

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 83, Tuesday 16th July 2013 Held at Cawston Grange Children's Centre

Parish Councillors in Attendance:	P. Venner, Mrs D. Wilson, M. Cool, Mrs M. Brett, Ms S. Bestwick and Mrs J. Hudson
Other Guests in Attendance:	Borough Cllr M. Williams, PCSO Will Weininger
Number of Public in Attendance:	One

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.

- To receive apologies for absence.**
Apologies were received from Cllr M Emery, M. Duncan, Mrs C. Yates and P. Hart, Borough Cllr M. Stokes.
- 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.
- Minutes of the Previous Meeting(s).**
 - The Council Resolved That:** The minutes of Meeting No. 83 dated 18th June 2013 were signed by the Chairman as a true and accurate record of that meeting.
 - Proposed:** Cllr Mrs D Wilson
 - Seconded:** Cllr Mrs J Hudson**Matters arising from the Minutes of the previous meeting.**

Items from Action Log to be followed up:
81/1 - The Clerk is to email Borough Cllr stokes in relation to bollards.
81/16 – Cllr Mrs Bestwick to obtain wording for 'letter of support' for the school from the Chair of Governors.
- Report from Warwickshire Police.**

PCSO Will Weininger was in attendance. He gave a report of the latest incidents from 16/06/2013 to 16/07/2013, these were:
Burglary Dwelling – 1
Damage – 1
Drugs – 1
Rowdy – 1
Theft from Motor Vehicle – 2

He also reported good news that a cannabis warrant had been executed, male arrested and charged with cultivation. Male arrested in the street on suspicion of street dealing. Male charged with possession.

The Council had expressed a concern with Anti-social Behaviour and he said that only 7 Rowdy incidents had been reported since 01/05/2013 and 5 of these are related to domestic issues not ASB. Zero vehicle nuisances reported. Zero noise reported.

The PCSO was requested to look at why a Vehicle Incident in March 2013 in Old Farm Close did not appear on the crime statistics.

The PCSO left the meeting at 19.53.

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

A parishioner said he had had contact with Rob McGuinn and although there had been an improvement in the grass cutting there were still areas that have not been dealt with, in particular the Whitefriars Drive area and paths leading off. Warwickshire County Council had been contacted re the roundabouts on and leading off the Relief Road. The police had been contacted with reference to motorbikes speeding on the Relief Road.

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

There was nothing to report.

7. a) Consortium Liaison and Adoption

Cllr Venner reported that Rob McGuinn of the Consortium and Jack McCullum of Severn Trent would meet to draw up a schedule of adoption. A three way meeting was suggested but Cllr Venner and Rob McGuinn could not find a date convenient to both of them. Our MP Mark Pawsey had written to Severn Trent on the slowness of adoption and had received a response from the directors. A complaint had been made by a parishioner whose disabled son was having great difficulty getting around due to the state of the estate. Severn Trent has said that their solicitors, Eversheds, are dealing with the paperwork necessary to complete the adoption. It was pointed out that other counties have adopted before all the other Legals have been completed.

It was discussed whether the Parish Council could ask Rugby Borough Council to refund council tax for services not provided at Cawston. The clerk is to look at the break-down of services provided by the Borough Council and which do not apply to Cawston.

Cllr Venner said he would like to see a meeting arranged between Severn Trent, the Consortium, County Council and the Borough Council to ensure there are no further hold-ups in the adoption process.

b) Community Hall

(i) Build and Design

Cllr Venner expressed the thanks of the Parish Council to all involved, especially Cllr Emery, in the successful planning application for the Community Hall. This application was passed unanimously by the Planning Committee who further commented that they could not understand why this application went to committee.

(ii) Fundraising incl. Legals and Governance

Cllr Ms Bestwick gave a progress report following a meeting that had taken place on Governance, Business plan and funding, and Bridge Club. Under Governance the sub group looked at Assumptions / Design Principles, Charitable Status and Governance Options.

The sub group discounted all options except the Company Limited by Guarantee and the Charitable Incorporated Organisation based on the design principles they had discussed. A recommendation will be prepared for the August meeting.

On the Business plan and funding the following are being considered:

- Existing research
- Capital and revenue needs and expectations
- Staffing and maintenance

A revised schedule of the work being undertaken by the consultant was produced.

