

Cawston Parish Council

Councillors: P. Venner (Chairman), Mrs D. Wilson (Vice Chairman)
Mrs M. Brett, M. Cool, P. Hart, Mrs P. Lindsay, P. Sharples, Mrs S Bestwick, M. Emery, W. Hayward

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 68, Tuesday 15th May 2012 Held at Cawston Grange Children's Centre

| | |
|-----------------------------------|---|
| Parish Councillors in Attendance: | P. Venner, Mrs D. Wilson, P. Sharples, M. Emery, Mrs Brett, P. Hart |
| Other Guests in Attendance: | None |
| Number of Public in Attendance: | None |

The Clerk / RFO also in attendance.

The meeting opened at 8.00 pm

1. To receive apologies for absence.

Apologies were received from Cllrs Cool, Ms Bestwick and Hayward. Also Adrian McInnes of William Davis.

2. Declarations of interest as defined by the Code of Conduct for councillors;

- a. **Personal Interests** – Cllr P.Hart re Item 11, Planning application 17 Kalfs Drive, are personal friends.
- b. **Prejudicial Interests** - None

3. Minutes of the previous meetings(s);

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

- **The Council Resolved That:** The minutes of Meeting No. 67 dated 17th April 2012 are signed by the Chairman as a true and accurate record of that meeting
- **Proposed:** Cllr Hart
- **Seconded:** Cllr Venner

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

Police reports now up to date. Bin in Calvestone Road installed.

Cllrs Venner and Sharples had met with RBC Planning and would email the notes to all councillors.

Misleading information about road access etc to the proposed Cawston Extension Site must not be given. As a gift from the Parish Council for their tree planting the Brown Bears would like £32 to adopt a Brown Bear at Whipsnade Zoo.

No list of road remedials had been given by the Consortium. The blocked road gullies were being dealt with.

Quotes from Architects are required for drawing up plans for the Community Hall.

A survey of bins on the estate is required.

Query whether bins are to be placed in the Commercial Centre by the developers.

Xmas tree needs inspection, Scott Ballard of RBC is to be requested to have this carried out.

Cllr Emery has put himself forward as Broadband Champion and is awaiting leaflets and postcards for distribution. There is a meeting in Warwick on 22nd May.

The meeting night is now correct on the website.

4. Report from Warwickshire Police

Report received by email for March and April 2012.

March report as follows:-

| | | |
|--------------------------|---|--------------------|
| Burglary Dwellings | 1 | Spottiswood Close. |
| Theft from motor vehicle | 1 | Whitefriars Drive |
| Theft of motor vehicle | 1 | Dorset Close |

April report as follows:-

| | | |
|--------------------------|---|-----------------------------------|
| Burglary Dwellings | 1 | Dorset Close |
| Theft from motor vehicle | 2 | no location given |
| Criminal Damage | 2 | Spottiswood Close and Monks Close |

Chairman's Initials:.....

There was an incident on Cawston Manor Drive on 21st April but is not included in the report. The Clerk is to follow this up.

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.

None present.

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

None present.

7. Adrian McInnes of William Davis to address the Council

Apologies were received from Mr McInnes who has promised to attend the June meeting.

8. To receive and discuss Working Party reports:

a. Consortium Liaison and Adoption

Cllr Cool had reported he had not received any remedial list from Rob McGuinn despite several requests.

On the adoption the pumping station is complete but there is still work on the storm drains and the crossing to be installed on Cawston Grange Drive.

b. Community Hall – Revised plans and timescales.

Design and Build are working on the feasibility of an extension to house a nursery provider. It is anticipated the planning application, including extension, will have been submitted by the next meeting.

c. Finance and Staffing inc. report on finances and to consider and agree any payments to be made.

The Working Group had met and recommendations of payments made:

