

Cawston Parish Council

Councillors: P. Venner (*Chairman*), Mrs D. Wilson (*Vice Chairman*)
Mrs V. Mair, Mrs M. Brett, Mrs R. Latham, R. Mistry, T. Medcraft, P. Sharples, Ms B. Thomas

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 30, Wednesday 1st April 2009 Held at Cawston Grange Primary School

Parish Councillors in Attendance:	P. Venner, Mrs V. Mair, Mrs M. Brett, R. Mistry, T. Medcraft, P. Sharples
Other Guests in Attendance:	WPC Charlotte Hall and WPCSO Nina Vernon
Number of Public in Attendance:	Beverly Thomas

The meeting opened at 7:30pm

1. **Apologies were received from:** Cllr Mrs D. Wilson, Cllr R. Latham, and Borough Cllr M. Stokes.
2. **Declarations of Interest**
 - a. **Personal;** "None Received"
 - b. **Prejudicial;** Item 11 – Cllr T. Medcraft – lives adjacent to proposed site of Commercial Centre and Village Hall.
3. **Minutes of the previous meeting(s).**
 - a. **To Agree the minutes of the previous meeting(s);**
The Council Resolved That: The Chairman signed the minutes of meeting No 29 as a true and accurate record of that meeting.
 - **Proposed:** Cllr P. Sharples
 - b. **Seconded:** Cllr Mrs M. Brett
 - c. **Matter Arising;** Cllr P. Sharples reported that the play area surface had been repaired by the Borough Council.
4. **Opportunity for representatives of Warwickshire Police to address The Council.**

WPC Charlotte Hall and WPCSO Nina Vernon were in attendance. WPC Hall handed the Council a report on 'Offending in Cawston 1st January to 31st December 2008'. The Key Findings were:

 - a. During 2008, 50 offences were recorded on the Cawston estate, along with 90 incidents of antisocial behaviour.
 - b. The overall trend demonstrates that the levels of both crimes and antisocial behaviour were generally lower towards the end of the year than at the beginning.
 - c. Offences and antisocial behaviour incidents were primarily on Calvestone Road near the school and along Gerard Road up to the start of the housing estate.
 - d. Offences in Cawston represent 13% of the total offences in the Admirals ward. 43% of antisocial behaviour incidents in the ward were in Cawston.
 - e. A further location of antisocial behaviour emerged in the Cavendish Close/Creswell Place area, to the north of Cawston.
 - f. Criminal Damage and violence-related offences were the crimes most recorded during the time period.
 - g. 7 of the Criminal damage offences were damage to vehicles (41%).
 - h. Violence and Burglary Other were largely concentrated in the Whitefriars Drive/Cavendish Close/Creswell Place area. 62% of the violent offences were domestic.

A copy of the full report is available from the Clerk.
WPC Hall gave a brief summary of reported incidents in the first quarter of 2009. These included theft from motor vehicles and damage to motor vehicles. Mini motos were still a problem on the estate.
The Surgery held on the 3rd March was attended by 7 people and included 'neighbourhood watch' concerns.
The Surgery will be held at Cawston only once or twice a year.

Chairman's Initials:.....

The Chairman thanked the officers for their report, the officers then left the meeting.

5. 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.

No members of the public spoke.

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

7. To receive an update on co-options.

Beverly Thomas left the room.

A brief resume of Beverly was read to the meeting and

The Council Resolved That: Beverly Thomas is co-opted as a councillor

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

Beverly Thomas returned to the meeting and took her seat with the other councillors. She read out the Declaration of Acceptance of Office and signed the same, the Clerk then signed the Declaration. It was decided that both Paul Moore and Amanda Carr be approached re co-option.

8. To receive Working Party reports:

a) Cawston Parish News

Reported that the next issue to be early June 2009.

b) Consortium Liaison

Still awaiting feed back from The Consortium on promised contact numbers.

- **Action:** The clerk to email Rob McGuinn; copy to Adrian McInnes re the Council concerns on feedback and to keep a log on communication with the Consortium. Also to contact Chris Thorley and arrange a meeting on the adoption of the estate with all interested parties.

c) Finance and Staffing – Cllr Mistry re Schedule of Tasks.

