MINUTES OF MEETING 157 OF CAWSTON PARISH COUNCIL
Meeting Held on Tuesday 17th September 2019
at Cawston Community Hall, Scholars Drive, Cawston, CV22 7GU

Guests in Attendance: Cllr. P Butlin (PB)
Public in Attendance: One
Minute Taker in Attendance: Gemma Burgess
Clerk: Gemma Burgess, Cawston Community Hall, Scholars Drive, Rugby, CV22 7GU Email: clerk@cawstonpc.org

157.1 Apologies: Apologies were noted from Cllr. M Cool and Cllr. N Chouhan.

157.2 Declarations of Interest: None

157.3 Minutes
RESOLVED: The minutes of the Council Meeting (156) held 16th July 2019 were approved as an accurate record of the meeting and signed by the Chair.

157.4 Public Question Time:
Former Cllr. E de Kreij reported that he is no longer able to co-ordinate the litter picking volunteers. Cllr. S Bestwick thanked Former Cllr. E de Kreij for 2 years of amazing leadership and wished him well on his onward journey.

A member of the public presented to the Council on the issue of inappropriate speed limit signage on Cawston Grange Drive. Cllr. S Bestwick registered the Council’s concerns regarding this matter with WCC Cllr. P Butlin.

157.5 Opportunity for Borough and County Councillors to address the Council:
WCC Cllr. P Butlin reported that:
- A complaint about the resurfacing work on Brudenell Close is being dealt with.
- A recommendation will be made for the streetlights on Coventry Rd to be replaced with LEDs. (Cllr. M Emery to provide column numbers).
- Cawston Greenway’s new t-shirts have been funded through the grant scheme.
- Information regarding speed limit signage, road adoption timescales, alternative traffic calming measures on Calvestone Rd and S38 agreements for the estate will be provided to the clerk.

157.6 WCC Councillors’ Grant Scheme: No proposals at the current time. Cllr. P Butlin also asked for proposals relating to Highways as funds are available for grants.

157.7 Adoption: The current situation was discussed. The Parks and Open Spaces Working Party agreed to support the clerk in gaining clarity on this matter.

157.8 Training: Councillors reported that the training was useful. The clerk was directed to provide a list of training sessions held by WALC.

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157.9 **Finance and General Purposes Committee (FGP C)**
   a. Minutes: The minutes of the 9th September 2019 meeting were reviewed and noted.
   b. Invoice from The Printing Works
      **RESOLVED:** Payment for printing CPN Edition 47 was authorised at £335.
   c. Insurance Renewal: The merits of a Long-Term Agreement (LTA) were discussed, along with current non-compliance of Endorsement 9.
      **RESOLVED:** To enter into an LTA with the current insurer for an annual premium of £1195.40, accepting the risk of current non-compliance of Endorsement 9.
   d. Budget setting 20/21: The budget setting process was discussed with the FGP Committee directed to bring recommendations to the Council for a balanced budget without an increase to households.
   e. Any other matters: None.

157.10 **Community Hall Liaison and Management Group (CCHLMG)**
   a. Sound reverberation: The work has been completed and has been successful.
   b. Lending Library: The lending library has been installed and is in use.
   c. Resident rates for CCH: Resident rates for hiring CCH have now been extended to Cawston Residents living outside the parish boundary.
   d. Bollards: The clerk was directed to order the bollards for installation by the Lengthsman.
      **RESOLVED:** The purchase of bollards costing £152 + VAT was authorised.
   e. Maintenance/Repairs:
      - Quotes are being sought for repairing a leaking manifold in the heating system.
      - The bi-annual service of the Monodraft system, the Legionella check and Fire Certificate are due.
      - Options are being investigated regarding the shutter in abeyance.
      **RESOLVED:** A quote of £390+VAT was authorised for car park space demarcation.
   f. Update: The issue of misuse of the disabled parking bays was discussed.
      **RESOLVED:** For the Community Hall Management group to discuss and install restriction signs on disabled parking spaces in-line with the Blue Badge scheme guidance. Spending of up to £500 was approved.

157.11 **Parks and Open Spaces Working Party (POS WP)**
   a. Wildflower Meadow Proposal: No progress to report.
   b. Weed-spraying: Cllr. D Parsons has directed the Lengthsman who will continue on current schedule. The working party was directed to bring recommendations for additional work to the Council at the next meeting.

   The Christmas Lights Switch On event was discussed.
   **RESOLVED:** That the working party has approval to spend up to £1000 to ensure the tree is appropriately dressed and to liaise with CCHLMG to bring festivity to CCH.

157.13 **Communications Working Party (C WP)**
   The working party reported that edition 47 of the Cawston Parish News has been delivered and plans are in place for edition 48. A request was made for sources and ideas for articles. All articles should be submitted to Cllr. L Chase. All advertising requests should be submitted to Cllr. R Bishop. Cllr. M Bryant will distribute a timetable and copy dates.

   The working party also reported it is planning social media training for Councillors and updating the website.

157.14 **Public Safety Working Party (PS WP):** Deferred
157.15 **Consultation on draft Warwickshire Rail Strategy 2019-2034:** The strategy was discussed. All councillors were directed to make their comments to Cllr. R Bishop by 18/09/19 so a response may be submitted.

157.16 **Correspondence:**
   a. Car Parking: Anti-social parking has been complained about on Joyce Way. Cllr. S Bestwick is to write an article for the newsletter on considerate parking.
   b. Speed Limits: discussed in item 157.4
   c. Cave Close Play Area: The recent incident has been reported to RBC.
   d. Dangerous footpaths: The resident has been directed to approach the developer who is responsible for maintaining the footpath in question. The Council would like to encourage good neighbourly behaviour, with neighbours assisting those less able.
   e. Litter: The Council expressed its gratitude in drawing the issue of car drivers disposing of litter on the estate and the efforts in attempting to identify them. Any such information will be shared with the PCSO team.
   f. Vegetation on the bridleway: This has been reported to RBC and is scheduled to be maintained.
   g. Poplar shoots Whitefriars/Cawston Grange Drive: This has been reported to RBC and is scheduled to be maintained.
   h. Streetlighting: The clerk is currently dealing with this issue of adoption.
   i. Works on Coventry Rd: Cllr. P Butlin directed the clerk to the relevant contact at WCC.

157.17 **Planning:** Current applications and responses were considered.

R18/0995 Cawston Spinney and Brickyard Spinney: Cllr. S Bestwick and the clerk will draft a response.

157.18 **To discuss items requiring the clerk’s attention:**
   Planters and Noticeboards: The POS WP was directed to bring recommendations to the Council.

157.19 **Action Log**
   1. Column numbers for Coventry Rd streetlights
   2. Supply information to the clerk.
   3. WALK training sessions.
   4. Budget recommendations
   5. Purchase bollards
   6. Car park space demarcation
   7. Disabled car parking spaces
   8. Lengthsman recommendations
   9. Christmas Lights
   10. Sources and content for CPN
   11. Warwickshire Rail Strategy
   12. R18/0995 Response
   13. Planters and noticeboards

Meeting was closed at 21.38

**Date and Time of the Next Meeting:**
Tuesday 15th October 2019 at 7.30pm. To be held at Cawston Community Hall, Scholars Drive, Cawston

Signed: SBOR
Chairperson: SBESTUCK
Date: 22/10/19