

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

Ordinary meeting Number 76, Tuesday 11th December 2012
Held at Cawston Grange Children's Centre

Parish Councillors in Attendance:	P. Venner, Mrs D. Wilson, M. Emery, Ms S. Bestwick, Mrs M. Brett ,M. Cool
Other Guests in Attendance:	Two
Number of Public in Attendance:	None

The Clerk/RFO also attended.

The meeting opened at 7.30 pm.

1. **To receive apologies for absence.**
Apologies were received from Cllr. P. Hart and Cllr W. Hayward, also Borough Cllr M. Williams.
2. **Declarations of interest as defined by the Code of conduct for Councillors.**
None.
3. **Minutes of the Previous Meeting(s).**
The Council Resolved That: The minutes of Meeting No. 75 dated 9th October 2012 were signed by the Chairman as a true and accurate record of that meeting after the above addition.
Proposed: Cllr Mrs Brett
Seconded: Cllr Mrs Wilson
Matters Arising from the Minutes of the previous meeting.
These are covered within the meeting agenda.
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.
Crime statistics for October 2012 for Cawston Parish were as follows:-
Anti-social Behaviour (8) –
On or near A4071, Callier Close (2), Cavendish Close, Dorset Close, Durrell Drive, Scholars Drive, Oatland Drive.
Violent Crime (1) – Blyth Close.
Burglary (1) – Creswell Close.
Other Theft (1) – Monks Close
Other Crime (1) – Monks Close
The damage to the jubilee bench is not attributed to Cawston as the original crime took place in another area of Rugby.

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

No public in attendance.

6. **Report from HB Architects in relation to the plans for the Community Hall.**

Two representatives of the architects attended the meeting and presented the Council with plans for the proposed building. They showed the Location Plan, Proposed Floor Plan, Proposed Site Plan, Proposed Elevations and Proposed Site Entrance. Discussions took place on the plans and some minor modifications, including increasing the storage capacity, were proposed following which

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The Council Resolved That: HB Architects be given approval to apply for planning permission

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Proposed: Cllr Emery

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Seconded: Cllr Venner

The clerk is to write to RBC Planning Officer requesting a condition of the planning permission for the Cawston Extension Site in relation to the Community Hall that the S106 monies be paid up front.

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

None present.

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

Cllr Venner gave an update on the road and sewer adoptions at Cawston from Robert McGuinn, MBA Consulting:-

1. The surface water sewers cannot be Adopted until a Deed of Grant of Easement for Suds facilities has been signed with Severn Trent. Our Solicitor is progressing these, along with Severn Trent and Rugby BC. There is no date for completion.
2. The Rugby Borough S38 Agreement works – Initial snagging list and remedial works have been completed. Final inspections and adoptions are to take place once 1 above is complete.
3. The Street Lighting on all Agreements need checking and signing off by WCC Lighting Department. We are in the process of getting a Lighting Contractor to inspect all columns, feeder pillars etc. and issue certificates that can be forwarded to WCC.
4. Cawston Grange Drive requires resurfacing in certain areas according to WCC. WCC have agreed a micro-asphalt solution as carried out by Colas. Clearly this would be best done in good weather and would anticipate next March/April.
5. Quotations have been received from WCC for the design of the Toucan crossing.
6. Once we have decided about the Toucan, we can proceed with the design and installation. This will enable us to complete the rest of Cawston Grange Drive to wearing course and seek immediate adoption. This will require the roundabout at the Western relief Road crossing to be completed up to the limit of works in Whitefriars Drive. Again this would be best done in spring, although it is not impossible to do in the winter, providing the duct work etc. is completed for the Toucan.
7. There is also the issue of a formal TRO for a 40 mph Speed Limit along Cawston Grange Drive.

There is a question as to whether WCC have the manpower back in the office to deal with the formal Adoption process once all of the above is completed. This could lead to delays at the last minute. The clerk is to contact County Cllr Butlin on this subject.

Damage between two drains in Kalfs Close has been reported. The lights in Planters Close have been fixed. The items 'fly' tipped have been cleared. Woodlands Trust has expressed their thanks for the tree planting.

B Community Hall

b) 1. Build and Design

Cllr Emery had submitted a written report to councillors prior to the meeting. Councillors were happy to accept this.

Colin Chew has resigned from the working group and the Council thank him for his time and effort.

B.2. Fundraising

Cllr Ms Bestwick reported £24.50 was raised from the 'Spot-a-Star' event. A further £27.36 was given as donations Thanks go to Louisa Porter for her work on this.

- **The Council Resolved That:** the working group have permission to apply for specific funds, as and when applicable.

- **Proposed:** Cllr Ms Bestwick

- **Seconded:** Cllr Venner

All councillors were in favour

C Finance, staffing and admin

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

As at 30th September 2012 the bank accounts are as follows:-

Current Account £ 2,433.43

Deposit account £204,691.29

Payment recommendations are:-

PAYE to HMRC £262.80

Refreshments for carols £ 60.70

Parish News Printing £249.00 (no VAT)

Lights for tree £ 93.00

50% cost of litter bins £254.13

Staff related costs £427.66

- **The Council Resolved That:** The Working group recommend payment of all the above together with a transfer of £1,000.00 from the Savings to the Current Account.

- **Proposed:** Cllr Ms Bestwick

- **Seconded:** Cllr Venner

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

Debtors amounted to £72.00 overdue, promised to be settled this week.

c) 2. Training

Clerk to contact Bill Robinson to arrange 29th January 2013 as a training date.

9. Consultation Evening – Discussion around proposed date of 12th February at 6:45 pm for 1 hour before the Parish Council meeting begins.

It was agreed to the above Consultation Evening to show the plans for the proposed Play Area and Community Hall on 12th February 2013. To publicise this the Parish News will need to be with the printer by 28th January and articles to Cllr Venner no later than 25th January.

10. To hear and consider received correspondence

E-mail from residents who expressed unhappiness with the chairman's statement reference the Play Area in the Parish News.

A parishioner has made a complaint about the way in which the Community Hall Working Party is operating. This complaint will be dealt with under the Council's Complaints Policy.

11. To consider and discuss any relevant planning notices.

Permission granted for R12/1792 Unit 3 Cawston Local Centre for use as a Noodle Bar.

Appeal against refusal R12/1279 22 Gold Avenue erection of fence at side of building.

12. To discuss items requiring the Clerk's attention

The new website is currently being worked on for when Bluetree website Maintenance contract terminates on 31st December 2012. JW Media will take over control.

Clerk to order new 'jubilee' bench 1840mm in length.

Cllr Hayward will return to the council in the New Year.

There being no further business the meeting closed at 10.10 pm

Signed as a true record;

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(Chairman)

(Date)