MINUTES 148 OF MEETING OF CAWSTON PARISH COUNCIL

Meeting Held on Tuesday 18th December 2018
at Cawston Community Hall,
Scholars Drive, Cawston, CV22 7GU

Present: Chair Cllr. S Bestwick (SB), Cllr. M Bryant (MB), Cllr. E de Kreij (EdK),
Cllr. L Chase (LC)

Guests in Attendance: Lindsey & Sarah from Cawston Grange Primary School PTA

Public in Attendance: 1

Minute Taker in Attendance: Gemma Jones

Clerk: Gemma Jones, Cawston Community Hall, Scholars Drive, Rugby, CV22 7GU

Email: clerk@cawstonpc.org

1. Apologies for Absence
Apologies received from Cllr. A Horton (AH) & Cllr. D Wilson (DW)

2. Declaration of Interest as defined by the Code of Conduct for Councillors.
No Declarations were received.

3. Minutes of the Previous Meeting held on Tuesday 20th November 2018
Cllr. M Bryant proposed that minutes of the previous meeting be approved, seconded by
Cllr. L Chase.

The Council unanimously approved the minutes. Cllr. S Bestwick signed a copy of the
minutes and the clerk retained a copy for council records.

4. To allow members of the public to address the Council
No members of the public wished to address the Council at this point.

5. Opportunity for Borough and County Councillors to address the Council
There were no Borough or County Councillors present.

6. Working Party Reports

a. Community Hall

   i. Update from Facilities Manager:
   - There are still problems with the switch over between pumps on the heating
     system, currently waiting for a quote to fix.
   - They would like to add bollard keys to their key sets at a cost of £93.78. This was
     approved by all present.
   - It was noted that we need to recognise in the budget that increased occupancy of
     the hall will lead to increased running costs like cleaning.
   - They are keen to progress with soundproofing. Current quotes approx. £9000
   - The facilities manager’s hours may need to be increased.
   - They are trialling new bookings for the benefit of the community, such as a pop-
     up shop or film showings.
b. **Finance Staffing and Administration**
   i. The recommended payments to creditors were proposed by Cllr. S Bestwick, seconded by Cllr. M Bryant and agreed by all present. Thanks were expressed to Cllr. D Wilson for her considerable efforts in negotiating with npower. The clerk was asked to check tariffs for the Coventry Rd streetlights.
   
   ii. **Budget:** The finalised budget is to be confirmed. Council Tax Base: 11.6% Band D Rise.
   
   iii. **Utilities Update:** Cllr. D Wilson has managed to secure favourable rates.

7. **Grant request from Cawston Grange Primary School PTA**
   Lindsey and Sarah from the PTA addressed the Council regarding fundraising plans to improve the outdoor facilities for the school and to benefit the local community. There are 3 steps to their current plans:
   1. Equipment to benefit the local community, such as climbing apparatus.
   2. Development of an adjacent piece of land which has been gifted to the school. Their plan is to turn into a forest school area which would be open to other groups including providing activities for older aged children in the area.
   3. A daily mile track, making the school grounds available to the community.

   It was agreed that these were exciting plans for the community. Cllr. L Chase offered to be the primary point of contact for the PTA.

   Funds are available to support projects but the Council will need to examine the details to see how community focused and where able to help. Space on the Parish Council noticeboards was offered to support the PTA.

   The clerk is to investigate the guidelines on supporting this project with funds.

8. **To hear and discuss correspondence received:**
   - A resident has expressed concerns to the Council regarding fencing from the bottom of Durrell Drive towards the new development. Cllr. E de Kreij will chase responses from RBC Cllr. M Stokes and the developers.
   
   - A resident has expressed concern regarding a fence erected which restricts parking. The clerk is to direct the resident to RBC Planning department.
   
   - A resident has expressed concern regarding drainage on their cul-de-sac. It is unclear whether this area is owned by the residents, therefore the clerk was instructed to ask the resident to check their deeds and liaise.
   
   - An invitation from Mark Pawsey MP has been received for council members to visit Parliament. The clerk is to reply, thanking him and considering his invitation from May onwards.

9. **Planning Applications and Decisions**
   None

10. **To discuss items requiring the Clerk's attention**
    - To include discussion on a community forum before local elections on January Agenda.
    - To contact the constitutional planning department regarding a timetable for elections etc.
11. **Action Log**

To be reviewed ahead of the next meeting

1. Check tariffs for the Coventry Rd streetlights.  
2. To liaise with Cawston Grange Primary PTA.  
3. To investigate guidelines regarding funding for PTA project.  
4. To chase responses re: fences between Durrell Drive & new development.  
5. To redirect resident to RBC planning department.  
6. To liaise with cul-de-sac drainage resident.  
7. To reply to Mark Pawsey MP  
8. To include discussion on a community forum on January Agenda.  
9. To contact the constitutional planning department

Meeting was closed at 20.45

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

Tuesday 15th January 2018 at 7:30pm. To be held at Cawston Community Hall, Scholars Drive, Cawston

Signed: [Signature]

Chairperson

Date: 15/01/19