

Cawston Parish Council

Councillors: P. Venner (*Chairman*), Mrs D. Wilson (*Vice Chairman*)
Mrs V. Mair, J.F. Tucker, Mrs M. Brett, Mrs L. Porter, Mrs R. Latham, 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 24, Wednesday, 8th October 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, P. Sharples
Other Guests in Attendance:	None
Number of Public in Attendance:	None

Also in attendance – Raymond Morgan, Clerk to Council

The meeting opened at 7:30pm

1. Apologies were received from: Councillor T. Medcraft, Borough Councillor M. Stokes.

2. Declarations of Interest

- a. **Personal;** “None Received”
- b. **Prejudicial;** “None Received”

3. Minutes of the previous meeting(s).

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

The Council Resolved That: The Chairman sign the minutes 23 as a true and accurate record of that meeting.

- **Proposed:** Cllr Mrs D. Wilson
- **Seconded:** Cllr Mrs V. Mair

The Council Resolved That: The Chairman sign the minutes of The Annual General Meeting held on 24th September 2008.

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

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

None present.

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

None present.

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

None present.

7. To discuss and adopt a Publication Scheme. (Model Publication Scheme 2009).

The requirements of the scheme were discussed and the “Information available from Cawston Parish Council under the publication scheme” was completed

Chairman’s Initials:.....

- **Action:** The clerk to draw up the form, after consulting with WALC on some of the items, and email to all councillors for adoption at the next meeting.

8. To consider the way forward of Cawston Parish website

Cllr P. Venner and Cllr Mrs D. Wilson had contacted an IT person who had given instruction on how to enter and edit the website. All passwords had been changed. This had taken some 5 hours and Cllr P. Venner would be instructing Cllr R. Mistry on how to undertake this. It was agreed that a token payment be made for the time spent and a recommendation of £10 per hour was put forward which is to be ratified at the next meeting.

- **Action:** Clerk to ensure payment is on next agenda.

9. To receive a report from the Village Hall Working Group.

Cllr P. Sharples had expressed an interest in joining the group and this was agreed. A book had been obtained from the Village Hall Advisory Service and John Chard of Dunchurch Parish Council had been very helpful. Members of the group are to visit Dunchurch and other village halls over the next few weeks. A feasibility study would need to be undertaken to see if the project is possible. An action plan would be prepared for the next meeting. Rugby CVS offer help on obtaining funding.

- **Action:** Ensure payment for book, £12, is on next agenda.

10. To discuss the Way Forward for Cawston Development.

Cllr P. Sharples attended a seminar on Parish Plans which was both interesting and useful. Some of the delegates had already produced plans and reported that the survey feedback was very helpful from which a priority list can then be raised. It is possible to employ a company to carry out the survey but much better for the council to do it their self, i.e. councillors to knock on doors and get responses. One should become a Quality Council to obtain more money from other sources, and greater powers.

- **Action:** Cllr P. Sharples to arrange for speaker at seminar to speak to Council on Parish Planning at Cllr Mrs M. Brett's house on 26 November, at 7.30 pm.

11. To consider and discuss items for inclusion in the Precept and Budget for 2009-10

The Clerk had produced a form showing the 2007-2008 and 2008-2009 budgets and actual to date. It was requested that a blank form be sent to councillors for them to consider items for inclusion in next year's figures.

- **Action:** Clerk to arrange a meeting for 6th November 2008 to discuss the figures for inclusion in precept and budget for 2009-2010.

12. To consider a response to Core Strategy Preferred Options Paper: Formal Consultation 22nd September – 31st October 2008.

The consultation document was discussed and the questionnaire completed. The council were in favour of the plans but considered that under the item 'Actions' on Page 3 the following response should be made:-

"We here at Cawston Parish Council fully appreciate the difficulties when a new community is developed that lacks community and commercial facilities. Both Extension 1 & 2 propose more than the 1100 houses here at Cawston Grange and as a consequence they will need as a very minimum requirement adequate schooling for the number of families moving in, to include both pre-school and nursery facilities. Furthermore, a commercial centre is essential to include a primary store and other ancillary shop units and car parking. Also providing small for rent office units, medical facilities, public house/restaurant and a community/village hall. The Section 106 Agreement entered into by the contractor should have realistic early completion dates for these facilities. The introduction of the new

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Community Levy to be introduced in April 2009 should be realistic to provide these facilities for all future developments”.

