

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 40, Wednesday 10th February 2010
Held at Cawston Grange Primary School**

Parish Councillors in Attendance:	P. Venner, Mrs D. Wilson, Mrs M. Brett, T. Medcraft, P. Sharples, A. Briggs
Other Guests in Attendance:	PC Charlotte Hall, PCSO Nina Vernon, Rugby First Responders
Number of Public in Attendance:	None

The Clerk / RFO attended.

The meeting opened at 7:30pm

1. **Apologies were received from:** Cllr Mrs V. Mair, Cllr Ms B. Thomas, Cllr R. Mistry, and Borough Cllr M. Williams.

2. **Declarations of Interest**

- Personal;** None received.
- 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 039 a true and accurate record of that meeting.

- **Proposed:** Cllr Mrs D. Wilson
- **Seconded:** Cllr Mrs M. Brett

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

Any outstanding actions covered in meeting agenda.

At this point the Chairman adjourned the meeting to present a cheque in the sum of £1,498.00 to Rugby First Responders. This donation has enabled them to purchase 2 No. Defibrillators and 1 No. Pulse Oximeter. This has kitted out two Responders with the necessary equipment to be on call. It was also noted that Rugby First Responders are holding a charity auction night at the Railway Club on the 12th March.

The members of Rugby First Responders left at this point.

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

PC Charlotte Hall and PCSO Nina Vernon represented the police. Crime figures for the month to 14th February 2010 were given for Cawston. These were – Road Traffic Collisions (1); Rowdy Behaviour (4); Burglary (2); Domestic (2); Taking from Motor Vehicle (2); Vehicle Interference (1); Fire (1).

Incidents in Trussell Way of unsociable behaviour were discussed at length. Sgt Goddard has been attending the area at about 10pm, but unfortunately the trouble makers have not been there. The Council requested that the police mix up their attendance times to try and catch the offenders. The police offered to also add Trussell Way to their regular "tasking" for Joyce / Judith to increase their presence in the area. Residents are requested to try and obtain registration numbers or photographs which they can pass to the police via the council to remain anonymous.

- **Action:** Cllr P. Venner to respond to the resident's email explaining the situation and also to feedback other residents comments in relation to not wanting speed humps on Trussell Way.

Chairman's Initials:.....

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

No member of the public present.

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

No Borough or County Council Councillors present.

7. To receive Working Party reports

a) Cawston Parish News

Cllr A. Briggs is to produce the March issue of the Parish News supported by Cllr P. Venner. Articles for the issue to be sent in by 17th February.

b) Consortium Liaison

Cllr T. Medcraft stated there had been a marked improvement in estate repairs carried out by the Consortium, but there were still items needing attention.

Areas fixed / improved to date include:- 4 drain covers on Trussell Way, a man hole cover by Devonshire Road, the bund on Whitefriars Drive, the pot hole on Gerard Road, general fence repairs and tidying of the roundabouts along Cawston Grange Drive.

It was suggested that each councillor walked their original distribution area at least monthly and report any problems to Cllr T. Medcraft.

No action re adoption until after April.

c) Finance and Staffing

It had been agreed that the Bank Reconciliation should be checked monthly, but by a different councillor each month. Filing system currently being revised by Clerk and a Document Retention and Disposal Policy is being drawn up.

d) Parish Plan and Survey

Cllr Medcraft said that the response to the questionnaire had been 48.7%. A meeting of the working party had taken place the previous evening at which the way forward had been discussed. An Analysis Tool was awaited from SurveyShack. The working party will write the Parish Plan. It is hoped that this will be produced sometime in April 2010.

Cllr Venner asked that a final print of non-respondents be obtained from SurveyShack.

8. Sustrans

A group called Friends of Cawston Greenway was being formed, initial meeting 10th March 2010, at which a constitution would be adopted. It was agreed to put notice of the meeting on the notice boards and on the council website. Awaiting written confirmation from Sustrans that the land can be used.

