

# Cawston Parish Council

**Councillors:** P. Venner (Chairman), Mrs D. Wilson (Vice Chairman)  
Mrs M. Brett, M. Cool, P. Hart, Mrs P. Lindsay, 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](mailto:clerk@cawstonpc.org)

### Ordinary meeting Number 72, Tuesday 9<sup>th</sup> October 2012 Held at Cawston Grange Children's Centre

ParishCouncillors in Attendance:	Mrs D. Wilson, M. Emery, Ms S. Bestwick, Mrs M. Brett, P. Hart
Other Guests in Attendance:	None
Number of Public in Attendance:	Seven

The Clerk/RFO also attended.

**The meeting opened at 7.30 pm.**

**In the absence of the Chairman Cllr Mrs D. Wilson took the chair.**

- 1. To receive apologies for absence.**  
Apologies were received from Cllr. P. Venner, Cllr M. Cool and Cllr W. Hayward. Also Borough Cllr M. Williams.
- 2. Declarations of interest as defined by the Code of conduct for Councillors.**  
Cllr Ms Bestwick declared a personal interest re the Play Area in agenda item 8 d.
- 3. Minutes of the Previous Meeting(s).**  
Cllr Ms Bestwick asked that an addition be made to the minutes, Item 7, emphasising the S. 106 monies are guaranteed to Cawston Grange Primary School and not Warwickshire County Council
  - **The Council resolved That:** The minutes of Meeting No. 71 dated 11<sup>th</sup> September 2012 are signed by the Chairman as a true and accurate record of that meeting after the above addition.
  - **Proposed:** Cllr Ms Bestwick
  - **Seconded:** Cllr Hart**Matters Arising from the Minutes of the previous meeting.**  
It had been confirmed by RBC that no requests had been received asking for an election. The Parish Council may now fill the vacancy by co-option.
- 4. Report from Warwickshire Police.**  
There was no police presence at the meeting. The crime reports are now obtained from the police website [www.police.uk](http://www.police.uk).  
Crime statistics for August 2012 for Cawston Parish were as follows:-  
Anti-social Behaviour (10) –  
Alicia Close (3), Cavendish Close, Cawston Grange Drive, Clement Way, Gerard Road (2), Monks Close, Scholars Drive.

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Violent Crime (1) – Cavendish Close.

**5. Up to 15 minutes where members of the public in attendance can address The Council.**

Mr T. Medcraft, representing parishioners, spoke of concerns with regard to the proposed play area. This included the size, location and being a focal point for gatherings. He stated that a petition was in progress, supported by Mark Pawsey MP and Borough Cllr M. Stokes, in order that the proposal goes to planning to enable parishioners to be properly consulted. Cllr Mrs Wilson responded that consultation had taken place over the last two years and was one of the prime items on the Parish Plan.

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

None present.

**7. a) Consortium Liaison and Adoption**

Cllr M. Cool had sent a written report as follows:-

1. Whitefriars Drive has had the pot holes repaired.
2. The area adjacent to the school has been strimmed although the cuttings have been left.
3. The Commercial Area, including our land, has been cut.
4. The grass has been cut in the "Conservation Area" but has not been baled.
5. The situation regarding the specific areas where the consortium will not accept responsibility is still a problem. R. McGuinn has not yet provided the list of contacts for the individual builders.

**B Community Hall**

**b) 1. Build and Design**

Cllr Emery said that having received quotations from four suppliers for the complete preparation prior to build, two had been interviewed and a preferred supplier selected.

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**The Council Resolved That:** HB Architects be appointed the supplier of Professional Services for complete design and preparation prior to build.

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**Proposed:** Cllr Emery

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**Seconded:** Cllr Ms Bestwick

The aim of the working group is to endeavour to submit a planning application for the Community Hall prior to Christmas. Thanks to Mr Chew for his invaluable support.

**b.2. Fundraising**

Cllr Ms Bestwick said this group meets on the third Tuesday of each month.

The Treasure Hunt held on 30<sup>th</sup> September raised £57.00 with 38 participants. Thanks to Tesco for their support. Thanks to Louisa Porter for her help.

