

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

DRAFT MINUTES

Any queries relating to these minutes should be directed to The Clerk;

Mr Raymond Morgan. 52 Ratliffe, Rugby. CV22 6HB
Telephone: 01788 519563 or Email: clerk@cawstonpc.org

Ordinary Meeting Number 15. Wednesday 12th February 2008 Held at Cawston Grange Primary School

Parish Councillors in Attendance:	M.T. Stokes (<i>Chairman</i>), P.Venner (<i>Vice Chairman</i>), J.F. Tucker, Mrs. D. Wilson, Mrs. M. Brett, Mrs. L. Porter, Mrs. R. Latham, R.Mistry, T. Medcraft
Other Guests in Attendance:	County Cllr Cavanagh
Number of Public in Attendance:	None

The meeting opened at 7:30pm

1. Apologies were received from:

Cllr. Mrs V. Mair, Borough Cllrs Butlin & Williams, PCSO Jayne Thatcher, Warwickshire Police

2. Declarations of Interest

- a. **Personal;** Cllr Stokes: Item 18D
- b. **Prejudicial;** None Received

3. Minutes of the previous meeting(s).

- a. **Matter Arising; There were no matters arising.**
- b. **To Agree the minutes of the previous meeting(s);**

The Council Resolved That: The Chairman sign the minutes 14 as a true and accurate record of that meeting.

- **Proposed:** Cllr Tucker
- **Seconded:** Cllr Medcraft

4. Up to 15 Minutes for members of the public to address The Council;

There were no members of the public in attendance

5. Opportunity for representatives of Warwickshire Police to address The Council

There were no representatives in attendance

6. Opportunity for Borough and County Councillors to address The Council

There was no business raised.

7. To discuss the planning application for Ling Hall Quarry

County Cllr Cavanagh began the discussion by stating that he had sent his own submission to the County Council and produced a copy for the meeting. His concern is that the piece of land in the planning application is not part of the County Council's designated mineral plan. This could lead to further planning applications being submitted for a further two quarries, not necessarily by the present applicant, which could triple heavy transport in the area. Cllr Venner said that the present proposal stated that the existing mineral quarry would be exhausted in 2/3 years and that the number of lorries in the area would not

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increase. County Cllr Cavanagh re-iterated that the existing company may not be the only one to apply in this area. The extension applied for is the [other](#) side of Lawford Heath Lane to [Cawston](#) and others could apply for quarrying on the [Cawston](#) side of the lane. The issue is the existing quarry and the filling thereof. Cllr Stokes said survey by County Council had earmarked area of mineral extraction and this fell outside of that area. The company had been on site since 1996.

The Clerk 27/2/08 13:33

Deleted: Cawston

The Clerk 27/2/08 13:36

Deleted: other

At this point County Cllr Cavanagh produced a plan of the existing area and proposed extension. The plan was looked at by the meeting. Cllr Cavanagh pointed out that the area applied for is not part of the existing mineral survey map and that further planning applications would be needed for the survey map area. The consultation period had been extended to the end of February 2008 – application goes to committee on 1st April 2008. Cllr. Cavanagh said he was happy to leave all of his documentation with Cawston Parish councillors to continue their discussion. Cllr Stokes thanked Cllr. Cavanagh for bringing this application to the Parish Council's attention. He further stated that Cawston Parish Council were within their rights to either support County Cllr. Cavanagh's submission or send their own response. At this point the submission to the County Council by Cllr. Cavanagh was read to the meeting. Cllr Stokes said that 'Preferred Areas' are part of Government Legislation which is followed by the County Council, although it is not necessary that 'Preferred Areas' will automatically be followed. He did not feel that traffic was a concern to Cawston Parish at present. Felt that Cawston Parish Council should respond in their own right.

Cllr Venner, having read the whole of the application, could see no way in which this Council could object. Cllr M Stokes stated that we are asked to comment on the application. County Cllr Cavanagh said that we could claim that the existing application is sufficient extraction for the period of the application. It transpired that the Parish Councillors were not aware of the quarry until this application. He further stated that the only objection would be to vehicles leaving litter on their way to the landfill site, also make point that the A45 access is to continue to be used and not the A4071.

