

# Cawston Parish Council

**Councillors:** M.T. Stokes (*Chairman*), P. Venner (*Vice Chairman*),  
Mrs V. Mair, J.F. Tucker, Mrs D. Wilson, Mrs M. Brett, Mrs L. Porter, Mrs R. Latham, R. Mistry, T. Medcraft

---

1

Minutes of the meeting (number 8) held by Cawston Parish Council on Wednesday 12<sup>th</sup> September 2007 at 7.30pm in Cawston Grange Primary School.

**Present:** Cllr M. Stokes (Chairman), Cllr P. Venner (Vice-Chairman), Cllr R. Mistry, Cllr T. Tucker, Cllr Mrs V. Mair, Cllr Mrs L. Porter, Cllr Mrs M. Brett, Cllr Mrs D. Wilson and Mrs L. Early (Clerk/RFO).

Also present were Borough Cllr P. Butlin, PCSO Harry Mossop and four members of the public.

## Public Business

**1. Apologies for Absence** were received from Cllr T. Medcraft, Cllr Mrs R. Latham, Steve Parkes (Planning Dept, RBC), Adrian McInnes (William Davis Ltd), Rob McGuinn (MDA Consulting), County Cllr T. Cavanagh and Borough Cllr M. Williams.

**2. Declaration of Interest as defined by the Code of Conduct for Councillors;**

- a) Personal Interests – Cllr R. Mistry declared an interest in agenda item (7) being the decision to employ a specific printing company to produce the Cawston Parish magazine.
- b) Prejudicial Interests – None.

**3. Minutes of the previous meeting;**

- a) There were no matters arising.
- b) The minutes of the previous meeting were agreed.

**4. Opportunity for Borough and County Councillors to raise and discuss items.**

Borough Cllr Butlin opened the discussion by explaining that Rugby Borough Council is still awaiting the planning proposal from the Consortium regarding the pending commercial area. Cllr Venner questioned when the work on the Rugby Relief Road would begin. Borough Cllr Butlin responded that work has already commenced surrounding the railway workings and the early stages of roundabout construction are underway near to the Cement Works.

---

[www.cawstonpc.org](http://www.cawstonpc.org)

**Clerk to The Council;** Mrs Lucy Early  
30 Berrybanks, Bilton, Rugby. CV22 7JJ  
**Telephone:** 01788 819774  
**Email:** [clerk@kawstonpc.org](mailto:clerk@kawstonpc.org)



Cawston Parish Council  
Prints on 100% Recycled Paper

## 5. Opportunity for representatives of Rugby Police to raise and discuss items.

PCSO Harry Mossop commented that vehicle nuisance is currently the main cause for concern on the Cawston Grange development. However, the PCSO explained that the Police are attempting to organise a permanent track to accommodate all motorcycle activities. Currently, there are 'transportable' mini-moto tracks to encourage youngsters to utilise their motorcycles away from public roads. Local PCSO's have been trained as clerks/marshalls and youths wishing to attend must join the Motorcycle Union Club to gain access to the track. Motorcycle equipment is checked by trained marshalls to ensure safety and youngsters must be accompanied by a parent or responsible adult in order to access the track. Furthermore, if they are subsequently caught using bikes on public roads - they are expelled from the course. PCSO Mossop explained that numerous youths have approached him to express interest in these activities and it is hoped that these initiatives will provide a positive step in combating vehicle nuisance in the area. Cllr Tucker questioned whether youths would be interested in attending the course alongside their parents/other adults or whether parents themselves would be interested in going along. Furthermore, Cllr Tucker expressed his concern that youngsters would be unable to attend the course as a result of difficulty in transporting their motorcycles to the track. PCSO Mossop stated that although he accepted the comments of Cllr Tucker, that there has been much interest in the course despite the numerous conditions of membership and that he hoped that funding, perhaps from *Play England*, could ensure the introduction of a permanent track and permanent storage for the bikes.

Borough Cllr Butlin commented that Rugby Borough Council were attempting to use some Section 106 funds to finance a permanent BMX track but were unable to locate a suitable site. PCSO Mossop advised of a body named *Play England* ([www.playengland.org.uk](http://www.playengland.org.uk)) which can provide funding for play areas.

PCSO Mossop stressed his belief that Cawston needs to provide space for usage by the 13-17 age group, ideally a youth club. Cllr Tucker commented that unfortunately there was a problem in locating land and/or premises within the

---

**www.cawstonpc.org**



Cawston Grange development. PCSO Mossop suggested that the Council propose a project for lottery funding by *Play England*. Indeed, he advised that Overslade now had a popular community centre thanks to lottery funding. Cllr Mrs Brett enquired whether the Council could propose that part of the new commercial area be used to provide a community centre. The Chairman advised that this would likely involve purchasing land from the Consortium and allowing them to build on the undeveloped land on Calvestone Road which could prove controversial and costly. However, the Chairman explained that another option could be to use some of the public space in Cawston in order to provide a community centre. Borough Cllr Butlin advised that this option was worth exploring and that local villages had used public space in order to provide community facilities. The Chairman stressed that the Council must remain aware of the needs and opinions of the local residents.

In addition, Borough Cllr Butlin advised that the traffic lights that were due to be introduced at the *Sheaf & Sickle* junction were now deemed to be no longer needed. He questioned whether the Council were prepared to write to Warwickshire County Council (WCC) to request that these lights be introduced in order to ease traffic problems at this difficult junction. The Council decided to discuss this issue at the next meeting.

