

Cawston Parish Council

Councillors: Mrs D. Wilson (*Vice Chairman*)

Mrs V. Mair, Mrs R. Latham, Mrs M. Brett, Mrs L. Porter, R. Mistry, T. Medcraft, P. Sharples, P. Venner

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 25, Wednesday, 12th November 2008 Held at Cawston Grange Primary School

Parish Councillors in Attendance:	Mrs D. Wilson, Mrs V. Mair, Mrs R. Latham, Mrs M. Brett, Mrs L. Porter, R. Mistry, P. Sharples
Other Guests in Attendance:	None
Number of Public in Attendance:	One

Also in attendance – Raymond Morgan, Clerk to Council

The meeting opened at 7:30pm

Public Business

1. To elect a Chairman.

Vice Chairman Cllr Mrs D. Wilson asked for nominations for Chairman. None were forthcoming as the councillors felt they needed more time to consider this. Cllr Mrs D. Wilson was then proposed as the chair for the meeting

- **The Council Resolved That:** Cllr Mrs D. Wilson takes the chair for this meeting.
- **Proposed :** Cllr P. Sharples
- **Seconded:** Cllr Mrs V. Mair

2. To receive apologies for absence.

Borough Cllr M. Stokes.

3. Declarations of interest as defined by the code of conduct for councillors;

- a. **Personal Interests:** None received.
- b. **Prejudicial Interests:** None received.

4. Minutes of the previous meeting(s);

a. Matters arising from the minutes of the previous meeting(s)

Publication Scheme approved at previous meeting was presently being typed up for publication.

b. To agree the minutes of the previous meeting(s)

- **The Council Resolved That:** The Chairman sign the minutes of meeting No. 24 as a true and accurate record.
- **Proposed:** Cllr Mrs. R. Latham
- **Seconded:** Cllr Mrs M. Brett

5. To discuss and consider any prospective candidates for co-option as councillor including, if any appointment approved, the signing of Declaration of Acceptance.

There was one candidate who was willing to be co-opted as a councillor, Mr P. Venner, who left the meeting at this point whilst the council discussed his application.

- **The Council Resolved That:** Mr P. Venner is co-opted as a councillor.
- **Proposed:** Cllr Mrs D. Wilson
- **Seconded:** Cllr P. Sharples

This was a unanimous decision.

P. Venner returned to the room and signed the Declaration of Acceptance of Office. He then took his seat as a councillor.

6. Up to 15 minutes where members of the public in attendance can address The Council. The Chairman reserves the right to restrict speakers to 3 minutes each under standing orders 6.1.2.

None present.

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

None present.

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

None present.

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

Cllr Mrs M. Brett reported on behalf of the working party – see Appendix A attached.

10. To receive a report from the Parish News Working Party, and to approve printing cost of next issue, not to exceed the sum of £350.00.

Articles for the next issue of the Parish News are required by Sunday 16th November latest.

- **The Council Resolved That:** The cost of printing the next issue is agreed at a maximum cost of £350.00.
- **Proposed:** Cllr P. Venner
- **Seconded:** Cllr T. Medcraft

11. To receive feedback on WALC AGM.

Cllr Mrs Louisa Porter attended AGM and gave a feedback. An increase in the subscription was agreed at 4.5%. The guest speaker, Dr Graham Gardener of University of Aberystwyth, gave a presentation on the theme of the future development of parish and town councils, with particular focus on the Quality scheme, the new power to promote wellbeing, and the implications of the wider 'community empowerment' agenda.

12. To discuss Councillor and Clerk Training.

a) To discuss and approve attendance at the 'Briefing for Chairmen Day' on 15th November 2008. At a cost not exceeding £100.00.

Four councillors wished to attend; they are Mrs Dawn Wilson, Philip Sharples, Mrs Louisa Porter and Peter Venner.

- **The Council Resolved That:** the four councillors attend the seminar at a cost of £25.00 each.
- **Proposed:** Cllr R Mistry
- **Seconded:** Cllr Mrs M Brett

b) To discuss and approve attendance at the 'Briefing on the New Development Planning Framework' on 6th December 2008. At a cost not exceeding £100.00.

