

Cawston Parish Council

Councillors: P. Venner (*Chairman*), Mrs D. Wilson (*Vice Chairman*)
Mrs M. Brett, M. Cool, P. Hart, Ms S Bestwick, M. Emery, M. Duncan, Mrs J Hudson, Mrs C. Yates

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 82, Tuesday 18th June 2013 Held at Cawston Grange Children's Centre

Parish Councillors in Attendance:	P. Venner, Mrs D. Wilson, M. Emery, Ms S. Bestwick, Mrs J. Hudson and Mrs C. Yates
Other Guests in Attendance:	County and Borough Cllr P. Butlin
Number of Public in Attendance:	Two

The Clerk/RFO also attended.

The meeting opened at 7.30 pm.

Cllr Mrs D Wilson chaired the meeting due to the chair arriving later in the meeting.

The chair welcomed Claire Yates as a co-opted councillor.

1. To receive apologies for absence.

Apologies were received from Cllr M Cool and P. Hart, Borough Cllrs M. Stokes and M. Williams.

2. Declarations of interest as defined by the Code of conduct for Councillors.

Cllr Ms Bestwick re Item 8d(ii) Play Area due to proximity of house to area.

3. Minutes of the Previous Meeting(s).

- **The Council Resolved That:** The minutes of Meeting No. 81 dated 21st May 2013 were signed by the Chairman as a true and accurate record of that meeting.
- **Proposed:** Cllr Ms Bestwick
- **Seconded:** Cllr Emery

Matters arising from the Minutes of the previous meeting.

Covered by Action Log.

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 April 2013 for Cawston Parish were as follows:-

Anti-social Behaviour (6) –

Gerard Road, Oatland Drive (4), Spottiswood Close

Shoplifting (1) –

Callier Close

Having checked the database Holyoak Close is not on Cawston Parish

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

The parishioner who, at the previous meeting, said he is passionate about the estate again voiced concerns that some areas were being neglected. The islands near the relief road were not good, grass

cutting had deteriorated. In general the standard of work needs to be improved and the areas around people's homes should be formal and looking better. Although representations had been made to the authorities concern there had so far been little or no improvement. It was agreed that Cllr Venner / Cllr Mrs Wilson would contact Sean Lawson of RBC and Rob McGuinn of the Consortium expressing the Councils concern. Borough Cllr Williams to be copied in.

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

County and Borough Cllr Butlin said no party had overall control at Shire Hall. He had been placed on a number of committees. The proposed crossing on Bilton Lane had received no opposition and would be put in place in August this year. They were also looking at traffic calming by the bridge in Bilton Lane.

On the Cawston Extension he reported the S106 agreement signing was imminent. Cllr Mrs Wilson asked if he knew the details as far as Cawston Parish is concerned. Cllr Butlin promised to contact Karen McCulloch of the Planning Office to get these details and communicate them to Cllr Mrs Wilson.

On the Lime Tree Village/ Lime Tree Avenue housing he anticipated a speculative planning application in the near future. He confirmed that the Borough Councils Core Strategy was unlikely to stop this as they were currently unable to meet the five year housing requirement. Cawston Parish Council should look at a shopping list of requirements from the proposed site.

The extension of the Primary School has been taken to the Education Secretary by Mark Pawsey, MP. The move of the school to Academy status could affect funding from the Cawston Extension Site as the money would go to Warwickshire County Council who will have the final say.

As regards the crossing on Cawston grange drive, although funding is in place, adoption of the road is awaited.

County and Borough Cllr Butlin left the meeting at 8.28 pm.

7. a) Consortium Liaison and Adoption

Cllr Venner joined the meeting at 8.34 pm.

It was reported Severn Trent Water were still holding up the adoption process. There was a need for a call to action, with a meeting of all parties involved to resolve this. The main problem is that there is no driving force by the parties towards adoption except Cawston Parish Council. There is a need for parishioners to write to Severn Trent Water expressing their dissatisfaction with the state of affairs.

b) Community Hall

(i) Build and Design

It was confirmed our planning application will be put before the planning committee on 2nd July. Regarding noise and the revision of drawings HB had recommended that we do not need to amend the drawings in respect of the building materials at this stage. The noise report has been accepted by the EHO and the materials currently specified exceed those used to produce the report. Cllr Emery is to find out about the timing of the planning meeting and whether the attendance of HB or councillors is required.

