

Cawston Parish Council

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

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 19. Wednesday 11th June 2008 Held at Cawston Grange Primary School

Parish Councillors in Attendance:	Cllr P. Venner(Chairman), Cllr Mrs V. Mair, Cllr T. Tucker, Cllr Mrs D. Wilson, Cllr Mrs M. Brett, Cllr Mrs L. Porter, Cllr R Mistry, Cllr T Medcraft
Other Guests in Attendance:	PCSO Harry Mossop
Number of Public in Attendance:	One

The meeting opened at 7:30pm

- 1. Apologies were received from:** Cllr Mrs R. Latham, PCSO Jayne Thatcher (Warwickshire Police), Borough Cllr M.T. Stokes. Cllr Mrs R. Latham also advised that she would be standing down as Vice Chairman with immediate effect.
Action: Vice Chairman's position to be discussed at next meeting.

2. Declarations of Interest

- a. Personal;** Item 8 - Cllr T. Tucker - Due to his previous role as Magazine editor.
Item 13 - Cllr P. Venner – Due to his connection with the School.
Item 13 – Cllr Mrs D. Wilson – On PTA committee
Item 16 – Cllr P. Venner – Due to knowing the applicant.

- b. Prejudicial;** Item 16 – Cllr Mrs D. Wilson – Due to her involvement with Applicant.

3. Minutes of the previous meeting(s).

- a. Matter Arising; None**
- b. To Agree the minutes of the previous meeting(s);**

The Council Resolved That: The Chairman signs the Minutes of the Annual General Meeting of the Council held on 14th May 2008 as a true and accurate record of the meeting.

- **Proposed:** Cllr T. Tucker
- **Seconded:** Cllr Mrs V. Mair

The Council Resolved That: The Chairman signs the Minutes No.18 as a true and accurate record of the meeting after omitting Item 3a as above.

- **Proposed:** Cllrs Mrs L. Porter
- **Seconded:** Cllrs Mrs M. Brett

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

A resident of Cave Close raised a concern with regard to the car park at the end of Cave Close. The problem being that youths use the car park, and estate roads, to race cars as well as playing football on the car park late in the evenings and in the early hours of the

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morning. Incidents are reported to the police but never any officers available to attend. PCSO Harry Mossop advised that the resident should attend the Rugby Town West Locality Panel meetings held quarterly, the next meeting at St. Oswalds School on 19th June 2008. Also continue to contact Rugby Police, the more complaints the better.

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

The PCSO present at the meeting did not have any report for the meeting. No questions were directed at him..

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

None present.

7. To receive an update of Actions from the Previous Meeting

In Borough Cllr M. Stokes absence there was no up-date on the rubbish problem in Primary Walk.

Action: The Clerk to contact Borough Cllr M. Stokes on the subject. Orbit to be requested for a representative to attend future meetings.

Gallaghers had not been written to regarding the lack of action on the Commercial Centre.

Action: The Clerk to undertake this task.

The Dog Foul/Litter signage was now on order.

8. To Discuss the future of The Cawston Parish News

Cllr P Venner had produced a list of contents with contributors. Contributions to be with him by 20th June.

The magazine to be an A5 booklet with advertisers. Typesetting was also discussed at £35.00 per hour with Steers Printing. It was mooted that this could come out of advertising revenue. Cllr P Venner to edit with working party.

Additional items to contents are:-

Crossing on Coventry Road

Road Names

Role of Clerk

Anyone willing to edit magazine.

Action: Conduct first one as a trial.

9. To receive an update on the Xmas tree fencing

The Clerk had met a supplier on site and now awaited a quotation for the fencing, inclusive of installation. It was suggested that inside the fence the turf should be removed and ground cover, such as chipped bark, be put down after the installation of the fence was complete.

Action: Clerk to report back at next Council Meeting.

10. To receive a report from the Notice Board Working Party

A reply to previous queries was still awaited from suppliers. The working party asked for confirmation that the notice board would be dustproof as well as weatherproof.

