

# Cawston Parish Council

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

## 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 36, Wednesday 14<sup>th</sup> October 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, P. Sharples, A. Briggs
Other Guests in Attendance:	Borough Cllr M. Stokes
Number of Public in Attendance:	ONE

The Clerk and RFO was in attendance.

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

**1. Apologies were received from:** Cllr Mrs B. Thomas

**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 035 a true and accurate record of that meeting.

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

- b. **Outstanding actions from the minutes of the previous meeting(s)**

Play area planning – Borough Cllr M. Stokes reported the matter was still unresolved.

Travellers – A gate had been installed of the Coventry Road which was narrower than a caravan.

Calvestone Road Buses – The Clerk had made representations to Stagecoach on the driving of buses along Calvestone Road and had been assured their drivers would be told to reduce their speed along this road.

**4. Opportunity for representatives of Warwickshire Police to address The Council**

No police present. The Clerk requested to contact police and ask for representation in future.

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

No member of the public spoke.

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

Borough Cllr M. Stokes was in attendance and took questions from councillors.

The question of Borough Cllrs non-attendance at meetings was raised. Cllr Mrs D. Wilson will meet with Borough Cllr Stokes to discuss this.

The Consortium had discussed plans with Borough Cllr Stokes and wanted to reduce the number of social houses to provide land for the community. Cllr Venner advised Borough Cllr Stokes that the Parish Council had replied to the Consortium previously stating that the Parish Council would only look favourably on future development once the current infrastructure was sorted out, namely the Commercial Area and the Road Adoption. The Council believe that not enough is being done to support the residents living here and that the current population want to see movement on these issues before new houses are built.

Chairman's Initials:.....

Cllr Sharples said that the footpath between Whitefriars Drive and Lawford Lane was very overgrown, the path surface in an uneven condition and unlit. Borough Cllr Stokes said this was Consortium land. Consortium is to be contacted to sort this out.

Cllr Medcraft said that on Whitefriars Drive, adjacent to Orbit Housing, the bund had been reduced and this could be a potential access to land by travellers. Cllr Mrs Mair said the bridle path access needed to be looked at and a post with padlock is required.

The question of the opening of the Western Relief Road, from Potsford Dam to Bilton Lane was raised by Cllr Sharples – Borough Cllr Stokes confirmed this as being a possibility in the near future. Closure of Calvestone Road when the Western Relief Road opened was raised by Cllr Mrs Mair and Borough Cllr Stokes said there was a meeting with the Consortium in January 2010 to discuss this. There was a move by residents to have the road closed. Cllr Venner said the County Council/Rugby Borough Council should be approached to put in chicanes and barriers to stop speeding on Calvestone Road, and Borough Cllr Stokes said nothing would happen until the adoption had taken place.

#### **7. Opportunity for a representative of First Responders to address the Council**

Nicola Craig, Area Co-ordinator, and Toby Holder of Community First Responders addressed the Council on the work they carry out. First responders are not sent in place of the ambulance but they bridge the gap between the 999 call and the arrival of the paramedics. In this way they form part of a co-ordinated approach to saving lives, particularly in rural communities where an ambulance may take some time to arrive. When a 999 call is made, Ambulance Control mobilise the ambulance and, then contact the responder on duty in the patient's own community. The responder, with the potentially life saving defibrillator, will get to the patient whilst the ambulance is still on its way. The First Responders are all volunteers professionally trained by the Ambulance Service. Presently there are no funds for purchasing the necessary kit or uniform leaving volunteers to purchase these themselves. The cost involved for all of this is around £1,500. There is an urgent need not only for volunteers but a more urgent need for funding. Notices are to be placed on the notice boards and the council will consider making a donation.

#### **8. To receive Working Party reports**

##### **a) Cawston Parish News**

Next issue is to be early December 2009. Articles will be required towards the end of November.

##### **b) Consortium Liaison**

Cllr Medcraft reported the adoption of the pumping station was proceeding and a status report was due from Severn Trent Water during next week. Still no date given for adoption.

##### **c) Finance and Staffing**

Cllr R. Mistry had held a one-to-one meeting with the Clerk identified filing and retention of records as areas to be checked. Procedures are to be adopted at the next council meeting. Cllr A. Briggs and Mrs B. Thomas are to be put on the website. The website is to be given a 'make-over' and Cllr Mistry is to complete this as soon as possible.

##### **d) Parish Plan and Survey**

Cllr Medcraft said that this was progressing quite well. The pilot study had been completed and the questionnaire amended as necessary and returned to SurveyShack for them to produce in A5 format. Proof reading of the amended document would be required on the questionnaire return from SurveyShack, a quick turn around of the document was necessary. The question, in view of the pending postal strikes, of posting or hand delivering the questionnaires was still to be decided. Fliers are expected to go to all residents in early November 2009 and a unique website linked back to SurveyShack was being setup for those residents who wanted to respond on-line. The first analysis of results was expected by the end of December.