Before the Long Term Growth Direction is auctioned ensure that the community and commercial facilities previously promised at Cawston are put in place before any future development. We find it surprising that a parish the size of Cawston is not mentioned in the document.

13. To consider and discuss the implications of:-

- a) Corporate Manslaughter and Corporate Homicide Act 2007
- b) The Power of Promotion of Economic, Social or Environmental Well Being
- c) Policy & Parliamentary Briefing – Empowerment White Paper

It was agreed to hold this over to the next meeting.

14. To consider possible bus route change.

The Clerk had spoken to both Warwickshire County Council and Stagecoach on this subject. The response, from the bus operator, was that due to the already tight timetable on this route A change would not be possible. It would require another bus to cover the Cawston Grange side of the estate and this would require further funding.

15. To consider the provision of a bus shelter.

To date only one resident had requested a bus shelter on Calvestone Road and the council felt that further evidence was necessary before providing said facility. As the council were to prepare a Parish Plan this item would be included.

16. To discuss and agree the preparation of a contacts list for use by all Councillors.

It was agreed that the Clerk prepare a list and email to all councillors. Councillors should then add to such list as necessary and send to the Clerk for consolidation and formal issue.

17. To receive a report from the Parish News Working Party

Issue 5 of The Parish News needed to be out end of November, beginning of December. Contributions were required.

18. To receive an update on The Xmas Tree fencing and securing the electricity supply. Also to approve supplier and price for the fencing, subject to Rugby Borough Council permission.

Awaiting permission from Rugby Borough Council and advised not to proceed until that was received. It was agreed to hold the Carol Service in the School Hall on Sunday, 14th December 2008, commencing at 4.00 pm.

- **Action:** Clerk to liaise with Rugby Borough Council to get permission to proceed.

19. To receive an update from the Notice Board Working Party. Also to approve supplier and price, subject to Rugby Borough Council permission.

It was reported that Cllr T. Medcraft was no longer in a position to carry out the work required on the existing notice boards to weatherproof them. The cost of repair was above that originally visualised and it would be more cost effective to purchase two new boards to replace the existing ones.

The Council Resolved That: One additional and two replacement boards be purchased and installed.

- **Proposed:** Cllr P. Venner

Chairman's Initials:.....

- **Seconded:** Cllr P. Sharples
- **Action:** The Clerk to liaise with Rugby Borough Council to get the licence completed to have the new board installed and update the existing ones.

20. To discuss the status of the hearing loop.

Cllr Mrs D. Wilson had brought a portable hearing loop to the meeting. This appeared to be beneficial to Cllr T. Tucker although the siting of the microphone had to be changed.

21. Estate Maintenance including football pitches

Although some of the overgrown areas had been cut back more work was required.

- **Action:** Clerk to chase Consortium to resolve.

22. To receive a Planning Forum feedback

This was covered under item 10.

23. To receive a feedback on the course “Being a Good Councillor and Clerk”.

Both Cllr P. Sharples and the Clerk were satisfied with the course which gave them a very good grounding as to their roles within the council. A course to be recommended to councillors and one, perhaps, they should revisit now that they had some experience of the role.

24. Subscription to CVS.

Now part of Warwick carver. They have a contact event on 7th November 2008 which interested parties can attend (!0.00 am to 2.00 pm). It was agreed that a representative from CVS should be invited to attend a council meeting in the New Year

The Council Resolved That: Cawston Parish Council affiliate to Rugby CVS.

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

25. To hear and consider any received correspondence.

Rugby Borough Council re lack of allotments in the borough.

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

The Clerk reported that the balance at 30th September 2008 stood at £78,132.37 having received the second instalment of the precept.

27. To consider and agree any payments to be made.

The Council Resolved That: The following payments are agreed

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

Cheque Number	Description	Amount	Signatories
000095	Krishna Enterprises (Steers Printing)	188.00	DW/PV
000096	HMC re PAYE	250.20	DW/PV
000097	Clerks Salary	394.40	DW/PV
000098	Clerks Expenses	133.56	DW/PV

The Chairman declared the meeting closed at 10:40pm.

Chairman's Initials:.....

Signed as a true record;

.....
(Chairman)

.....
(Date)

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

Chairman's Initials:.....