Cawston Parish Council

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

Minutes of the meeting (number 12) held by Cawston Parish Council on Tuesday 27th
November 2007 at 7.30pm in Cawston Grange Primary School.

**Present:** Cllr M. Stokes (Chairman), Cllr P. Venner (Vice-Chairman), Cllr T. Tucker, Cllr Mrs V. Mair, Cllr Mrs L. Porter, Cllr Mrs D. Wilson and Mrs T Knowles (Clerk for DPC).

Also present were, PC Boulton and colleague and one member of the public.

**Public Business**

1. **Apologies for Absence** were received from Cllrs T. Medcraft, R. Mistry, Mrs R. Latham, Mrs M. Brett, County Cllr T. Cavanagh, Borough Cllrs P. Butlin and M Williams.

2. **Declaration of Interest as defined by the Code of Conduct for Councillors;**
   a) Personal Interests – None.
   b) Prejudicial Interests – None.

3. **Forum for Members of the Public to speak:**
   PC Wayne Boulton – Police Constable for Cawston, introduced himself and a colleague, discussed recent events and mentioned that he would soon be patrolling on a Police cycle to help with any vehicle nuisance.
   PC Boulton said that there would be a police operation relating to mini motos on the estate before Xmas.

   Cllr Porter explained that she was involved in collecting signatures for a petition to highlight the serious safety concerns of the A4071 between Cawston & Bilton village. Pedestrians exiting the Cawston estate cannot turn immediately left as the footpath is too narrow, particularly for people with pushchairs/prams and in wheelchairs. Also further along, parked cars tend to block the footpath and the current speed limit changes from 30 mph to 40 mph.

   Cllr Stokes commented that he had spoken to the owner of the overgrown hedge who was upset by the situation, but described the fact that she needs a big hedge to stop aspects of anti social behaviour occurring in the area.
   The petition is to be sent to Warwickshire County Council with a copy to Inspector Pritchard.

   PC Bolton said he would look into the situation with regard to the parked cars. Also it may be possible to get the camera enforcement vehicle used in the area to record speeds approaching the area.

   Mr Sharples commented that there is a similar situation developing at the other end of the estate at the Lawford Road end of Calvestone Road.
Patricia Knowles (Clerk to DPC) has kindly input our data into the PC package to produce our accounts and financial statements, ensuring that the income and expenditure is aligned under the correct headings. She has also organised the paperwork (invoices, statements etc).
Cllr Stokes thanked Mrs Knowles for her help over the last few days in preparing our accounts and preliminary budget in the absence of our own clerk.

Cllr Stokes put forward a proposal for the budget based upon DPC budget. Cllr Venner proposed another budget based upon the same input. Both budgets were within £3000 of each other.

It was agreed to use Cllr Stokes budget as a starting point and each line item was discussed in turn, with the council taking advice from Mrs Knowles.

Points to note
There is no official guidance, but most Parish Councils have a Working Capital around 50% of the precept. This capital can be aligned to Cawston Parish projects.

Public Lighting – When the land is handed over to RBC, if the Parish Council or RBC wanted to hand over any responsibility, then RBC and the Consortium would consult with CPC and we would have the option to hold over to the next financial year. Although there are no current plans for any discussions to take place.
DPC has 252 lighting columns, only the ones in the village centre are insured.

As of Friday 23rd November Phase II of the development has now moved into the maintenance period.

Once the budget is set we have the availability to rebalance after 6 months.

The Council Resolved That;
- Cllr Stokes to ask RBC what has happened from rates money relating to latest 200 homes built.
- Cllr Stokes to raise issue of street furniture with RBC.
- Cllr Wilson to ensure that we receive a monthly statement for the savings account.
- Cllr Tucker to provide an estimate of advertising revenues for next year.
- Cllr Stokes to update the budget and to send it out.
- All Cllrs to review, comment and to suggest ideas and amounts to be included as Section 137 ideas.

5. “Temporary Clerk” costs;
To be held over until the new clerk is appointed, as we may need to continue requesting help from Mrs Knowles.
6. Motion to Exclude the Public under Section 100(A)(4) of the Local Government Act 1972;

The Council Resolved That;
- The public should be excluded (one present) to conduct Private / Exempt Business, namely the discussion around the applications for the position Clerk & Responsible Finance Officer.

Private / Exempt Business

1. To discuss applications received for the position of Clerk & Responsible Finance Officer;
   All applications were reviewed, each candidate was rated by each Cllr and discussed (13 in total)

The Council Resolved That;
- Cllr Stokes write to 7 of the candidates and invite them to an interview – namely Morgan, Bourton, Beardshaw, Ludlow, Norfolk, Ball and Thomas.

The Council Resolved That;
- Cllr Stokes write to the other 6 applicants thanking them for their interest and to express the fact that they had been unsuccessful in this instance.

2. To select a sub committee to carry out the interview process;

The Council Resolved That;
- The previous sub committee of Cllrs Stokes and Mistry and Cllr Mrs Wilson should meet ASAP to interview the candidates.
- It was also agreed that the sub committee should devise some sort of test to check the candidates PC skills

Date and time of next meeting is Wednesday 12th December 2007 at 7.15pm in Cawston Grange Primary School. There being no further business, the meeting closed at 2205.

Signed.................................................. Date..................................
Councillor M. Stokes, Chairman

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