- **Action:** Cllr T Medcraft to look at the Gerard Road board with a view to weatherproofing it and, if successful, to move on to the Calvestone Road board. The clerk to contact both the Rugby Borough Council and The Consortium to locate a notice board on Whitefriars Drive etc (3 sites). Also to chase suppliers re assurances of weatherproofing etc.

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The Council Resolved That: Expenditure up to £20 is agreed to trial weatherproof one of the windows of the Notice Board.

- **Proposed:** Cllr. P. Venner
- **Seconded:** Cllr T. Tucker

11. To discuss the issue of grass verge cutting and weed control

Cllr T. Medcraft had contacted Rugby Borough Council re the verges on Cawston Grange Drive and had been advised that they cut 10 times a year. If an area is bad contact them and they will come out and cut. The number of times The Consortium cut was still awaited.

- **Action:** Cllr T. Medcraft to get the facts in writing from both cut sources. The Council to note the number of grass cuts each year, from this meeting, noting that a cut had just occurred.

12. To fix a date for the Annual Parish Meeting

It was agreed that it would be better to defer the meeting until September 2008 and that a working party be formed organise the meeting. The working party to consist:-
Cllr P. Venner, Cllr R. Mistry, Cllr Mrs V. Mair and Cllr Mrs D. Wilson.

- **Action:** The Clerk to contact Cawston Grange Primary School to obtain availability of the School Hall in September and advise Cllr P. Venner so date can be printed in the Cawston Parish News.

13. To discuss a request from Friends of Cawston Grange re a donation/help with the school summer fete

- **The Council Resolved That:** The sum of £100 be donated for the event subject to confirmation from WALC of the best way of doing this.
- **Proposed:** Cllr T. Medcraft
- **Seconded:** Cllr T. Tucker

There were 6 votes in favour with 2 abstentions.

14. To discuss the Insurance renewal

- **The Council Resolved That:** Subject to Allianz and Came and Co confirming their quotations and cover provided that the Clerk renew the insurance at a premium not exceeding the sum of £340.35. There was concern that the Council might end up uninsured and it was agreed that the current policy be renewed if the Council could not be satisfied, in time, with information from the alternative source, rather than risk the Council being left without any insurance.
- **Proposed:** Cllr P. Venner
- **Seconded:** Cllr Mrs D. Wilson
- **Action:** Clerk to contact Allianz and Came and Co re quotations and cover provided.

15. To consider the web site upkeep

Cllr R. Mistry confirmed that he would be 'the webmaster' from July.

16. To hear and consider any received correspondence

Application to display notice for 'Daytime Art Classes' on notice boards.

- **The Council Resolved That:** The notice be displayed subject to the addition of the wording 'No charge – donation for materials only'.

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- **Proposed:** Cllr P. Venner
- **Seconded:** Cllr T. Medcraft

17. To consider and discuss any relevant planning notices

An appeal had been lodged re the refusal of the application in respect of 24 Francis Drive.

- **Action:** Cllr T Tucker to circulate list of legitimate planning objections.

18. To receive a report on the Finances of Cawston parish Council and confirm appointment of Internal Auditor

The financial position of Cawston Parish Council as at 31st May 2008 is as follows:

Current account	£	417.08
Deposit account	£	61,492.27
Petty Cash	£	23.76

TOTAL FINANCES £61,933.11

- **The Council Resolved That;** It was confirmed that Mr G Waghorn be appointed Internal Auditor and that his fee would be in the form of a donation to Dunchurch Baptist Church in the sum of £75.

19. To consider and agree any payments to be made

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

- **Proposed:** Cllr P. Venner
- **Seconded:** Cllr R Mistry

Cheque Number	Description	Amount	Signatories
000069	Clerks Salary	£263.00	DW VM
000070	Quarterly PAYE to HMRC	£197.20	DW VM
000071	Viking Direct for stationery	£121.88	DW VM
000072	Clerks Petty Cash	£ 76.24	DW VM

There being no further business, The Chairman declared the meeting closed at 9:52 pm.

<p>Signed as a true record;</p> <p>..... (Chairman)</p> <p>..... (Date)</p>
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