MINUTES 156 OF MEETING OF CAWSTON PARISH COUNCIL
Meeting Held on Tuesday 16th July 2019
at Cawston Community Hall, Scholars Drive, Cawston, CV22 7GU

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<tbody>
<tr>
<td>Guests in Attendance:</td>
<td>None</td>
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<td>Public in Attendance:</td>
<td>None</td>
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<td>Minute Taker in Attendance:</td>
<td>Gemma Burgess</td>
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<td>Clerk:</td>
<td>Gemma Burgess, Cawston Community Hall, Scholars Drive, Rugby, CV22 7GU Email: <a href="mailto:clerk@cawstonpc.org">clerk@cawstonpc.org</a></td>
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156.1 Apologies: Apologies were noted from Cllr. N Chouhan.

156.2 Declarations of Interest: None

156.3 Minutes
AGREED: The minutes of the Council Meeting (155) held 18th June 2019 were approved as an accurate record of the meeting and signed by the Chair.

156.4 Public Question Time: None present

156.5 Opportunity for Borough and County Councillors to address the Council: None Present

156.6 Standing Orders
RESOLVED: That the Standing Orders for 2019 were approved.

156.7 Finance and General Purposes Committee
The minutes of meeting held on 9th July 2019 were reviewed and noted.

156.8 Community Hall Liaison Group (renamed from CCHMD WP)
Leadership – Cllr. M Emery
Purpose – To act as liaison between the Hall Management Group (which will continue to function as previously in identifying maintenance and development issues, investigating solutions and quotes) and the Council.
Update:
- On-going maintenance and development issues were reported on.
- A lending library at the hall was proposed.

AGREED:
- To proceed with installing a lending library.
- The clerk to explore whether the Lengthsman is able to fit bollards at the hall.

The Hall Management Group has requested that the Council revisit the decision to only replace one pane in the front door. Cllr. M Emery proposed that both panes of glass be replaced with the clerk directed to try and negotiate a cost saving, seconded by Cllr. G Murphy. A vote was taken with 8 in favour and 1 not in favour. The motion was carried by majority.

RESOLVED: To replace both panes of glass in the front door of the Community Hall.
The Council directed the liaison group to discuss allowing residents within the area of Cawston but outside the parish boundary to benefit from “resident” rates at the hall with the Hall Management Group.

156.9 Parks and Open Spaces Working Party (POS WP)
   a. Wildflower Meadow Proposal: a resident has approached the Council with a proposal. Cllr. D Parsons will set up a group to discuss this in collaboration with the Hall Management Group.
   b. RBC Walkabout: a report was given on the walkabout. The clerk was directed to contact RBC for outstanding information required and to contact WCC regarding current road adoption progress.
   c. Weed-spraying: The clerk is to direct the Lengthsman to continue his current schedule and to invite him to meet the working party.

156.10 Events and Projects Working Party (EP WP)
The working party will meet in August and provide an update to the September meeting. The clerk was directed to organise Defibrillator training.

156.11 Communications Working Party (PS WP)
Cawston Parish Newsletter: The working party is to take responsibility for producing the newsletter with administrative support from the clerk.

Advice and training on using social media will be provided to Councillors.

156.12 Correspondence
   a. Resident A: The clerk to check road adoption and report back to the resident.  
   b. Resident B: The clerk to check road adoption and report back to the resident.  
   c. Resident C: Cllr. G Murphy has provided information to the resident.  
   d. Cawston Grange Primary PTA: The Council noted the thanks received from the PTA for supporting their event. The clerk was directed to put the PTA and Cllr. S Wood in touch to discuss collaborative future events.
   e. New Councillor Training: Confirmed for 14th September 2019, the clerk will forward details.

156.13 Planning
R19/0874: The deadline has passed with no comment.
Coton Park East SPD: noted, no comment at this time.

156.14 To discuss items requiring the Clerk’s attention:
The clerk was directed to liaise with RBC regarding bins marked for dog waste only.

156.15 Action Log
To be reviewed ahead of the next meeting
1. Lending Library
2. Lengthsman – Bollards
3. Replacement glass panes
4. Resident Rates
5. Wildflower Meadow Group
6. Contact RBC re: open spaces
7. Contact WCC re: road adoption
8. Lengthsman – weeding/painting & POS WP
9. Defibrillator Training
10. CPN

Hall Management/Liaison
Clerk / ME
Clerk/Facilities
Hall Management/Liaison
DP/Hall Management/Liaison
Clerk
Clerk
Clerk/DP
Clerk
Communications
11. Social media training
12. Resident A
13. Resident B
14. PTA & Events WP
15. New Councillor Training - details
16. Dog waste bins

Meeting was closed at 21.07

Date and Time of the Next Meeting:
Tuesday 17th September 2019 at 7.30pm. To be held at Cawston Community Hall, Scholars Drive, Cawston

Signed: [Signature]
Chairperson

Date: 17/09/19