Two councillors, Philip Sharples and Mrs Louisa Porter, and Clerk wish to attend.

- **The Council Resolved That:** The two councillors and clerk attend at a cost of £25.00 each.
- **Proposed:** Cllr Mrs M. Brett
- **Seconded:** Cllr P. Venner

c) To discuss and approve the clerk's registration to obtain the CiLCA qualification. At a total cost not exceeding £400.00.

- **The Council Resolved That:** the clerk obtains the qualification at the earliest opportunity.
- **Proposed:** Cllr P. Sharples
- **Seconded:** Cllr R. Mistry

13. To approve the Precept/Budget for 2009/2010.

As advised by email the Council tax band D equivalents are not compiled until 1st December each year so the Precept cannot be approved until next month.

14. To confirm arrangements for the Carol Service and the Xmas Tree Lights and approve any costs involved not exceeding £250.00.

Cllr P. Sharples confirmed date, time and venue of Carol Service. Sunday, 14th December 2008 at Cawston Grange Primary School commencing at 4.00 pm. Final arrangements were still being made

As regards the Xmas Tree Lights, Philip Sharples agreed to put these on the tree. This will take place on Sunday 30th November starting at 11.00am.

- **The Council Resolved That:** the cost of the Carol Service is approved in a sum not exceeding £250.00.
- Proposed: Cllr P. Venner
- Seconded: Cllr Mrs M. Brett

15. To hear and consider any received correspondence.

WALC Newsletter ADH/79 – please read as there are interesting items contained therein:-

Revision of Model Standing Orders and Chairmanship

Standards Board

Codes of Conduct – see legal briefing L21-08

Protection of Cash Deposits

2008/09 Interim Pay Award

New Planning Regulations

Grassroots Grant Scheme

NALC 'Stepping Stones' – being held at Binley on Wednesday 11 February 2009,

Cost £75.20 including VAT.

Consultation in respect of Communities in Control, real People, real Power, Codes of Consultation Conduct for Local Authority Members and Employees – Responses by 24th December 2008.

Funding for Village Projects

National Interim Salary Award 2008-09.

Notice Board licence and Xmas Tree fencing – Notice Board licence to cover tree as well, and any future Boards that may be put up on Borough Council land.

Dates for Diaries:

Tuesday 27 January 2009 – Clerks Briefing Day – 'End of Year Accounts and Preparing for Audit'. 10.00am to 1.00pm – The Phoenix Room, Studley Village Hall.

Saturday 7 March 2009 – WALC Annual Briefing Day. 9.45am to 3.30pm – Myton School, Warwick.

16. To receive a report on the Finances of Cawston Parish Council and to consider and agree any payments to be made.

Current Account £1,001.50
Deposit Account £76,094.91

The Council Resolved That: The following payments are agreed

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

Cheque Number	Description	Amount	Signatories
000099	Clerks Salary	504.08	DW/PV
000100	Warwick's, Solihull & Birmingham Training Partnership	100.00	DW/PV
000101	Warwick's, Solihull & Birmingham Training Partnership	75.00	DW/PV
000102	Clerks Expenses	65.00	DW/PV
000103	Warwickshire Rural Community Council	12.00	DW/PV
000104	SLCC	150.00	DW/PV

17. To consider and discuss any relevant planning notices.

R08/1600/PLN – Cawston Manor, change of Use from Residential Dwelling and B1 Business Use to Boutique Hotel (Resubmission)

R08/1627/HOUS – 26 Cavendish Close, to relocate single storey garage to side of property and to include kitchen extension.

R08/1660/PALB – Swallowfields Cawston Old Farm Barns, erection of a rear orangery

R08/1661/LBC – Swallowfields Cawston Old Farm Barns listed building consent for erection of a rear orangery.

R07/1110/PLN – Glenwood House, 5 Arundel Way, change of use to allow part of dwelling to be used as B1 (office) use – permission has been refused.

18. Chairman's Discretion – to include matters requiring urgent attention received after the publishing of the agenda.

It was agreed that a letter of thanks be sent to past Cllr T. Tucker for his services both on Cawston Parish Council and Cawston Grange residents Association.

There being no further business the meeting closed at 9.00 pm.

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