Cllr Stokes felt that we could not object to vehicle movements, but it was legitimate to raise transport issues even if outside our area. He felt that Cllr. Cavanagh's submission should be supported plus the concern that the application is for extraction outside of the 'preferred area' and could give rise to greater potential of mineral extraction in the area. Also that extraction should be capped for the period of this application and that site traffic continue to use the current A45 access as at present. This planning application is different from a normal application and is, in fact, a major planning application. Cllr Tucker felt we should respond.

Cllr Medcraft raised his concern as increased traffic. Cllr P. Venner countered that there would be no additional traffic because as one area closed another area opened. Cllr T Medcraft stated that with the issue of the Climafuel project the traffic generated by that was a concern. Cllr M Stokes said that we are here to represent Cawston parish Council residents and traffic will not affect them. Cllr T Tucker said that there was a concern over dust, with the prevailing wind carrying dust over Cawston and also contamination of the air, and this should be added to the response.

Thanks were given to Cllr Venner for having read the whole of the application.

Action: The Clerk to email Councillors with a copy of Cllr Cavanagh's submission and requesting comments by a deadline.

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8. Proposal; To change item 6.5 of the adopted Financial Regulations to allow a petty cash float to be held by The Clerk

The Chairman initially proposed a float of £250.00 should be held by The Clerk. Cllr Tucker asked that before float be taken that the insurance position re the float be checked with the insurers. Cllr Mrs Latham asked if this float was to be used for repairs/replacement of The Clerks office equipment. Cllr Stokes confirmed that this was correct.

The Council Resolved That: A float of £100 be agreed initially and monitor progress.

- **Proposed:** Cllr Stokes
- **Seconded:** Cllr Venner

Action: The Clerk to contact insurers re insurance of float held by Clerk and to establish a cash float of £100

9. Update on the Parish News

Cllr Tucker said that he knew in which areas the Parish News had been delivered by the telephone calls he had received. It may be difficult to keep up the advertising but this would be pursued. Requests had been made to extend the closing date but Cllr Tucker had been unable to comply as the issue was already full. In future closing dates would be observed. The Clerk is holding five copies of each issue of the magazine for future use. Cllr. Venner asked that a copy of the magazine be sent to the Zephyr band, woodland Singers and the Photographer, all of whom support the carol service without charge.

Cllr M Stokes asked that the magazine should read 'The Magazine of Cawston Parish Council' and not 'The Magazine of Cawston Parish'. Also should there be a disclaimer to the effect 'that we do not endorse the Advertisers'. Some discussion took place on the first issue with Cllr Tucker stating that he undertook the role of editor for the Cawston Parish and not the Council. Cllr Stokes said that he had received a comment from a member of the public on this subject and agreed that the heading needed to be altered accordingly. A vote was then taken on this issue and agreed by a majority that the heading be amended to read 'The Magazine of Cawston Parish Council' on future issues

Cllr Tucker tendered his resignation as Editor of The Cawston Parish News. Cllr Stokes said that the next Council meeting would discuss the way forward.

At this point Cllr Tucker left the meeting.

The Council Resolved That: Future publications of the parish magazine would state "The Magazine of Cawston Parish Council"

10. To Discuss the request for funding received for a community Parent & Toddler Group

A request had been received from Sarah Jayne Cooke for funding of £400 to set up a Parent & Toddler Group based at Cawston Grange Primary School on a Thursday afternoon each week. A schedule of estimated expenditure had been drawn up by the applicant. The fee would be £1 per week and would be non-profit making. Cllr Mrs Brett expressed concern that the funding requested was sufficient to start the group. Cllr Stokes said that the school were happy to accommodate the group and Cllr Mrs Brett said that she was happy to support the application.

Cllr Medcraft was in favour of the application but would not expect this to be paid annually – that any further funding would be the subject of separate applications. Cllr stokes said he preferred funding by instalments and see how the money is spent before making a further instalment. Cllr Mrs Brett said the applicant would need the cash to buy equipment and the rent for the hall would be paid out of income. Cllr Venner supported the pay by instalments,

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see receipts and the make further instalment. The Chairman asked if everyone was in favour of such funding, Cllr Mrs Porter queried the estimate of set up charges given.

The Council Resolved That: Initial funding in the sum of £200 be granted with further instalments being subject to seeing receipts for the items purchased. Also if the Group did not go ahead that the funding be repaid.

