

Cawston Parish Council

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

Minutes No. 108

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 of Cawston Parish Council, Monday 20th July 2015 Held at Cawston Grange Children's Centre

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

Minute taker in attendance: Mr R. Morgan

The meeting opened at 7.30pm

1. Apologies were received from:

Cllrs P. Venner, M. Cool, M. Emery and P. Taylor

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

None were given.

3. Minutes of the previous meeting.

It was proposed by Cllr Mrs M. Murphy and seconded by Cllr Mrs M. Brett that the minutes of the previous Council meeting (No. 107) are a true record and can be signed as such.

4. Report from Warwickshire Police

No report had been received and the Clerk is to contact them.

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

A resident congratulated the Parish Council on having the Community Hall built. He would also help with the internal finish doing anything that is required. Also a female resident would help if she could. Small motor bikes were again being ridden on the bridle path and the police had been advised, this had been occurring over the past six weeks. A question was asked as to what was planned for the open area next to the Commercial Area. Cllr Mrs Wilson said this land was still owned by the Consortium and no new plans had been submitted. A resident advised that the floodlight at the end of the Commercial Area, end of fish & chip shop, was not working. The clerk is to follow this up.

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

None were present at the meeting.

7. To receive and discuss Working Party reports

a. Finance, Staffing and Admin

i) Report on Finances and to consider payments to be made in the sum of £178,300.60 subject to any further urgent payments being received.

As at 10 July 2015 the funds in the bank amounted to £391,024.96. It was proposed by Cllr Mrs Wilson and seconded by Cllr Ms Bestwick that payments amounting to £178,300.60 be made. It was also agreed that a transfer from the Business to the Current Account of £184,000 be made. All councillors were in favour.

ii) To discuss and approve arrangements for funding of working parties to ensure the hall is operational

Cllr Ms Bestwick said that options to respond to requirements of the Community Hall Working Group to have access to funds to enable the hall to be ‘made ready’ for occupation and use in between Full Council Meetings had been considered. She added that there was a need to balance speed of access with legal restrictions (financial standing orders), reasonable governance, audit and appropriate consideration of a volatile cashflow projection in this year.

The Finance Working Group proposed and recommended that they are delegated to approve (with the agreement of at least two members of the group for each request) expenditure requests from the Community Hall working group, which in total must not exceed £5,000 for the period between the July and August Full council Meetings. This was proposed by Cllr Ms Bestwick and seconded by Cllr Mrs Brett. All Cllrs were in favour.

b. Community Hall

i) Build and Design

With the completion of the construction of the hall the Community Hall working group have decisions to make as to what work is to be done within the hall in order for it to be occupied.

ii) Fundraising

It was proposed by Cllr Ms Bestwick and seconded by Cllr Mrs Murphy that offers of grants must be put forward for approval of the Parish Council prior to being accepted.

Any grants accepted must have proper accounting records kept on a spreadsheet detailing the expenditure with quotations and receipts filed.

iii) Working Party Feedback

The Terms and Conditions of Hire previously circulated to councillors were discussed and a number of amendments were agreed. It was proposed by Cllr Mrs Brett and seconded by Cllr Mrs Murphy that the Terms and Conditions, subject to agreed amendments are accepted. All councillors were in favour.

The Clerk is to contact RBC to obtain a form to get the building zero rated for rates. Also to obtain quotes for fire certification and have the necessary inspection carried out.

Cllr Mrs Brett is to obtain confirmation, in writing, that no Premises Licence is required.

A Key Register is to be set up with instructions for each set of keys.

c. Community Cohesion

Cllr P. Taylor had prior to the meeting circulated a Report and Recommendations from the working group. These covered the Formal Opening of the Community Hall, regular litter picking around the Parish, a Fun Run, Quiz and Christmas Light Switch on with carols.

These events were discussed. The Formal Opening of the Community Hall it was decided was too early and the Clerk is to contact the Mayor's Office to get some dates as to when he would be available to perform the Opening.

8. To hear and discuss correspondence received

Nothing was applicable.

9. Planning Applications and Decisions

Applications submitted:

- R15/1339 22 Oatland Drive, Erection of conservatory.
- R15/1302 22 Spottiswood Close, Erection of single storey rear extension.

Decisions made: (All Approved).

- R15/1221 20 Frewin Road, Erection of single storey rear extension.
- R12/1947 Grange Farm Cottage, Coventry Road: new access onto Coventry Road
- R15/1207 Drumleigh, Coventry Road, rear conservatory.

10. To discuss items requiring the Parish Clerks attention

No items were raised.

The next meeting is due on 17 August 2015.

There being no further business, the Chairman declared the meeting closed at 9.10 pm

Signed as a true record (Chairman)
 (Date)