The Council Resolved That: Former Councillors Mrs L. Porter, M. Stokes and T. Tucker be removed from the bank mandate and Cllr Mrs M. Brett added

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

The Council Resolved That: The former clerk, Mrs L. Early be replaced on the Bank mandate and be replaced by the present clerk Mr R. Morgan.

- **Action:** The Clerk to advise all concerned of the action in writing.

Cllr R. Mistry said that there would be a two monthly audit with the timetable to be finalised. On the investment of monies no decision can be decided upon until a 'spend profile' has been completed. The main consideration, in the present economic climate, was for a safe no risk investment. Cllr B. Thomas suggested that Alliance & Leicester may be worth consideration.

Cllr R. Mistry said that the website was up to date; he would add a note on control of dogs per new legislation and also Walking from Bilton.

He was unsure of how to deal with persons registering on the web mailing list and would contact Michael Stokes to resolve this.

d) Parish Plan and Survey.

Cllrs P. Sharples and Mrs V. Mair are to meet on both 6th and 27th April, one person wishes to join the working party. Cllr B. Thomas was invited to join the working party. Cllr P. Venner said that there was a need to push on and appoint an external agency soon.

e) Village Hall update.

Cllr Mrs M. Brett said that the only addition to the written report was that the setting up of an 'implied charitable trust' should be left at the moment until the way forward was clearer.

f) Benches

No contact had been made with Rugby Borough Council on the exact location of the benches. The question of a memorial plaque on a bench was discussed and agreed that it was a good idea. Cllr P. Venner to write to the resident concerned.

- **Action:** The clerk to contact Rugby Borough Council and arrange a site meeting.

9. Annual Parish Meeting

Cllr P. Venner produced a suggested programme. The guests to include Warwickshire Police, The Consortium, Rugby Borough Council Planner, Orbit Housing, WCC re Western relief Road update, and Estate Adoption. It was agreed that a flyer be printed for circulating on the estate.

- **Action:** The clerk to formerly invite the above together with County and Borough Councillors.

At this point Cllr P. Sharples and Cllr Mrs B. Thomas left the meeting.

10. End of Year Finance Report

Chairman's Initials:.....

The clerk produced a draft Year End Finance Statement for councillors to consider and raise questions before the next meeting. A time table of events would be produced once the Annual Return form is received from Clement Keys, the external auditor. The internal auditor was available to carry out his work.

- **Action:** The clerk to complete the end of year work and have the internal auditor do his audit in the near future.

11. To discuss the Consortium plan for Calvestone Road and the Commercial Centre

Following discussion it was agreed that the chairman draft a response to The Consortium and forward to all councillors for their comments.

12. Correspondence

Resident re Kalfs Drive earth mound, traveller deterrent, Can this be planted with shrubs.

- **Action:** The clerk to contact Rugby Borough Council on this subject.

Email from Friends of Cawston Grange PTA requesting donation towards the payment of a steel band for their Summer Sizzler.

The Council Resolved That: The sum of £200.00 is donated towards the cost of music at the event.

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

Email from Cllr T. Medcraft re concerns on estate maintenance.

- **Action:** The clerk to contact the local scouts to organise a litter pick with a donation being available to them. Also to contact Rugby Borough Council re pond by Cave Close.

Email from ACRE re grants available

- **Action:** The clerk to forward copy to all councillors. Feedback to clerk please.

Email from resident (Mr Tucker) re Adoption of Parts of Cawston Parish – suggestion for Parish News.

13. Planning

Approval of planning application for Acoustic Fence along part of Western Relief Road.

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

The balances in the bank accounts as at 31st March 2009 are as follows:-

Current account	£224.49
Savings account	£69,864.63

Cheque Number	Description	Amount	Signatories
000122	Krishna Enterprises Ltd	£286.00	PV / VM
Transfer	The Clerk – salary April 2009	£315.25	PV / VM
Transfer	The Clerk – salary adjustment 2008/09	£ 11.90	PV / VM

The Council Resolved That: The payments above are made.

- **Proposed:** Cllr P. Venner
- **Seconded:** Cllr V. Mair
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15. Chairman’s Discretion

Cllr V. Mair raised the question of parking on verges. In one incident Rugby Borough council had said no parking on verge after land had been stripped of grass, this area now bare soil.

There being no further business, The Chairman declared the meeting closed at 10:05pm.

<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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Chairman’s Initials:.....