonathan Grove was present on behalf of the Football Club. Concerns were raised by the Chairman that actions by the Football Club agreed at previous meetings with Brinklow Parish Council had not been completed. Mowing costs for the playing field had increased considerably since last year and a new fee should be negotiated. The Football Club was unable to access Football Association grants for pitch maintenance and other items unless they could demonstrate a long-term lease on their playing grounds. Currently there was no lease agreement between them and Brinklow Parish Council.

**AP)** Jonathan to come back with dates for another meeting between the Football Club and representatives of Brinklow Parish Council. Response to the chairman with a copy to the Parish Clerk.

**AP)** Brinklow Parish Council to investigate whether we could legally offer a lease on the playing field.

It was noted that Brinklow Football Club had offered Pocket Park a junior goal for which they were thanked. Supply of the goal is waiting on a letter from the children who use Pocket Park.

### **12. Recommendations made by Utility Aid to help cut the Electricity Costs.**

It was felt that the Parish Council had insufficient information to be able to reach a decision on this.

**AP)** An offsite meeting would be organised to discuss this prior to the next Parish Council Meeting.

### **13. Progress with CCTV system.**

Cabinet was in place at the memorial and most of the wiring was done. We will shortly be in a position to ask the two potential contractors to install and demonstrate their proposed ANPR systems. If the quality was acceptable then formal quotes would be requested.

### **14. Adrian Warwick's 'Speed Repeater Camera Statement'.**

Wolston had been told that even if they offer to pay for them and put them up Warwickshire Highways would not allow them. Even so they have been included in our Brinklow Speed Reduction Measures document which was going to Highways.

### **15. Grass cutting issues.**

Some areas had been left in a bit of a mess, a two-metre band on the playing field had been left uncut. The main problem was a communication issue where emails asking for information have not been replied to. WhatsApp messages did not work either.

**AP)** Karen to arrange onsite meeting with contractor.

### **16. Purchase of Bike Rack for the skate park**

No progress this month.

**AP)** Ian to complete action for next month.

### **17. Outdoor Gym Equipment**

This was to be part funded with Scarecrow funds. It was agreed that the Parish Council would provide the remainder of £3,930. Layout of equipment to be confirmed.

**AP)** Councillor Sue Brown to obtain an installation date.

**APPROVED CLERK TO ACTION**

**Proposed by Councillor Sue Brown  
Seconded by Councillor John Reid**

**18. Scarecrow Festival funds allocated to Lengthsmen.**

New anoraks were being purchased. The remainder of the money would be spent shortly, purchase of a chipping machine being considered.

**19. Update on pathway adjacent to the Raven.**

Current pathway was dangerous.

**AP)** Councillor John Reid to contact adjacent property owner regarding their access rights. They believe they have vehicular access rights along the path. Our solicitor has checked various deeds and found no mention of any right of way.

**20. Progress reports for information.**

- **Brinklow Castle:** Mowing was done, waiting for a recommendation for appropriate weedkiller from Mr Frizwell to kill the ragwort. Spraying would then be carried out.
- **Playing Field:** Vandalism continues to happen. The tennis court net wire rope had been broken and left in a dangerous position. The anti-bird spikes on the large swing had been removed. Both of these have been replaced by the Lengthsmen.
- **Grant funding:** Nothing to report.

**21. Correspondence received for information.**

None

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**22. To confirm the date of the next meeting.**

The next meeting will be held on Thursday 12<sup>th</sup> October 2023 at 7.15 pm in the Village Hall.

The meeting closed at 8:32 pm

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CHAIRMAN