- Action: Proposed donation to be on March 2010 Council agenda.

9. Street Furniture

Cllr Mrs M. Brett said the location of the benches should be another one on the football field, one by the pond at the end of Cave Close, and three rustic style benches around the conservation area, as requested by Scott Ballard of Rugby Borough Council. It was felt that the council should stick to the style of benches already in place.

- Action: The clerk to contact Scott Ballard with regard to the benches around the conservation area with a view to installing the same as is in place on the football field.
Also to obtain quotes for a minimum of 2 and a maximum of 5 original benches and also a quote for 3 of the Coxes type bench.

As regards planters a response is awaited from Rugby borough Council re sponsoring Britain in Bloom at Cawston. Also look into cost of planters with 'Welcome to Cawston', or similar.

With regard to the tree plaque Cllr Mrs Wilson is awaiting a response from Cllr Sharples re the last minutes of the Residents Association. Cllr Sharples was of the view that no names should appear on the plaque.

- **The Council Resolved That:** The wording for the plaque should be agreed between Cllrs Wilson and Sharples (the last committee members of the residents association) and that the plaque should be placed on the fence and not on the tree.
- **Proposed:** Cllr P. Venner
- **Seconded:** Cllr A. Briggs

The question of slabs by the third notice board was carried over to the next meeting.

Chairman's Initials:.....

10. To receive sub-group feedback planning application re Land East of Calvestone Road

The response to the planning application had been emailed to all councillors. A reply had been received from the Planning Department to the effect that the Council’s concerns would be taken up with the developer and their response communicated to the council.

11. To consider training needs

Induction Training is required by Cllr Briggs, next one is scheduled for 17th July, and several councillors need Code of Conduct training.

The Clerk to attend a course “Working with your Council (WWYC) – Be CiLCA Ready”, two days 7th April and 5th May.

12. To receive and discuss items for the Annual Parish Meeting

Guest speakers to be invited are Orbit housing, Sustrans (or Friends of Cawston Greenway) and someone on adoption.

Invited guests to include both County and Borough Councillors, Warwickshire Police, Consortium and local school head.

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

- Notice re WALC Annual Briefing Day on 6th March 2010.
- Rugby Branch of WALC meeting notice 25th February 2010.
- Agenda for WALC Annual Briefing Day on 6th March 2010.
- Notice of Rugby Town West Community Forum meeting on 17th march 2010.
- Warwickshire Police have a ride along scheme.
- Updated and Improved Standing Orders for Local Councils 2010.
- WALC re Nominations for Royal Garden Party at Buckingham Palace on 22 July 2010.
- Notice of Warwickshire’s Best Village Competition.
- National Spring Clean 2010.
- NALC Draft Development Strategy and Business Plan, and a questionnaire, as a basis for extensive consultation and dialogue.

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 were given as follows:

Current Account	£ 1,178.87
Savings Account	£102,545.50
Petty Cash	£ 33.02

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

- **Proposed:** Cllr P. Venner
- **Seconded:** Cllr A. Briggs

Cheque Number	Description	Amount	Signatories
Transfer	R Morgan re Clerk salary	£356.92	PV /DW
000149	Viking Direct	£117.26	MB /DW
Cash	R Morgan	£ 2.19	PV /DW
000150	Rugby First Responders	£1498.00	PV/DW

15. To consider any planning notice

None.

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

- Cllr Briggs raised question of town twinning.
- Website hits to be put in Parish News and also on notice boards.
- Cllr Briggs asked when the speed gun would be available. Cllr Venner to follow this up.
- Steve Parkes of RBC to be contacted re planning meeting re Land east of Calvestone Road.
- Clerk to contact Borough Cllr Stokes re Christmas Tree contact.

There being no further business, The Chairman declared the meeting closed at 9.50pm.

Chairman’s Initials:.....

Signed as a true record;

.....
(Chairman)

.....
(Date)

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

Chairman's Initials:.....