

# MINUTES NO 113 OF THE CAWSTON PARISH COUNCIL

**MEETING HELD ON MONDAY 16<sup>th</sup> NOVEMBER 2015 AT CAWSTON GRANGE CHILDREN'S CENTRE,  
SCHOLARS DRIVE, CAWSTON, CV22 7GU**

**Present:** Chairman Cllr. Mr P Venner (PV) Cllr. Mr M Cool (MC)  
 Cllr. Mr M Emery (ME)  
 Cllr. Mrs M Brett (MB) Cllr. Mrs M Murphy (MM)  
 Cllr. Mrs S Bestwick (SB) Cllr. Mr P Taylor (PT)

**Guests in Attendance:** One parishioner

**Clerk:** Mr Raymond Morgan, 52 Ratliffe Rd, Rugby, CV22 6HB

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**Minute taker in attendance:** Mr R Morgan

		Action
01	<b>Welcome and Apologies for absence</b> Meeting opened at 7.30pm. Apologies for absence were received from Cllr. Mrs Wilson	
02	<b>Declaration of Interest as defined by the Code of Conduct for Councillors.</b> Declarations were received from Cllr. Mr Venner and Cllr. Mr Emery regarding a planning application for 25 Alicia Close Ref R15/1222.	
03	<b>Minutes of the Previous Meetings held on 19th October 2015 and 2<sup>nd</sup> November 2015</b> It was proposed by Cllr. Mr Venner, seconded by Cllr. Mrs Murphy, 6 votes in favour to accept the minutes. It was proposed by Cllr. Mr Venner, seconded by Cllr. Mrs Brett, 6 votes in favour to accept the minutes. The minutes were signed by Cllr. Mr Venner.	
04	<b>Report from Warwickshire Police</b> There was no police present at the meeting and the Clerk was asked to email PCSO Grant for the latest crime statistics. <b>Cllr. Mrs Bestwick arrived at the meeting. (7.46pm)</b>	RM
05	<b>To allow members of the public to address the Council</b> 15 minutes allowed. The Chairman reserves the right to restrict speakers to 3 minutes each under Standing Orders 6.1.2 A member of the Community Hall working party, Mrs Moody, commented on hall bookings saying that interested parties (Brownies, Guides, Yoga, Pilates, Slimming World, Pre School Football Group and Dance Classes) had been contacted and a number were starting to use the hall from January 2016. The Function Room was proving the most popular and two parties were held on 15 <sup>th</sup> November. Cllr. Mrs Bestwick said there was a need to track income etc. and a system to do this will be set up. Cllr. Mrs Murphy raised the question of 'opening' and 'locking up' the Hall. It was agreed that at the present time this would be undertaken by volunteers. Cllr. Mr Taylor said that there was concern about the car parking in Scholars Drive at 'drop off' and 'pick up' times for the school. He produced photos of the parking. The Clerk is to send details to the school and ask them to include a note in their next Newsletter. Cllr. Mr Venner had been requested by a number of parishioners to raise the issue of a planning application for the provision of Child Minding in Alicia Close. The parishioners were totally against the application, which was retrospective, as they felt it was an inappropriate development for the area. Also a number car parking incidents with people dropping off or picking up their children had been reported. This will be discussed in more detail under Item 11. <b>Mrs Moody left the meeting (8.02pm)</b>	SB          RM
06	<b>Opportunity for Borough and County Councillors to address the Council</b> There were none present.	
07	<b>To receive and discuss Working Party reports:</b> a. <b>Finance, Staffing &amp; Admin.</b> i) Proposed payments for the month of October were presented in the sum of £2,194.85 plus an invoice from Rugby Borough Council in the sum of £109.13. Cllr. Mrs Bestwick then said that during the course of the previous 4 weeks the monies spent on completing the Hall amounted to a total of £2,989.58 It was proposed by Cllr. Mrs Bestwick, seconded by Cllr. Mr Venner, 7 votes in favor that the invoices and payments for November are paid. ii) Arrangements for funding of working party to ensure that the hall is operational. The Hall is operational and there is no need to put provisions in place. iii) Discussion on the Finance operating model of the hall is to be determined by the Finance working	SB