(ii) Fundraising incl. Legals and Governance

1. The clerk sent out the specification for a 'Business Advisor' to three companies. Unfortunately two of the companies declined to quote citing current heavy workload as the reason. The working party had scrutinized the quotation received and considered it met the specification laid down. This covered 29 days commission covering a five month period.

- **The Council Resolved That:** The quotation from Caroline Pick Consulting is accepted in the proposed cost of delivery, including expenses, of £8,940.
- **Proposed:** Cllr Ms Bestwick
- **Seconded:** Cllr Venner
All in favour

c) Finance, Staffing and Admin

(i) Report on Finances and to consider any payments to be made

The funds available to the council at 31st May 2013 were as follows:

Current account	£ 4,963.28
Savings account	£205,744.13
Total Funds	£210,707.41

There were five un-presented cheques amounting to £1,067.60 of which four had been presented in June. This left one cheque to Friends of Cawston Greenway outstanding. The Working Group **recommends** the following payments are approved:

Edge Designs Limited	£ 210.00 including VAT	Finance Licence
Broker Network Limited	£ 491.62 no vat	Insurance Renewal
Staff Related	£ 349.77 no vat	
TOTAL PAYMENTS	£1,051.39	

- **The Council Resolved That:** The Working group recommend payment of all the above
- **Proposed:** Cllr Ms Bestwick
- **Seconded:** Cllr Venner
- All in favour

An invoice for valuation of land has been received from Howkins and Harrison but payment of this is to be withheld pending a review of the valuation. The clerk is to contact the company expressing our concern over the report.

The debt due from Harringtons Estate Agents for adverts in the Cawston Parish News has now gone on for 10 months and

- **The Council Resolved That:** The sum of £72.00 be written off as a bad debt
- **Proposed:** Cllr Ms Bestwick
- **Seconded:** Cllr Venner
- All in favour

- **The Council Resolved That:** The sum of £1600.00 be transferred from the Current to the Savings account
- **Proposed:** Cllr Ms Bestwick
- **Seconded:** Cllr Venner
- All in favour

(ii) Accounts for the Year Ended 31st March 2013

Submission of the accounts to the external auditor is awaiting clarification of the land value.

d) Community Open space and Play Area.

(i) Groundwork services

The sub-contractor has started work on the notice boards and litter picking. It was agreed that monthly payments be made against invoices submitted.

(ii) Update on play area.

A meeting with RBC had been held where various changes were discussed. It is expected that groundwork's will start in the next 4 to 6 weeks with a view to being opened prior to the August bank holiday. It had transpired that the transfer of the land from the Consortium to RBC had not been completed.

(iii) Boundary Change and Petition

Cllr Mrs Brett said more signatures on the petition were required and it was agreed that this should be completed by the July council meeting.

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

Three applications for donations had been received. These were from Kirsten Smith who requires funding for a Guiding Trip to Switzerland in July 2014. Friends of Cawston PTA to fund a falconry display at the school's Summer Sizzler. Suzy Davenport who requires help in funding a variety show for charity.

- **The Council Resolved That:** The sums of £350.00, £100.00 and £100.00 is donated to the above applicants
- **Proposed:** Cllr Ms Bestwick
- **Seconded:** Cllr Venner

- All in favour

Letter from parishioner re Cawston Lane Development was dealt with under Item 6 above.
Information received from Walc on the subject of Community Infrastructure Levy Guidance.

9. To consider and discuss any relevant planning notices.

Planning Approval

R13/0400 – 2 Cave Close – Erection of a two-storey rear extension and installation of first floor side facing window.

R13/0559 – Unit 4, Cawston Local Centre – Display of illuminated fascia sign.

Planning Applications

R13/1048 – Unit 2, Cawston Local centre – Division of existing shop unit to provide two separate retail units and alterations to shop front.

R13/0236 – Bilton High School – Construction of a 4 court new sports hall and sports hall facilities. It includes an all-purpose dance/drama studio, fully equipped gym, new changing rooms and a viewing gallery equipped with ICT facilities where students can observe activities in the sports hall and record their findings.

10. To discuss items requiring the clerk's attention

Parish News will be ready 26 June for delivery the following weekend.

The barges are as yet unplanted by the consortium – Adrian McInnes is to be contacted.

Roundabout on Calvestone Road damaged some time ago has still not been repaired – contact consortium.

There being no further business the meeting closed at 10.03 pm

Signed as a true record;

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(Chairman)

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(Date)

Initial.....