- **THE COUNCIL RESOLVED THAT:** A staff related payment of £349.77 is made.
- **PROPOSED BY:** Cllr Venner
- **SECONDED BY:** Cllr Mrs Brett
- All councillors voted in favour
- **THE COUNCIL RESOLVED THAT:** A transfer is made from the Savings Account to the Current Account of £1,500.00
- **PROPOSED BY:** Cllr Venner
- **SECONDED BY:** Cllr Hart
- All councillors voted in favour.
- **THE COUNCIL RESOLVED THAT:** Funds be made available to the Design and Build working party not to exceed £6,000.00 to have drawn the plans for the Community Hall and submit them to RBC for approval.
- **PROPOSED BY:** Cllr Emery
- **SECONDED BY:** Cllr Sharples
- All councillors voted in favour.
- **THE COUNCIL RESOLVED THAT:** A cheque is drawn to cover the cost of a HP Pavillion g6-1325 15.6" Laptop and a Brother MFC J65510DW printer and a cost of £324.16 plus VAT and £115.99 plus VAT respectively.
- **PROPOSED BY:** Cllr Venner
- **SECONDED BY:** Cllr Mrs Wilson
- All councillors voted in favour.
- **THE COUNCIL RESOLVED THAT:** Payment of £10.00 is made to allow the Clerk to attend a training event on the new General Power of Competence as part of his CILca qualification.
- **PROPOSED BY:** Cllr Venner
- **SECONDED BY:** Cllr Mrs Wilson
- All councillors voted in favour.

There is a surplus of funds which does not include any identified as part of the 2011-12 process.

Bank balances at 30th April 2012 are Deposit Account £187,212.30 and Current Account £2,101.95.

Cllr Hayward had looked at the surplus funds accumulated over the years with a view to re-allocating them.

- **THE COUNCIL RESOLVED THAT:** the surplus funds the years 2007-2011 be re-allocated as follows:-
 - **£2,500.00** Contingency
 - **£4,000.00** Street Furniture
 - **£2,500.00** Signage
 - **£1,500.00** Social Development Fund
 - **£118,570.68** Community Hall Project
- **PROPOSED BY:** Cllr Venner
- **SECONDED BY:** Cllr Sharples
- All councillors voted in favour.

Chairman's Initials:.....

d. Community Parks and Open Areas

Cllr Mrs Wilson reported no meeting had been held between the Consortium and RBC. No sum of money had been discussed and RBC is presently sourcing quotes for the build of the play area.

Cllr Sharples proposed that when an agreement is made, between RBC and William Davis, we obtain the relevant details from RBC.

It was proposed by Cllr Mrs Brett a bench be placed by the path to Cresswell Place, on the Cawston Grange Drive side of the pond. A Braeburn seat with arms is to be purchased and a brass plaque fitted to celebrate the Queen’s Diamond Jubilee. The wording of the plaque to read:-

“To Commemorate The Diamond Jubilee of Her Majesty Queen Elizabeth 11 June 2012 Cawston Parish Council”.

Cllr Mrs Brett advised that RBC had been in touch about help in seeding the wild flower areas and she proposed doing it, with help from the community on Saturday 19th May.

The bulbs from the planters are to be divided between the councillors for planting around the parish.

Grass needs cutting on the Community Hall site, contractor to be approached to do this.

The school are planting a ‘Jubilee Tree’ on 29th May and the council are to provide a plaque for this with the inscription “This tree was planted by the children of Cawston Grange Primary School to commemorate Queen Elizabeth 11 Diamond Jubilee June 2012”.

9. Annual Parish Meeting

Cllr Venner had provided councillors with a proposed power point presentation and it was agreed to provide this on the night. Notice of the meeting to be placed on the website and the notice boards. Cllr Sharples to provide a projector.

10. To hear and consider any received correspondence (including notice of forthcoming external meetings).

Email from Louisa Porter about donation towards entertainment at jubilee street party.

- **THE COUNCIL RESOLVED THAT:** A sum of £50.00 is awarded towards the cost of the jubilee street party.
 - **PROPOSED BY:** Cllr Sharples
 - **SECONDED BY:** Cllr Venner
- All councillors voted in favour.

It was agreed that should there be further applications re street parties these would be looked at during the June meeting. WALC Code of Conduct has been issued and should be read by councillors.

11. To consider and discuss any relevant planning notices. Applications :-

Planning applications made since the previous meeting:-

- R12/0877 2 Cave Close, Two storey rear and side extension.
 - R12/0846 17 Kalfs Drive, First floor side and rear single and side extension.
 - R12/0345 Devonshire Close, Garage conversion.
- Signs for shop at Commercial Centre.

12. To discuss items requiring the clerk’s attention.

Cllr Sharples requested that when emails are sent to Council Members by a councillor the ALL should be included. Advised that all residents of Cawston Grange had been invited to the Bilton Jubilee Street Party.

There being no further business the meeting closed at 9.40 pm.

Signed as a true record;

.....
(Chairman)

.....
(Date)

Chairman’s Initials:.....