

# Cawston Parish Council

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

## Minutes No. 96

Any queries relating to these minutes should be directed to the Clerk;

Mr.Raymond Morgan, 52 Ratcliffe Road, Rugby, CV22 6HB  
Telephone: 01788 519563 or Email: [clerk@cawstonpc.org](mailto:clerk@cawstonpc.org)

### Ordinary meeting of Cawston Parish Council, Tuesday 15<sup>th</sup> July 2014 Held at Cawston Grange Children's Centre

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

Minute taker in attendance: Mr R. Morgan

**The meeting opened at 7.30pm**

**1. Apologies were received from:**

Cllrs M. Duncan and M. Cool

**2. Declarations of Interest as defined by the Code of Conduct for Cllrs.**

There were no declarations of interest

**3. Minutes of the previous meeting.**

It was proposed by Cllr P. Venner and seconded by Cllr Mrs M. Brett that the minutes of the previous Council meeting are a true record and can be signed as such.

The action log was up-dated and resulted in the following actions:-

- i) Clerk to email Borough Cllr M. Stokes re speaking to owners of Commercial Centre re cars using pavement to exit from shops.

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- ii) Clerk to email Borough Cllr M. Williams obtaining a copy of the original S.106 agreement for Cawston Grange Estate.
- iii) Clerk to email Borough Cllr M. Williams about the non-appearance of dog signs around the play area.

**4. Report from Warwickshire Police**

No report had been received from the police and the clerk is to remind them of their promise of monthly reports.

**5. Up to 15 minutes for members of the public to address the Council**

There were no members of the public in attendance.

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

There was no Borough or County Councillors present.

**7. To discuss ‘Empowering Parish Councils to sell electricity’**

Local Works had contacted the council asking them to submit a proposal under the Sustainable Communities Act asking the government to give all parish and town councils the right to sell electricity that they generate from local schemes. The councillors discussed this and were in agreement that a proposal should be submitted subject to WALC giving their backing to this.

Action: Clerk to speak with WALC to see if they are going to support the proposal.

**8. Working Party reports**

**a) Consortium Liaison –**

Adoption is still held up by the issue of the lighting standards and the Chair has contacted County Councillor Butlin to understand the contracted terms and to see how this can be resolved. The response is that the consortium is asking WCC to adopt lighting that is at the end of its life, 15 years old in most cases. WCC are asking the consortium to replace the lighting with current technology and make sure that it is fit for purpose.

The crossing on Cawston Grange Drive is to go ahead. The council want to know what the speed limit will be on Cawston Grange Drive after installation of the crossing. Cllr P. Venner to follow up.

**b) Community Hall –**

Cllr M. Emery reported that tenders were opened on 20 June 2014 from four companies with the values varying by £600k. These tenders were passed to the Quantity Surveyor to obtain breakdowns of the tenders to ensure they were compliant with the tender. The lowest tender was comp checked but the M & E was way below the estimate by some £123k, a breakdown of this was requested and received on 10<sup>th</sup> July. The 2<sup>nd</sup> and 3<sup>rd</sup> contractors were also asked for their tender breakdowns. The lowest tender breakdown is still some £109k light and only included half of the items necessary.

The second lowest contractor had forwarded their breakdown and this seems fully compliant and the M&E is based on the brief provided, the third lowest contractor have

confirmed verbally that their tender is fully compliant but have not forwarded their breakdown yet.

Action: Cllr M. Emery is to contact the lowest tender and see how the cost can be reduced.

Cllr Ms S. Bestwick said that Borrowing Approval had been received and was available for 12 months. It was agreed that Cllr D Wilson and Cllr M Cool should look at the Public Works Loan Board website to understand the options available and to make a recommendation at a future Council meeting.

**c) Finance Staffing and Administration**

A report on finance had previously been sent to Cllrs. With an update provided at the meeting. It was proposed by Cllr Ms S. Bestwick and seconded by Cllr Mrs M. Brett that all payments listed, totalling £2,749.11, be paid.

The proposal was unanimously agreed.

The clerk reported that the internal audit of the year end accounts was complete and the external auditor had acknowledged receipt of the accounts.

**d) Community open space**

Cllr Mrs M. Brett reported that the handyman was happy to carry out the spraying of weeds as the council directed.

The graffiti had been cleaned off the bench on the sports field.

The problems with grass cutting had been taken up with Sean Lawson of RBC. The response was that the Highway verges are NOT yet adopted and as such technically are not RBC's responsibility to maintain. However, on a goodwill basis, they have included a number of "highway" areas in their open spaces regime ahead of formal highway adoption. There are no verge areas across the Borough where they "cut & collect". The standard is a regular cut with strimming and blowing back on to the verge.

Parishes that require a bespoke or significantly higher standard of finish do engage their own contractors to do the additional work. This would obviously be at the expense of the Parish directly.

Action: The clerk to contact RBC asking them to up the standard of their trim and blow back on verges.

A follow up Arboretum planning meeting needs to be called. Action: Cllr S Bestwick

**9. To hear and consider any received correspondence**

The clerk had prepared a correspondence log and forwarded to Cllrs prior to the meeting. (Log attached).

Letter received from RBC on upcoming major change in voter registration which may affect people in this area. The transition to Individual Electoral Registration means that everyone will register to vote individually, rather than household as they do at the moment.

Action: Clerk to notify RBC of number of notice boards, newsletter contact and website contact.

Email from resident in Durrell Drive with regard to sight lines from a private drive being obstructed by over grown hedges and bushes.

Action: the individuals concerned to be spoken to determining whether the responsibility is the owner of the property or the builder. Cllr Emery to contact the residents.

**10. To consider and discuss any relevant planning notices**

**Applications RBC**

R14/0822 Cawston Old Farm Barns Insertion of two conservation roof lights

**Decisions RBC - Approvals**

R14/0914 7 Bronze Road Retention of hard surfacing

R14/0925 35 Alicia Close Erection of fence to the front of dwelling

**Appeals – RBC**

R13/2262 3 Turchil Road Retention of hard surfacing

R14/0826 37 Clement Way Retention of a picket fence 0.9 m in height to  
The front of the property

**Application – WCC**

RBC/14CC011 Cawston Grange Primary School Proposed single storey extensions to main school consisting of 6 no. additional classrooms and associated infrastructure.

**11. To discuss items requiring the Parish Clerks attention**

Cllr M. Emery – Invoice to be raised for parishioner advertising on website by the Clerk.

Cllrs Ms S. Bestwick and M. Emery gave their apologies for non-attendance at the August 2014 council meeting.

Cllr Mrs M. Brett complained about the street scene created by Redrow building houses right up to the pavement.

There being no further business, the Chairman declared the meeting closed at 9.20 pm

<b>Signed as a true record</b>	..... <i>(Chairman)</i>
	..... <i>(Date)</i>

**Chairman's Initials.....**