MINUTES 149 OF MEETING OF CAWSTON PARISH COUNCIL

Meeting Held on Tuesday 15th January 2019
at Cawston Community Hall, Scholars Drive, Cawston, CV22 7GU

Present: Chair Cllr. S Bestwick (SB), Vice-Chair Cllr. A Horton (AH), Cllr. M Bryant (MB), Cllr. D Wilson (DW)

Guests in Attendance: RBC Cllr. M Stokes (MS), Bookings & Facilities Manager Val Moody (VM)

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

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 18th December 2018
Cllr. A Horton proposed that minutes of the previous meeting be approved, seconded by Cllr. M Bryant. 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
A resident asked what the plans were for the field next to the shops. Nothing has been finalised as yet.

5. Opportunity for Borough and County Councillors to address the Council
Cllr. M Stokes reported that things have been fairly quiet. There have been complaints regarding dog bins on the estate which will be discussed at the meeting between Cawston Parish and Rugby Borough Councils. He will continue to liaise with developers regarding planters and confirm parished boundary issues.

6. Working Party Reports

a. Community Hall
   i. Update from Facilities Manager:
      - There are still problems with the heating system. There have been attempts made to fix but these have proven temporary as there is air in the system. DW to provide details of commercial contractors to VM.
      - Bookings are very busy at the moment – The Council needs to review working hours to accommodate both booking & facilities management hours due to the increased demand.

b. Finance Staffing and Administration
   i. The recommended payments to creditors were proposed by Cllr. A Horton, seconded by Cllr. D Wilson and agreed by all present.
The 2019/20 budget was finalised. The clerk is to submit precept request at 0% increase to Average Band D (£42.73) to RBC which was proposed by Cllr. S Bestwick and seconded by Cllr. A Horton.

c. Defibrillator – the clerk is currently making enquiries and will report back. It was suggested that the British Heart Foundation is also contacted. It was agreed to look into maintenance packages.

d. Parks and Open Spaces – items to bring to the attention of RBC were discussed including Christmas tree trimming and previous requests.

7. Community Forum
It was decided that this should be organised by the new Council following elections. The clerk is to gather contact details for guests. This will be advertised in a future edition of the parish magazine as the next edition is scheduled for early March. All councillors were asked to prepare articles to bring to the next meeting in February.

8. Tendering for Lengthsman
The clerk is to prepare a form for tender to include hourly rate, any variations, experience and examples of similar work. Submissions to be received early March, to be finalised by April.

9. To hear and discuss correspondence received: None

10. Planning Applications and Decisions
R19/0037 48 Cavendish Close – no objections

11. To discuss items requiring the Clerk’s attention: None

12. Action Log
To be reviewed ahead of the next meeting
1. DW to provide details of commercial contractors to VM.  
2. Review FM/Booking Hours  
3. Submit precept request  
4. Contact BHF re: defibrillator  
5. Discuss Christmas tree trimming with RBC  
6. Contact potential community forum guests  
7. Prepare articles for Parish Newsletter  
8. Prepare and advertise tendering for Lengthsman  
9. Freshen up of Parish Noticeboards  
10. Check whether full Parish meeting in April is possible

Meeting was closed at 20.46

Date and Time of the Next Meeting:
Tuesday 19th February 2019 at 7:30pm. To be held at Cawston Community Hall, Scholars Drive, Cawston

Signed:  
Chairperson

Date: 19/02/19