It was proposed by Cllr Venner and seconded by Cllr Cool that "Cawston Parish Council kindly refuses the offer of the Draft Agreement with Rugby Bridge Club and would be happy to enter into a long term rental agreement with them."

This was defeated by 3 votes to 2, with 1 abstention.

Cllr Ms Bestwick said that both Long and Medium Term Rentals should be dealt with by the people managing the hall. As such the Council are not in a position to agree the draft.

- **The Council Resolved That:** The Parish Council have reviewed the governance and funding arrangements for the Community Hall and are not in a position to agree to a long term agreement. However, we are seeking dialogue with organisations and groups interested in agreeing medium term commitments, up to 3 years, to enable the future governing body to have a head start in managing the hall.
- **Proposed:** Cllr Ms Bestwick
- **Seconded:** Cllr Cool
- Voting was 4 in favour, 1 against with 1 absention.

c) Finance, Staffing and Admin

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

The funds available to the council at 30th June 2013 were as follows:

Current account	£ 3,313.51
Savings account	£207,351.35
Total Funds	£209,714.86

There were unresented cheques amounting to £1,451.62.

The Working Group **recommends** the following payments are approved:

Dunchurch Baptist Church	£ 75.00	Internal audit fee
Staff Related	£ 311.41	
HMRC	£251.99	PAYE 1 st Quarter 2013/14

TOTAL PAYMENTS £638.40

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

On the invoice from Howkins and Harrison in respect of land valuation the clerk is to negotiate a reduced fee based on the poor quality report presented. This is to be £100.00 plus VAT.

The debt due from Harringtons Estate Agents for adverts in the Cawston Parish News has now been written off as a bad debt.

In the October 2012 Council Minutes Item 7c(2) approved the web site design, migration and annual email support offered by JW Media Services Ltd. An invoice has now been received and totals £1,240.00 with no Vat.

- **The Council Resolved That:** The sum of £1,240.00 is paid to JW Media Services Ltd for the new web site design, migration and annual support.
- **Proposed:** Cllr Ms Bestwick
- **Seconded:** Cllr Venner
- All in favour
- **The Council Resolved That:** The sum of £2,500.00 be transferred from the Savings to the Current account
- **Proposed:** Cllr Ms Bestwick
- **Seconded:** Cllr Venner

- All in favour

d) Community Open space and Play Area.

(i) Update on play area.

It was confirmed that the order for the play area equipment had been placed and the site work would start within weeks.

The email from a resident objecting to the play area is to be responded to by drafted Cllr Venner

(ii) Boundary Change and Petition

Cllr Mrs Brett said there were now sufficient signatures on the petition and she would present it to the Borough Council shortly.

(iii) Cawston Lane Development

The development would raise a big issue over schooling in the area together with an impact on the roads due to only one entrance to the site. Cllr Venner is to draft the Council's response to any planning application.

The replacing of Perspex in the notice boards was raised.

- **The Council Resolved That:** A quote is obtained and the Perspex purchased so the work can be carried out.
- **Proposed:** Cllr Ms Bestwick
- **Seconded:** Cllr Cool
- All in favour

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

Warwickshire Lieutenancy Office – Queen's Award for Voluntary Service

Resident – Street signage re Turchil Walk

The mayor's Parlour – Visits to Parishes

Resident – Complaint about new play area.

Resident – Overgrown hedges, suggesting appropriately worded leaflet through their door.

9. To consider and discuss any relevant planning notices.

Planning Approval

Cawston Community Hall

10. To discuss items requiring the clerk's attention

Cllr Ms Bestwick warned councillors to be careful with email wording as they are FOI-able.

Cllr Mrs Brett said the gardens at the shops are in need of attention, clerk to contact owners.

Cllr Mrs Wilson said the bin nearest the shops is always overflowing; a bin is needed by the shops. Also there is broken grating in the shop area.

Agreed there would be an August meeting.

Clerk to email councillors re their holiday plans.

11. Motion to Exclude the Public under Section 100(A)(4) of the Local Government Act 1972.

To consider the following resolution:

“that under Section 100A of the Local Government Act 1972, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest, as if members of the public were present during consideration of such business, there would be disclosure of them of exempt information under paragraphs 1 and 11 of Part I of

Schedule 12A of the said Act, that the public be temporarily excluded and they are instructed to withdraw”.

A discussion took place on an issue raised by a parishioner.

There being no further business the meeting closed at 10.15 pm

Signed as a true record;

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(Chairman)

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(Date)

Initial.....