

# Cawston Parish Council

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

**Ordinary meeting Number 93, Tuesday 15th April 2014**  
**Held at Cawston Grange Children's Centre**

|                                   |   |
|-----------------------------------|---|
| Parish Councillors in Attendance: | P. Venner, Mrs M. Brett, M. Emery, Ms S. Bestwick, M. Duncan, M. Cool |
| Other Guests in Attendance:       | Borough Cllr M. Williams.   |
| Number of Public in Attendance:   | None  |

**The meeting opened at 7.30 pm.**

**1. To receive apologies for absence.**

Apologies were received from Cllr Mrs D. Wilson and Borough Cllr M. Stokes.

**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 the meetings No 92 are signed by the Chair as a true and correct summary of the meetings.
- **Proposed:** Cllr P. Venner
- **Seconded:** Cllr Mrs. M. Brett

**Matters arising from the Minutes of the previous meeting.**

The Chair went through the items on the Action Log and this was up-dated. Other items are included on agenda for this meeting.

**4. Report from Warwickshire Police.**

No Police in attendance. A report had been received from the police as follows:-  
Location - reference - crime - update

February 2014 - 3

February 2013 - 2

Durrell Drive - 1524 - Burglary Dwelling - Active investigation  
Frewen Road - 2156 - Criminal Damage - Filed No further action  
Turchil Road - 2363 - Criminal Damage - Filed No further action

March 2014 - 5

March 2013 - 7

Callier Close - 3214 - Theft from motor vehicle - Filed No further investigation  
Arundel Way - 3591 - Theft from motor vehicle - Active investigation  
Arundel Way - 3592 - Theft from motor vehicle - Active investigation  
Gold Avenue - 3651 - Threats to kill - Offender charged  
Whitefriars Drive - 3808 - Breach of restraining order - Offender charged

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

Initial.....

None elected to speak.

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

Borough Cllr M. Williams said there was a Borough Council election in May and that he would be standing for re-election to the council. He had received an email from a resident over concerns about the grass cutting and had given them a maintenance schedule of when the cutting would take place. The Borough Council were looking into purchasing solar panelled bins. An assessment was being undertaken for the provision of drainage in the play area. Also a path would be installed in that area after Easter.

On the question of 'street lighting adoption' he will speak to County Cllr Butlin. He said he will attempt to obtain a copy of the original S106 Agreement.

## 7. a) Consortium Liaison and Adoption

Cllr. P. Venner said that a snagging list is required from WCC in order for the Consortium to carry out the necessary works.

### b) Community Hall

#### i) Build and Design

Cllr M. Emery produced a programme of progression to contract award. He also reported that the build cost had risen to £720k primarily due to rising costs associated with the building market picking up. The fencing around the site would be £18.5k, resolving the parking issue would cost £9.5k and the cost of CCTV £25k. Toilets at the required level were very expensive. It was felt that CCTV was not essential. Cllr Emery was asked to look at the estimate and see how the cost could be reduced to the £650k originally budgeted for.

#### ii) Fundraising incl. Legals and Governance

Information had been obtained through the Public Works Loan Board in order to see the cost of taking on a loan to finance the hall construction. This has been done so that some basic facts regarding loans could be displayed at the Consultation evening on the 29<sup>th</sup> April so that Parishioners could make up their own minds with as much information as possible being available. It was reported that a loan of £500k over 20 years would require a total repayment of £811k and a loan of £450k over 20 years would require repayments of £33k per annum. It was felt that it would be more appropriate to look at other loan values over different periods.

This ignores the income from the s106 agreement.

Veolia grant application of up to £50k would have to be submitted by 30<sup>th</sup> May 2014. **Action** – Cllr Bestwick to liaise with Mike Candler to ensure submission.

Story boards for the consultation evening would need to be ready by 28<sup>th</sup> April 2014 and would need to give a reason for borrowing. Cllr Cool will compile these.

### 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 March 2014 were £213,930.71p.

The first payment of the 2014-15 precept had been received since that date amounting to £28,795.75p.

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

|                            |                  |
|----------------------------|------------------|
| • Staff Related            | £ 282.60 no VAT  |
| • Staff Related            | £ 175.00 no VAT  |
| • Chairman Grant           | £ 160.00 no VAT  |
| • Caroline Pick Consulting | £ 80.00 no VAT   |
| • Handyman Costs           | £ 225.00 no VAT  |
| • Subscription to WALC     | £ 650.00 no VAT  |
| • Steers Printing          | £ 367.00 no VAT  |
| • <b>TOTAL PAYMENTS</b>    | <b>£1,939.60</b> |

- **The Council Resolved That:** The Working group recommend payment and transfer of all the above
- **Proposed:** Cllr Ms S Bestwick
- **Seconded:** Cllr Mrs M. Brett
- All in favour – 1 abstention

- **The Council Resolved That:** The underspend for the financial year 2013-14 is transferred to the Community Hall Project.
- **Proposed:** Cllr Ms S Bestwick
- **Seconded:** Cllr P. Venner

**d) Community Open Space**

**Great War Centenary Avenue of Trees.** Cllr Ms. Bestwick reported that Year 5 of the Primary School were involved looking at 11 soldier stories for the 11 trees to be planted on 11<sup>th</sup> November this year. The Rugby Museum is tracking the work of the children to roll out to other schools. In the autumn term same group of children will do a refresher on their work.

It may be possible to obtain an Art Council grant to have a piece of art commissioned, but this may also need planning permission.

- **The Council Resolved That:** Money up to a maximum of £1,500 is allocated to the art commission project
- **Proposed:** Cllr Ms S Bestwick
- **Seconded:** Cllr P. Venner

In addition to the 11 trees mentioned above the location of the other trees is yet to be decided.

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

Zoe's Place acknowledged the donation from the council.

Email from a resident in response to the 'dog mess' article in the Parish News. Would like more bins provided, pay for bags on bins, enclosure of play area, more frequent patrols by dog wardens and the clearing of broken glass and cans. It was agreed that the next issue of the Parish News would have a map of dog bin locations together with a request for parishioners to let us know where other bins need locating.

Cawston Primary School Consultation – responses required by 18<sup>th</sup> April 2014. Councillors to let clerk know their views so he can respond by the due date.

**9. To consider and discuss any relevant planning notices including a summary of the previous month's action**

**Approval**

None.

**10. To discuss items requiring the clerk's attention**

Mark Duncan wishes to attend Induction Course at Ettington on Saturday 26<sup>th</sup> April 2014 – clerk to liaise with WALC to ensure he is on course.

Cllr Cool mentioned that he believed RBC were now contracting out their Xmas lights provision. He said he would talk to Sean Lawson to see if we could be added to this contract.

APM and AGM are to be held in May 2014.

**There being no further business the meeting closed at 9.30 pm**

Signed as a true record;

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(Chairman)

(Date)