The next event is 'Search for a Star' to be held on 2<sup>nd</sup> December 2012 when the Xmas Tree lights will be switched on.

**b.3. Legal and Governance**

WALC could not recommend a solicitor and Dunchurch PC have not responded to a request for their legal representative.

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**The Council Resolved That:** The working party be given authority, after due consideration, to appoint a solicitor prior to the next Council Meeting

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**Proposed:** Cllr Mrs Wilson

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**Seconded:** Cllr Ms Bestwick

**C Finance, staffing and admin**

**c) 1. Report on Finances and to consider any payments to be made**

As at 30<sup>th</sup> September 2012 the bank accounts are as follows:-

Current Account £ 3,563.87

Deposit account £206,677.98

Payment recommendations are:-

For audit fees £480.00 (Inc. VAT)

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Subscription (SLCC)	£97.00 (VAT exempt)
Settlement cost with Planning Consultant	£444.00 (Inc. VAT)
Parish News Printing	£249.00 (no VAT)
Meeting Room Hire charges	£144.00 (no VAT)
Staff related costs	£347.97

- **The Council Resolved That:** The Working group recommend payment of all the above
- **Proposed:** Cllr Ms Bestwick
- **Seconded:** Cllr Mrs Brett

The cheque for the planning application fee is to be cancelled.

Debtors amounted to £72.00 overdue, Clerk to pursue on urgent basis, and £135.00 due for the September Parish News adverts.

### c) 2. Future website management

Current agreement expires 31<sup>st</sup> December 2012 and Cllrs Emery had contacted local IT Company with regard to our requirements. There is presently a scatter gun approach to our digital media with a website, a blog and a Facebook page. This should be all in one location that could then be supported/supplemented in other locations. After discussion and in view of the time constraints

- **The Council Resolved That:** JW Media is appointed to set up a new website at a cost not exceeding £1,100.00, with an annual maintenance cost not exceeding £300.00.
- **Proposed:** Cllr Emery
- **Seconded:** Cllr Mrs Brett

### c) 3. Training

There being no response from Bill Robinson the Clerk was requested to check with WALC to see if there was an alternative trainer available.

### c.4. Budget

To be discussed on Tuesday, 23<sup>rd</sup> October 2012 at 7.00 pm.

### D Community Parks and open Spaces

A litter bin has appeared at the junction of the footpath from the school and the bridle path, this has not been fixed and Cllr Mrs Wilson will contact Borough Cllr Williams to get this fixed. It would appear that the fence around the Commercial Area / open ground requires attention. The clerk is to contact Rob McGuinn on this subject.

Xmas lights need purchasing to meet 2<sup>nd</sup> December switch on.

### 8. Parish Boundary

Clerk requested to draw up a plan of the area in question. Also the clerk is to liaise with Long Lawford PC on the wording of their petition. Contact is to be made with Dunchurch PC advising of the raising of a petition to have a change of boundary.

### 9. Road safety initiatives

Decided to leave for time being.

### 10. To hear and consider received correspondence

Play Rangers to visit Turchil Road Park on 30<sup>th</sup> October between 3 and 4 pm.

Bikes on footpath in Arundel Way – no objection to sign.

Street light contacts required.

Removal of signs.

Enquiry from BEC about date of carol service – decided to hold own outdoor carols.

RBC re representation at Remembrance Service – none.

WALC Course on 'How to make effective responses to planning applications' – Cllr Mrs Brett will attend at Ettington.

### 11. To consider and discuss any relevant planning notices.

Permission granted for R12/1636 20 Clement Way.

Application received for:-

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R12/1672 3 and 4 Corbridge Place  
R12/1708 Area R Whitefriars Drive  
R12/1735 31 Planter Close  
R12/1792 Unit 3 Cawston Local Centre

**12. To discuss items requiring the Clerk's attention**

Networking lunch at BEC Bilton on 15<sup>th</sup> November 2012  
Noise from Cawston Manor – query over where this is coming from.  
Damage to roundabout at junction of Whitefriars Rd and Calvestone Rd – clerk is to email Borough Cllr Butlin on viability of structure,

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

Signed as a true record;

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*(Chairman)*

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*(Date)*

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