- **Proposed:** Cllr Venner
- **Seconded:** Cllr Mrs Brett

11. To discuss the request for funding from Rugby Police to purchase a 'Community Speed Gun'.

The request for funding is to provide a speed gun that can be used by the community. People from within the community would be trained to use the speed gun and report speeders registration numbers to the police who would send warning letters to offenders. The cost of such equipment is £2,500 each. Should Cawston Parish Council contribute, either in part or full, then the Council would have access to use the speed gun. Cllr Medcraft expressed concern as to the reliability of the gun as per media reports. Cllr Venner concerned as to police response to request for looking at speeding in the Parish should we not contribute towards the cost of a gun.

The Council Resolved That: Other Councils be approached as to their response to this request and whether combined funding be sought.

- **Proposed:** Cllr Stokes
- **Seconded:** Cllr Venner

Action: The Clerk to liaise with other Parish Councils on their response(s) to this request and report back.

12. Proposal: To move the planning responsibility to The Clerk

Thanks were expressed to Cllr Mrs V. Mair for her past contribution on planning.

The Council Resolved That: The planning responsibility pass to The Clerk

- **Proposed:** Cllr Stokes
- **Seconded:** Cllr Mrs Wilson

13. To discuss the need to appoint an internal auditor

Cllr Stokes said that with the appointment of an External Auditor the Council needed to appoint an Internal Auditor.

The Council Resolved That: The Clerk be charged with the task of appointing an Internal Auditor.

Action: The Clerk to take advise on the appointment of an Internal Auditor, liaising if necessary with other Parish Council Clerks as necessary.

14. To receive an update on the situation with the dog foul/litter bins.

Cllr Stokes stated that, that currently the Parish Council had no authority to enforce dog foul/litter bin legislation, this was the responsibility of Rugby Borough Council.

Dog foul & Litter bins would be installed shortly at the locations agreed. There was now one spare bin which The Council agreed would be sited by the track in the field by the railway track. Signs for the bins had already been decided on.

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15. To consider The Council purchasing a Portable Hearing Aid Loop System to aid any councillors or members of the public which could also be used for other community groups within the parish.

Cllr Stokes stated that an existing councillor wore two hearing aids and sometimes has problems hearing everything that is said. He also stated that a member of the public had commented she would attend meetings, but also wore hearing aids and the acoustics in the school hall were poor. This Hearing Loop System would be kept at the school and would be available to other groups. The system has a 20/40 metre range and would cost between £100 and £300.

The Council Resolved That: The Portable Hearing aid Loop be purchased.

- **Proposed:** Cllr Stokes
- **Seconded:** Cllr Mistry

16. To hear and consider any received correspondence

- Letter of thanks from Warwickshire & Northamptonshire Air Ambulance for donation.
- Receipt From Warwickshire Firefighters Family Fund
- Rugby Borough Council – proposed licence for Parish Council notice board at Calverstone Road
- WCC re Implementation of Part 6 of the Traffic Management Act 2004
- Audit Commission re appointment of External Auditor
- Rugby Borough Council re National Spring Clean 2008 – to involve Tory Group
- Warwickshire Lieutenancy office – re Awards Nominations
- Rugby Borough Council re Core Strategy Options Discussion Paper
- Rugby Borough Council re unsuccessful application re Rural Development Fund 2007/08

17. To consider and discuss any relevant planning notices

Noted that the planning application re 24 Francis Drive had been refused.

18. To consider and agree any payments to be made

The Council Resolved That: The following payments would be made in accordance with the Financial Regulations as adopted.

- **Proposed:** Cllr Stokes
- **Seconded:** Cllr Medcraft

Cheque Number	Description	Amount	Signatories
000056	Cawston Grange Primary School	£480.00	PV RM
000055	Chairman's Grant	£160.00	PV RM
000054	Clerk Expenses & Cash Float	£100.00	PV RM
000051/52	Clerk salary & PAYE payment	£328.80	PV DW

There being no further business, The Chairman declared the meeting closed at 9:56pm.

<p>Signed as a true record;</p> <p style="text-align: center;">..... (Chairman)</p> <p style="text-align: center;">..... (Date)</p>
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