

Cawston Parish Council

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

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 20. Wednesday 9th July 2008 Held at Cawston Grange Primary School

Parish Councillors in Attendance:	P. Venner, Mrs D. Wilson, Mrs V. Mair, T. Tucker, Mrs R. Latham, Mrs M. Brett, Mrs L. Porter, R. Mistry, T. Medcraft
Other Guests in Attendance:	Borough Councillor M. Stokes, PCSO Emma Bostock and PCSO Martin Spraggit
Number of Public in Attendance:	Three

The meeting opened at 7:30pm

- 1. Apologies were received from:** Borough Cllrs M. Williams and P. Butlin, County Cllr Cavanagh, PCSO Thatcher, PCSO Mossop and Mark Pawsey

- 2. Declarations of Interest**

- a. Personal;** Cllr T. Tucker re Item 12
- b. Prejudicial;** "None Received"

- 3. To elect a Vice Chairman**

The Council Resolved That: Cllr Mrs D. Wilson is elected Vice-Chairman of the Council

- **Proposed:** Cllr P. Venner
- **Seconded:** Cllr Mrs M. Brett

All Councillors voted in favour, no abstentions.

- 4. 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 sign the minutes (19) as a true and accurate record of that meeting.

- **Proposed:** Cllr R. Mistry
- **Seconded:** Cllr T. Medcraft

- 5. Up to 15 Minutes for members of the public to address The Council;**

Two residents of Cave Close expressed their concern of the vegetation from Trussell Way down through Cave Close not having been mown this year, with the exception of a 6 foot strip adjacent to the footpaths. The residents produced photographs of the area. Borough Cllr M. Stokes stated that he had been in contact with Rugby Borough Council on this subject and they had stated that the area in question was a designated conservation cut. They were unwilling to move from this. The Consortium has paid a sum of monies to Rugby Borough Council for maintenance of Cawston Grange which includes mowing. The area in question was adopted by Rugby Borough Council on 29th June this year. Cllr T. Tucker said that he was concerned that residents were paying for services that they were not receiving, Borough Cllr M. Stokes agreed to follow this up. One resident stated that he had travelled

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through the Rugby Borough Council area and had been unable to find another area in the same state as that around Cave Close.

6. Opportunity for representatives of Warwickshire Police to address the Council

PCSO Bostock introduced herself and PCSO Spraggit, whilst they did not cover Cawston Grange they would take any concerns back to their colleagues who did. PCSO Bostock gave a short resume of crimes in the area in the period 1st April to 1st July 2008. They were:- nuisance 11, theft 2, vehicle related 8, damage 7 and sheds 3.

There were patrols to curb mini motos, but action could only be taken if the offenders were caught, it was proving difficult to catch them. Cllr P. Venner suggested that a plain car be parked in Gerard Drive between 1200 and 1600 hours on a Saturday, PCSO Bostock said she would make the team aware of this. Borough Cllr M. Stokes said that there had been an off-road bike initiative some 3 weeks ago.

Cllr Mrs R. Latham asked that a check be made with PCSO Harry Mossop regarding previous meetings when Councillors were told that the police now had the right to crush bikes. Also to confirm that parents were paying fines of up to £400 to reclaim bikes.

Cllr Mrs L. Porter asked about young children cycling on pavements, PCSO Bostock said that this was alright for children up to the age of 10 with the adult also being on the pavement.

- **Action:** PCSO Bostock to check why bikes are not crushed when offenders are caught.

The PCSO's left the meeting at this point.

7. Opportunity for Borough and County Councillors to address the Council

Borough Cllr M. Stokes stated that the adoption of the public open spaces of the estate by Rugby Borough Council were moving very quickly and most would be completed in the next three months.

A children's play area is to be built on the green between Gerard Road and Whitefriars Drive and will be situated in between the pond and the access pathway to Creswell Place. He also reported that the 'dog foul/litter' signs are now in place. Cllr V. Mair said that two further brackets were needed for the dog waste only signs.

The Council Resolved That: An order is placed for the two brackets for the dog waste only signs, the cost already being covered under the total cost of the signs.

- **Proposed:** Cllr P. Venner
- **Seconded:** Cllr Mrs M. Brett

8. To discuss the reporting of the minutes (end of trial period)

The Council Resolved That: the reporting of the minutes remains unchanged and that the minutes will be issued by the Sunday following the meeting, with comments by the following Wednesday.

- **Proposed:** Cllr Mrs R. Latham
- **Seconded:** Cllr Mrs D. Wilson

9. To receive an update on Actions from the previous minutes

None as all covered by items in the agenda.

10. Status on the Auditing and filing of the annual accounts

As the accounts were issued at the start of the meeting it was agreed that this be held over for one week to enable Councillors to look at and comment on them.

- **Action:** Clerk to arrange hire of room for 16th July 2008 for an extraordinary council meeting.

11. To discuss the co-option of a Councillor

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Attendees present at the meeting, with the exception of Councillors and Clerk, were requested to leave the room whilst this subject was debated.

The Council Resolved That: Philip Sharples is co-opted as a Councillor

- **Proposed:** Cllr P. Venner
- **Seconded:** Cllr Mrs M. Brett

Voting was unanimous.

12. To receive an update from The Cawston Parish News working party and approve the cost of printing to a maximum of £250.

It was reported that the last edition was out prior to the end of June and the intention was that the next issue would be early September followed by a November issue to publicise the Carol Service in December. Next year the issues would come out in February, May, August and November.

As there was no setting cost involved the invoiced price is £235.00

The Council Resolved That: The sum of £235 is approved for the cost of printing the June issue of The Cawston Parish News.