**ACTION:** (a) Borough Cllr Butlin will investigate the constraints regarding the use of public space to provide a community centre and (b) the Council will discuss whether to write to WCC regarding traffic lights at the *Sheaf & Sickle* junction at the next meeting.

#### **6. To discuss and agree a procedure for recording and circulating Councillor's time away from home.**

**RESOLVED:** In order to establish a common procedure, it was agreed that all Councillors unavailable for three or more days, will put their holiday dates on the Council website. If they are unable to do this, they will advise the Clerk who will ensure that dates are made known to other Council members.

#### **7. The publication of a leaflet/newsletter to Cawston (update).**

---

[www.cawstonpc.org](http://www.cawstonpc.org)



Cllr Tucker distributed an outline of his findings regarding the cost of printing the new Cawston magazine. Cllr Tucker explained that local printing company, *Steers*, offered a competitive price to include good quality paper and trimming. The Council agreed that local printing companies should be supported and questioned whether Bilton High School could produce the magazine. Cllr Mrs Brett advised that the high school reprographics department was able to produce a good quality publication but that it did not operate during school holidays. It was proposed by Cllr Stokes and seconded by Cllr Venner that *Steers* be used to produce the first copy of the magazine and that subject to quality, other printing establishments be considered in the future, including Bilton High School.

Cllr Tucker suggested that the magazine would need a name, a logo and a decision regarding content. The Chairman suggested that the residents could decide the name and logo but that 'Cawston Parish News' be used in the meantime. Cllr Mrs Wilson enquired whether the magazine would contain adverts and it was agreed that although adverts would be used in the future, that it was important to ensure that the first magazine was introduced fairly soon. Furthermore, it was agreed that the first edition include an introduction to the Council and an update regarding issues/actions to date. Cllr Mistry suggested that a draft copy of the first edition be brought to the next meeting and it was agreed that contributors would submit their articles electronically to Cllr Tucker by **Sunday 30<sup>th</sup> September**.

**ACTION:** (a) Council to utilise *Steers* to produce the first edition of the magazine, (b) all articles to be submitted electronically to Cllr Tucker by 30/09/2007 and (c) draft copy to be brought to next meeting.

## **8. To hear and consider any received correspondence.**

The Clerk has received the following correspondence;

- i. RBC Sustainability Appraisal Scoping Report (circulated).
- ii. RBC Planning Dept – Approval of amended plans (Applicant – Stephen George & Partners) – (forwarded Cllr Mair).
- iii. RBC Legal Services – October Code of Conduct training – mop up session (circulated).
- iv. Request for expressions of interest in the Rugby Town West Panel meeting (circulated).

---

**[www.cawstonpc.org](http://www.cawstonpc.org)**



- v. Planning decision (approved) Application No RO7/1261/PLN (forwarded to Cllr Mair).
- vi. Planning decision (approved) Application No RO7/1400/PLN (forwarded to Cllr Mair).
- vii. Adrian McInnes – Dog Bins plan will be discussed in near future with Rob McGuinn. The delay has been due to the recent holiday period.
- viii. SLCC New membership introduction pack.
- ix. Invoice – Clerk’s National Conference (October).
- x. Consultation dates for Post Office closure programme (circulated).
- xi. September edition of the journal, *Local Council Review*.
- xii. WALC Rugby Area Committee meeting (circulated).
- xiii. Rugby District Police Bulletin (circulated).
- xiv. August Police Report (circulated).
- xv. Telephone correspondence from member of the public regarding the development of further affordable housing and the commercial area.
- xvi. Insurance policy schedule and Employer’s liability insurance certificate from AON.
- xvii. Insurance quotation from Zurich (insurance already organised).
- xviii. Lexis Nexis Butterworths – *Local Council Administration* book.
- xix. Software license certificate from *Advantedge*.
- xx. Email correspondence from resident requesting further dog foul bins around the estate.
- xxi. *Clerk’s Direct* – September edition (to circulate).
- xxii. *The Clerk* – September edition (to circulate).
- xxiii. Office Supermarket – Filing Cabinet.

**9. To consider and discuss any relevant planning notices.**

Cllr Mrs Mair reminded the Council that if they receive a planning notice that it is important to take note of the date for submission as the Council only has limited time to make comments on the planning application. Cllr Tucker commented that it was also important to check the holiday record as items for circulation should not be delivered to anyone away from home. Furthermore, it was agreed that the Clerk will add the Councillor’s addresses to the circulation cover sheet.

**RESOLVED:** Clerk to add addresses to circulation cover sheet.

**10. To consider and discuss any payments to be made;**  
(a) £35.25 for Clerk’s attendance at SLCC Annual Conference

---

**www.cawstonpc.org**



- (SLCC) – amendment to item (b) of minutes 08/08/07.
- (b) £40.00 for Clerk’s Manual (SLCC).
- (c) £256.46 for Clerk’s September wages (Clerk).
- (d) £72.34 for income tax on Clerk’s Sept wages (HMRC).
- (e) £6.55 for Clerk’s expenses for August (Clerk).
- (f) £162.49 for BT phone installation and line rental until 02/12/07 (BT) – amendment to item (h) of minutes 08/08/07.

Date and time of next meeting is Wednesday 10<sup>th</sup> October 2007 at 7.30pm in Cawston Grange Primary School. There being no further business, the meeting closed at 2040.

Signed..... Date.....  
Councillor M. Stokes, Chairman

**\*\* END OF DOCUMENT \*\***

