

# 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 Road, Rugby. CV22 6HB

Telephone: 01788 519563 or Email: clerk@cawstonpc.org

### Ordinary Meeting Number 35, Wednesday 9<sup>th</sup> September 2009 Held at Cawston Grange Primary School

Parish Councillors in Attendance:	P. Venner, Mrs D. Wilson, Mrs M. Brett, Mrs V. Mair, R. Mistry, T. Medcraft, Mrs B. Thomas
Other Guests in Attendance:	None
Number of Public in Attendance:	ONE

The Clerk and RFO was in attendance.

***The meeting opened at 7:30pm***

**The Chair was taken by Cllr Mrs D. Wilson**

1. **Apologies were received from:** Cllr Mrs R. Latham and Cllr P. Sharples.
2. **Declarations of Interest**
  - a. **Personal;** None Received.
  - b. **Prejudicial;** None Received.
3. **Minutes of the previous meeting(s).**
  - a. **To Agree the minutes of the previous meeting(s);**  
**The Council Resolved That:** The Chairman sign the minutes 034 a true and accurate record of that meeting.
    - **Proposed:** Cllr R. Mistry
    - **Seconded:** Cllr Mrs M. Brett
  - b. **Outstanding actions from the minutes of the previous meeting(s)**  
Play area planning – held over to next meeting. Borough Cllr M. Stokes to report back.
4. **Opportunity for representatives of Warwickshire Police to address The Council**  
No police present.
5. **Up to 15 Minutes for members of the public to address The Council**  
Andrew Briggs spoke on the subject of Calvestone Road traffic problems. There have been various incidents, cars travelling too fast, buses colliding, bus mounting pavement, etc., but the main problem is speed. He also said that Calvestone Road would be closed to through traffic when a certain number of houses have been built, the exact number was not known. In the meantime it would help if either the road was straightened or proper chicanes are put in.
  - **Action:** The Clerk to contact Stagecoach re their drivers on the estate. Also to contact Rugby Borough Council Planning re the number of houses required before closure of Calvestone Road. Contact WCC regarding what action can be taken in the short term. This to be raised at the Rugby Town West Panel meeting on 23<sup>rd</sup> September 2009.
6. **Opportunity for Borough and County Councillors to address The Council**  
None present.
7. **Travellers**  
Councillors expressed their concerns over the time taken to remove the travellers from the parish. It was noted that the Borough Council are to install a gate and height restriction bar in the near future.

Chairman's Initials:.....

Councillors asked that residents are vigilant and contact councillors should there be any further encampment set up in the parish.

- Action: The Clerk to liaise with Rugby Borough Council on the question of ensuring travellers are kept off land within the Parish.

At this point Cllr Peter Venner arrived and took over the Chair.

## 8. To receive Working Party reports

### a) Cawston Parish News

It was reported that the September 2009 issue had been completed.

#### Consortium Liaison

Cllr Medcraft reported that the adoption of the pumping station was proceeding, with a visit by Severn Trent by 18<sup>th</sup> September to see what remedial works are necessary before adoption can take place. The Chair asked Cllr T. Medcraft to be in attendance at the visit if possible.

### b) Finance and Staffing

Cllr R. Mistry reported that due to a computer failure he was unable to give an update. The website is to be updated at a cost of approximately £50. A site revamp format is necessary and councillors will be sent a recommendation for a decision on URL's to be made.

**The Council Resolved That:** The sum of £100 be made available for the work to be carried out on the website.

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

### c) Parish Plan and Survey

Two companies had been interviewed with regard to the Parish Plan and Survey, a third declining to quote (Orbit), and the Working Party recommended that the proposal from SurveyShack.com Ltd be accepted.

**The Council Resolved That:** The proposal from SurveyShack.com Ltd in the sum of £7,000 be accepted subject to the ratification of terms and conditions by the Clerk.

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

The voting was unanimous.

A General plan, Specification and Draft Timings has been produced by the Working Party and circulated to all Councillors.

### d) Village Hall

**Sites** At a meeting with Robert Back, Rugby Borough Council there was an assessment of sites previously identified. Following this assessment the Parish Council are left with 3 options:-

1. To wait for developers to bring forward planning application for sites 1, 2, 3 or 18
2. Choose Borough/County Council land 20 or 8 ; Compulsory Purchase Order not needed, get Borough Council support, and prepare planning application
3. Compulsory Purchase Order by Borough Council on our behalf on 11 or 13 (Consortium land) then proceed to planning application.