	<p>party.</p> <p><b>b. <u>Community Hall</u></b></p> <p><b>i) <u>Build and Design</u></b>  Cllr. Mr Emery said that discussions on the planning conditions in regard to the fencing, planting and car parking were the subject of ongoing discussions between Paul Leonard and Rugby Borough Council planning department.  The Air Test had been successful and a certificate issued.  Cllr. Mrs Brett reported that there was slight leak under the flashing in the Lobby area which had been reported to the contractors.  Cllr. Mr Taylor said that the Chlorination Certificate for the Hall was missing. The Clerk to contact HB Architects to see if they have this carried out.  There would appear to be an issue in the meter room and needs to be resolved.</p> <p><b>ii) <u>Fundraising</u></b>  Outcome of an application for a grant from Veolia for the provision of rear fencing and Landscaping is expected in December.</p> <p><b>iii) <u>Working Party Feedback</u></b>  Three quotations had been obtained for the fencing to the front and side of the hall and the cost will be in the region of £5,000. Cllr. Mrs Brett was asked to obtain quotes for the whole of the fencing in order to cover the application to Veolia.  The blinds for the hall are currently being fitted.  The notice board for the hall is still to come.  It was reported that a cleaner is required and that the various options would be considered. The Clerk is to ask Dunchurch how they deal with this. Also the question of a caretaker to open and close the premises.  Keys were distributed to Cllrs. Mr Venner, Mr Cool and Mrs Bestwick.  The Clerk is to draw up a list of items required and already obtained.</p> <p><b>iv) <u>Discussion regarding readiness for opening</u></b>  Not needed as already open.</p> <p><b>c. <u>Community Cohesion</u></b>  None</p>	<p><b>SB</b></p> <p><b>RM PT &amp; MB</b></p> <p><b>MB</b></p> <p><b>RM</b></p> <p><b>RM RM RM RM</b></p>
<b>08</b>	<b>To vote on the acceptance of the proposed Budget for the Financial Year 2016-17</b> Deferred to the December Parish council meeting. Latest annotated budget to be sent to all Councillor's	<b>RM</b>
<b>09</b>	<b>To discuss arrangements for the Annual Carol Concert</b> Event will be advertised, advert should state the event is "lighting of the Xmas tree and carols" with an invitation to go the Community Hall afterwards for refreshments. Event to take place 6 <sup>th</sup> December at 4pm. Will be advertised on-line, on Parish Council noticeboards and at the Co-op. Cllr. Mrs Bestwick is to produce a poster advertising the event. Cllr. Mr Cool is to get a contractor to put the lights on the tree. A PA system, carols and pastor from BEC have been organised.	<b>PV / ME MC</b>
<b>10</b>	<b>To hear and consider any received correspondence (including notice of forthcoming external meetings)</b> Notification from WCC via RBC of Councillors grant award	
<b>11</b>	<b>To consider and discuss any relevant planning notices including a summary of previous month's activity.</b> Planning Application (Retrospective) R15/1222 for the change of use from residential dwelling to childminders during the hours of 7.00am to 6.15pm (Monday to Friday) was discussed and councillors were unanimous in their opposition to the application. It was felt that the development was inappropriate for the area and set a dangerous precedent for the parish. This is a residential area and this application, if approved, would change the aesthetic of the property. This development would bring disturbance, traffic flow and safety issues to a quiet cul-de-sac. The Clerk is to write to the Borough Council stating the objection of this Council to the application.	<b>RM</b>
<b>12</b>	<b>To discuss items requiring the Clerk's attention</b> Other than items highlighted in these Minutes, no other items presented.	
	<b>Date and Time of the Next Meeting</b> The next meeting will be held on Monday 21st December at 7.30pm in the Cawston Community Hall, Scholars Drive, Cawston. Meeting was closed at 9.39 pm.	

Signed: .....

Date: .....

Chairman