The Working Party had meetings most weeks. Cllr Briggs enquired as to why no space had been left to expand on YES/NO questions to the survey. Cllr Medcraft said that after the pilot study the questions referred to had been deleted.

##### **e) Village Hall**

Cllr Mrs Brett reported that two meetings had been held since the last council meeting.

The working party considered their preferred option would be No. 20 followed by No. 11 and then No. 18. Area No. 20 is owned by the Consortium, with outline planning permission, so no longer an option.

The working party will proceed with design element of hall, so if plan comes from consortium they can comment, and ask for adaptations with some authority.

Chairman's Initials:.....

**The Council Resolved That:** The council work with the Consortium to build a hall as part of a future planning application for Calvestone Road/Commercial Area (with the proviso that any proposed village hall meets our standards).

- **Proposed by:** Cllr Mrs Brett
- **Seconded By:** Cllr Venner

All councillors voted in favour.

If there is no progress with the Consortium by next year, the Parish Council will proceed with enquiries about compulsory purchase of land.

At this point Cllr Sharples gave his excuses and let the meeting. (9.15 pm).

#### **9. Sustrans**

Cllr Mrs M. Brett reported there was a meeting with Sustrans and other interested parties, including Warwickshire Wildlife, at which there was support for opening up the footpath along the railway line as a nature reserve. Labour was required to undertake the work and a timescale and final decision was awaited. Half of the line was in Dunchurch Parish. Borough Cllr Stokes recommended that Carillion be approached for funding.

- **Action:** The Clerk to check on insurance necessary to carry out the work.

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

A proposed Budget had been sent to councillors for their consideration.

It was agreed after discussion to remove the need for low level metal fencing. The Budget to be fine-tuned by the Finance working party and sent again to councillors for approval at the next council meeting. Rugby Borough Council do not issue the number of D Band equivalent properties until on or after 1<sup>st</sup> December.

#### **11. To receive feedback on the Rugby Town West Community Forum meeting**

At the above meeting Warwickshire County Council put forward proposals for a Coventry Road crossing. A pelican crossing would be a minimum of 2-3 years away and the refuge in the centre of the road was being actively considered. At the meeting police were setting their priorities for the next 3 months and Cawston councillors, having raised concerns over Calvestone Road, Trussell way and Cawston Grange Drive had the parish listed as one of the priorities for policing.

- **Action:** The Clerk to contact Sgt Daf Goddard for a program of work for Cawston.

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

The Clerk said that preparations were under way and the date with the school was still to be confirmed, but likely to be 20<sup>th</sup> December 2009 commencing at 3 pm. Cllr Mrs Mair had provisionally booked a band for the occasion. On the question of a choir the Clerk Suggested that the school be approached to see if they could provide a choir.

- **Action:** The Clerk to liaise with the school on the best date in December for this to be held.
- **Action:** St. Marks to be contact re service.
- **Action:** Cllr Mair to contact school re choir.

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

(1) Notices

WALC AGM Thurs 29 Oct at Shire Hall, 7.00 for 7.30 pm.

WRCC AGM and Conference Sat 31 Oct Ettington Village Hall 10.00am to 4.00 pm.

(2) Training

"The Next Step – Making the most of your role as Parish and Town Councillors" Sat 31 October 2009 at Bourton-on-Dunsmore Village Hall 10am to 4pm.

"Visionary Leadership and Community Engagement" Briefing event for all Chairmen or Aspiring Chairmen and any interested Councillors – Sat 12 December at Village Hall, Harbury 10am to 1pm.

(3) Employment Briefing

2009-2010 National Final Salary Award for Local Council Clerks.

(4) General

WCC – Winter Maintenance in Warwickshire 2009-10 Primary Gritting Routes.

WALC Newsletter ADH\84.

Chairman's Initials:.....

NALC - Legal Topic – Handling Complaints  
 NALC – Legal Topic – Freedom of Information  
 NALC – Annual Conference and Exhibition 2009 Briefing

**14. 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       £ 3,759.29  
 Savings Account       £102,535.65  
 Petty Cash             £ 100.00

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

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

Cheque Number	Description	Amount	Signatories
Transfer	R Morgan re Clerk salary	£381.27	PV /DW

**15. To consider any planning notices**

None.

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

Cllr Mrs Mair reported an accident to her son on the middle play area.

Cllr Mrs Brett asked about bark around the Xmas tree – Clerk to contact Scott Ballard at Rugby BC to see if they will do this work.

Cllr Medcraft raised question of when lights would be put on tree – agreed 29<sup>th</sup> November at 12 noon.

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

<p><b>Signed as a true record;</b></p> <p style="text-align: center;">.....          (Chairman)</p> <p style="text-align: center;">.....          (Date)</p>
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Chairman’s Initials:.....