Discussions on the way forward to be held on 17<sup>th</sup> September. Funding of the project is being actively pursued.

- Action: Cllr P. Venner to meet with Consortium re land available.

## 9. Update on railway Line / Cycle Track

Cllr Mrs M. Brett reported that there was to be a meeting with Sustrans on Thursday 17<sup>th</sup> September, lunchtime. She will report back at the next meeting.

## 10. To begin preparations for next year's Budget/Precept

The Clerk produced a spreadsheet of the previous and current years budget and actual figures and asked that councillors consider the expenditure required for the next year. Figures required to the Clerk by end of September. Finance Committee to discuss on 6<sup>th</sup> October. Final Approval required at December meeting.

- Action: Clerk to email spreadsheet to councillors with column for 2010/2011 added.

## 11. To consider and discuss preparations for the Annual Carol Service

Chairman's Initials:.....

With the current commitment of councillors on various working parties it was decided that the Clerk would take control of the preparations. Cllrs Mrs Mair, Mrs Brett and Mr Medcraft would assist as required.

- Action: The Clerk to liaise with the school on the best date in December for this to be held.

**12. To hear and consider any received correspondence (Including notice of forthcoming external meetings)**

Email from RBC re installation of the 3 benches, in next few weeks.

Email from resident re Monkey Bikes on Calverstone Road

Email from resident re speed humps on Trussell Way.

Email from resident re invasion of Travellers

Notice of Rugby Town West Community Forum meeting on Wednesday 23<sup>rd</sup> September 2009 at the Bilton Evangelical Church, Main Street, Bilton – formal meeting at 7pm.

Letter from RBC re Parish Capital Spending Fund 2009/10. Applications by 23<sup>rd</sup> October 2009.

Notice of HMRC Local councils Workshops.

Notice of WALC Rugby Branch meeting at Wolston Community Centre on Thursday 24<sup>th</sup> September 2009 starting at 7.30 pm.

Email from WALC re Sustainable Communities Act 2007 Amendment Bill

Email from WALC re Notice of Closure of Audit – Wording required by Accounting and Audit Regulations.

Email from Regeneu re BT Community Connections award.

Email from resident re notice to start a running club and notice on our boards.

Email from resident re dangerous tree by Joyce Way.

**13. To receive a report on the finances of Cawston Parish Council and to consider and agree any payments to be made.**

The bank account balances are as follows:

Current Account £ 3,788.29

Savings Account £78,080.49

Petty Cash £ 100.00

**The Council Resolved That:** The payments listed below are approved.

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

Cheque Number	Description	Amount	Signatories
000139	Krishna Enterprises – Printing June & Sept Parish News	£529.00	RM/ DW
000140	Orchard Street Furniture – Purchase of benches	£1,785.51	RM/ DW
000141	HMRC – PAYE Qtr to Sept 2009	£ 268.60	RM / DW
Transfer	R Morgan re Clerk salary	£367.21	RM / DW

**14. To consider any planning notices**

Application Number: R09/0734/PLN – Cawston Manor

Change of use from residential dwelling & B1 business use to D1 (aesthetic cosmetic surgery) at ground floor with B1 (offices) and ancillary residential accommodation at first floor.

**15. Chairman’s Discretion – to include matters requiring urgent attention received after the publishing of the agenda.**

The Council considered the application of Andrew Briggs to be a co-opted councillor.

**The Council Resolved That:** Andrew Briggs be appointed a Co-Opted Councillor

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

The vote was unanimous.

Cllr P. Venner asked if any councillor is interested in sitting on the School Centre meetings. It was agreed that Cllr P. Venner represent the Council at the first meeting on 16<sup>th</sup> October 2009. If any councillor is interested let Cllr Venner know.

Chairman’s Initials:.....

Clerk Qualification – The Clerk said that this was progressing and the aim was to complete this year.

**There being no further business, The Chairman declared the meeting closed at 9:35pm.**

<p><b>Signed as a true record;</b></p> <p>..... <i>(Chairman)</i></p> <p>..... <i>(Date)</i></p>
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Chairman's Initials:.....