- **Proposed:** Cllr P. Venner
- **Seconded:** Cllr Mrs D. Wilson

Voting was unanimous

The Council Resolved That: The working party to continue to edit The Cawston Parish News with a review in six months. The Council agreed to thank those volunteers who had expressed an interest in editing the magazine.

- **Proposed:** Cllr P. Venner
- **Seconded:** Cllr Mrs V. Mair

- **Action:** To ensure that the cost of printing the September issue is on the August meeting agenda for approval. The Chairman to contact the volunteers and thank them for making contact.

13. To receive an update on the Xmas tree fencing and discuss the requirement for xmas tree lights

A quote had been received from Burbage Gates Ltd for a 5 foot high fence in the sum of £2,600 approximately including installation and VAT. It was felt that fence 1.1metres high would be sufficient. A plaque is to be fixed to the fence with wording provided by P. Sharples.

The question of watering of the tree was raised. Borough Cllr M. Stokes reported that the Borough Council are going to remove the grass from within the fence and put down a mulch under the tree itself covering the root ball. Lights for the tree are to be sourced, Cllr T.

Tucker said that a set of lights would cost £22 and Cllr P. Venner said that at least 5 sets would be needed. The Clerk was still awaiting a quotation for the lighting box.

- **Action:** The clerk to obtain three quotations for a fence 1.1metres in height, to include fitting and delivery. Also to source sets of lights to a maximum of £200 and to chase up quotation for the lighting box.

14. To receive a report from the Notice Board working party

Cllr T. Tucker confirmed the selected sites for a third notice board, these being Items 10 to 14 inclusive of the photographs in the working party report. (At this point P. Sharples left the meeting). Cllr T. Medcraft thought that the notice boards can be waterproofed.

- **Action:** Cllr T. Medcraft to carry out tests on waterproofing as previously minuted. The Clerk to write to The Consortium and Borough Council to receive agreement on the siting of the third board. The Clerk also to chase up the further enquiry of Malcolm Lane with regard to the request from the Working Party but still outstanding.

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15. To receive a report on the grass verge cutting and weed control

Borough Cllr M. Stokes said that the Borough Council did not spray grassed areas, only gutters and planted areas. The Parish Council had the option of taking on the grass cutting themselves, This can be requested, with the exception of verges, and would enable the cutting of 'conservation' cuts. Cllr Mrs L. Porter suggested that an extra cut could be requested. Cllr T. Medcraft pointed out that cutting of the conservation cut would require the grass to be taken away when cut. Cllr Mrs M. Brett asked that we see if taking over cutting is feasible, Borough Cllr M. Stokes said it would be a long process to get authority from the Borough Council. Cllr T. Tucker stated that we must be careful that no precedent is set. Cllr P. Venner had received emails from residents on this subject.

(P. Sharples returned to the meeting).

- **Action:** The clerk to find out if other areas of Cawston Grange have conservation cuts. Also talk to Rugby Borough Council about taking over the cutting of the conservation cut(s), what cost is involved and monies from RBC for doing this, how much?

16. To receive a report on the village hall survey

Cllr Mrs M. Brett hoped to get all replies in by the school holiday – the deadline being the August council meeting.

17. To consider the date of the Annual Parish Meeting

The Council Resolved That: The Annual parish Meeting would be held on 24th September 2008 commencing at 7.30 pm.

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

- **Action:** the working party to sort out speakers etc and set out the plan for the evening. Photographs of Cllr P. Sharples and the clerk to be obtained.

18. To discuss the Clerk's hours and availability

It was agreed that the clerk would be available on Monday and Wednesday mornings and any evening with the exception of Thursday. His mobile phone number would be given to Councillors.

The Council Resolved That: The clerk is paid 50 hours for his work in June 2008.

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

All of the Councillors were in agreement.

19. To discuss and confirm the insurance renewal

The Council Resolved That: The renewal of the Council's insurance is with Norwich Union through Came & Company at a cost of £300.86 for one year.

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

All of the Councillors were in agreement.

20. To discuss the status of the hearing loop

Prices were coming in at above that agreed previously and are approximately £700 from three different companies.

- **Action:** The clerk to organise a survey to determine the loop required and to see if any grants are available in this field.

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21. To receive a report on website changes/updates

Cllr R. Mistry, with help from Borough Cllr M. Stokes will put the Appointment notice on the web.

- **Action:** Put Domain Name cost approval on August agenda (£80).

22. To hear and consider any received correspondence

None received.

23. To consider and discuss any planning notices

Planning Application had been received in respect of 15 Grindal Place, erection of side conservatory.

Noted that 24 Francis Drive have appealed the refusal of their application.

24. To receive a report on the finances of Cawston Parish Council

Reported that the Savings Account held £59,600.76 and the Current Account £1,800, just over, as at 30th June 2008

25. To consider and agree any payments to be made

The Clerk notified the PC that he had purchased a program to convert documents into Adobe PDF format at a cost of £39.26.

The Council Resolved That : the following payments are made

- **Proposed:** Cllr P. Venner
- **Seconded:** Cllr Mrs D Wilson

Cheque Number	Description	Amount	Signatories
000073	Krishna Enterprises t/a Steers Printing	235.00	DW / PV
000074	Nuneaton Signs	138.18	DW / PV
000075	Rugby Borough Council	3,877.50	DW / PV
000076	Cancelled	0.00	
000077	Clerks Salary	263.00	DW / PV
000078	Clerks Expenses	41.25	DW / PV
000079	Came & Company	300.86	DW / PV

There being no further business, The Chairman declared the meeting closed at 10.05pm.

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