

# Cawston Parish Council

**Councillors:** P. Venner (*Chairman*), Mrs R. Latham (*Vice Chairman*)  
Mrs V. Mair, J.F. Tucker, Mrs D. Wilson, Mrs M. Brett, Mrs L. Porter, R. Mistry, T. Medcraft

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Dear Councillor,

You are hereby summoned to attend an ordinary meeting (22) of Cawston Parish Council, which will be held on Wednesday 13<sup>th</sup> August 2008 at Cawston Grange Primary School, Scholars Drive, Cawston. CV22 7GU. Beginning at 7:30pm, to transact the business as shown on the agenda below.

***Mr Raymond Morgan***  
***Clerk & Responsible Finance Officer***  
***To Cawston Parish Council.***

Dated this 5th Day of August 2008

## **AGENDA**

### **Public Business**

1. To receive apologies for absence.
2. Declarations of interest as defined by the code of conduct for councillors;
  - a. Personal Interests
  - b. Prejudicial Interests
3. Minutes of the previous meeting(s);
  - a. Matters arising from the minutes of the previous meeting(s)
  - b. To agree the minutes of the previous meeting(s)
4. Up to 15 minutes where members of the public in attendance can address The Council. The Chairman reserves the right to restrict speakers to 3 minutes each under standing orders 6.1.2.
5. Opportunity for representatives of Warwickshire Police to address The Council.
6. Opportunity for Borough and County Councillors to address The Council.
7. Status on the auditing and filing of the annual accounts.
8. To receive an update from The Cawston Parish News working party, including articles from councillors by 30<sup>th</sup> August latest, and to discuss and approve the cost of printing of the September 2008 issue to a maximum of £352..
9. To receive an update on the Xmas tree fencing and confirm the requirement for xmas lights. To discuss the securing of the lighting power box.
10. To receive a update from The Notice Board Working Party.
11. To receive an update on grass cutting.
12. To receive a report on the village hall survey

13. To discuss arrangements for the Annual Parish Meeting
14. To discuss the possible provision of bus shelter at the pick up point in Calvestone Road.
15. To discuss the status of the hearing loop
16. To receive a report on website changes/updates.
17. To approve the renewal of Domain Name at a cost of £80.
18. To consider the financial package contract with Edge Design and decide whether to continue or terminate the contract which has two years to run. Cost involved for year 2008-2009 is £400 maximum.
19. To discuss the Clerks' requirements:-
  - a) Renewal of Norton Security software at a cost of £34.77 excl VAT.
  - b) Replacement of telephone handset at a cost not exceeding £30.
  - c) To approve attendance at Induction Course on 13<sup>th</sup> September 2008 at a cost of £30.
  - d) To approve the purchase of Inkjet Black Cartridge at a cost of £20.38 excl VAT.
  - e) To approve Clerk's hours for July 2008.
  - f) To approve the expenditure of postage in the sum of £11.84
  - g) To approve the expenditure of £96.25 excl VAT for Year End Assistance, i.e. training, with Edge Designs.
  - h) To approve the expenditure of telephone account with BT in the sum of £72.32 excl VAT (paid by Direct Debit)
20. To approve the purchase of Governance and Accountability for Local Councils – A Practitioners' Guide 2008 at a cost of £10.50.
21. To discuss the provision of additional dog foul signs.
22. To hear and consider any received correspondence.
23. To consider and discuss any relevant planning notices.
24. To receive a report on the Finances of Cawston Parish Council.
25. To consider and agree any payments to be made.

**END OF DOCUMENT\*\*\***