### MINUTES 137 OF MEETING OF CAWSTON PARISH COUNCIL

**Meeting Held on Tuesday 19\textsuperscript{th} December 2017**

at Cawston Community Hall,

Scholars Drive, Cawston, CV22 7GU

<table>
<thead>
<tr>
<th>Present:</th>
<th>Chair Cllr S Bestwick (SB), Vice Chair Cllr A Horton (AH), Cllr D Wilson (DW), Cllr M Gill (MG), Cllr M Bryant (MB)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Guests in Attendance:</td>
<td>0</td>
</tr>
<tr>
<td>Public in Attendance:</td>
<td>5</td>
</tr>
<tr>
<td>Minute Taker in Attendance:</td>
<td>Shona McKee</td>
</tr>
<tr>
<td>Clerk:</td>
<td>Shona McKee, Cawston Community Hall, Scholars Drive, Rugby, CV22 7GU Tel: 07449 961505 or Email: <a href="mailto:clerk@cawstonpc.org">clerk@cawstonpc.org</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Action</th>
</tr>
</thead>
</table>
| **01** | Apologies for Absence  
Clrs Stokes, Butlin and Williams (Borough and County Councillors), Cllr. De Kreij.  
Cllr. Horton arrived at 8.10pm |
| **02** | Declaration of Interest as defined by the Code of Conduct for Councillors.  
No Declarations were received. |
| **03** | Minutes of the Previous Meeting held on Tuesday 21\textsuperscript{st} November 2017.  
It was proposed by Cllr. Gill that minutes of the previous meeting be approved, seconded by Cllr. Bryant. The Council approved the minutes. Signed copy to be passed to the clerk. |
| **04** | Report from Warwickshire Police  
**Clerk** |
| **05** | To allow members of the public to address the Council  
No members of the addressed the council |
| **06** | Opportunity for Borough and County Councillors to address the Council  
None present |
| **07** | To receive and discuss Working Party reports:  

a. **Community Hall**  
i) **Working Party Feedback**  
Problem with the heating pump identified by the BMS system – hall committee have referred back to architect as we believe the problem is an installation fault.  
Roller shutters – awaiting a date for repair from RSL  
Car Park surfacing – have received a quotation for works, with work to commence during February half term. Matt Emery to forward quote to Clerk for accrual purposes.  
**Enquiring in to the possibility of installing a defibrillator at the Hall – contact the British Heart Foundation**  

b. **Finance, Staffing & Admin.**  
i) **Payments:** Proposed payments for the month of July were presented in the sum of £9,754.91 relating to Cawston Parish Council and for Cawston Community Hall. It was proposed by Cllr Bestwick, seconded by Cllr Bryant that the CPC and CCH payments are paid.  

clerk |
| c. **Parks and Open Spaces**  
i) **Gritting:** Concerns have been raised by the residents regarding the safety of roads around the estate during icy conditions.  
Cllr. Bryant has made enquiries to WCC and RBC and will produce a statement detailing the process and publish to the residents.  
**MB** |
### d. **Communications**

1. **Newsletter:** Cllr Gill is experiencing difficulties with the incumbent printer so will carry out a benchmarking exercise during the new year. Customers who advertise in the newsletter have enquired into the possibility of advertising on our website – Cllr. Bestwick to look into advertising codes of practice prior to acceptance. Process of communicating on the CPC Facebook page to be written by Cllr Bryant.

2. **Consortium**
   - Cllr Horton has contacted the consortium 3 times and to date has received no response. Cllr Horton to contact the consortium in the New Year to call meeting with them about road adoptions etc.
   - A Community Engagement event was discussed and will be an agenda item in January – it is hoped that this event will bring together the consortium, builders, WCC, RBC and the residents with the aim of answering questions the residents have. Details to be discussed and confirmed during the January meeting.

---

### Budget & Precept

- **08** It was proposed by Cllr Bestwick that a balanced budget be approved, seconded by Cllr. Horton and unanimously approved by all councillors. Precept application has been discussed and agreed that there will be no increase to residents.

- **09** To hear and discuss any correspondence received
  - Two parishioners wrote to Cllr. Bestwick providing positive feedback about the new style newsletters. Cllr. Bestwick would like to thank the Hall Committee, Parish Councillors and BEC for their hard work and effort to make this year’s tree lighting and carol service a success.

- **10** To consider and discuss any relevant planning notices including a summary of previous month’s activity.
  - No notices received.

- **11** To discuss items requiring the Clerk’s attention
  - Cllr. Horton has enquired to Colin Horton (RBC) regarding the installation and cost of a bin in the field behind Bilton High School and also the removal of the football posts - no response received.
  - Councillor training to be arranged to take place in January.
  - Cllr. Bryant will put a notice on the Facebook page regarding the Neighbourhood watch scheme

---

### Action Log

To be reviewed via google docs.

---

**Meeting was closed at 21:02**

**Date and Time of the Next Meeting:**

Tuesday 16th January 2018 at 7:00pm. To be held at Cawston Community Hall, Scholars Drive, Cawston

---

Signed: Samantha Bestwick
Chairperson

Date: 16th January 2018