

**MINUTES NO 117 OF THE CAWSTON PARISH COUNCIL**  
**MEETING HELD ON MONDAY 18th APRIL 2016 AT CAWSTON COMMUNITY HALL,**  
**SCHOLARS DRIVE, CAWSTON, CV22 7GU**

**Present:** Chairman Cllr Mr P Venner (PV) Cllr. Mrs D. Wilson (DW)  
 Cllr. Mr M Emery (ME) Cllr. Mrs S Bestwick (SB)  
 Cllr. Mrs M Brett (MB)  
 Cllr. Mr M Cool (MC)

Guests in Attendance: None

Public in Attendance: One

**Clerk:** Mr Raymond Morgan, 52 Ratliffe Rd, Rugby, CV22 6HB  
 Tel: 01788 519 563 or Email: [clerk@cawstonpc.org](mailto:clerk@cawstonpc.org)

Minute taker in attendance: Mr R Morgan

		Action
01	<b>Welcome and Apologies for absence</b> Meeting opened at 7.30pm.	
02	<b>Declaration of Interest as defined by the Code of Conduct for Councillors.</b> No Declarations were received.	
03	<b>Minutes of the Previous Meetings held on 8th February 2016</b> It was proposed by Cllr Mrs Brett, seconded by Cllr Mr Venner that the minutes of the previous meeting be signed as a true and correct record. All Cllrs in favour of accepting 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 but a report had been sent to the Clerk. The report from the police is attached to these minutes.	
05	<b>To allow members of the public to address the Council</b> No member of the public addressed the council.	
06	<b>Opportunity for Borough and County Councillors to address the Council</b> No County or Borough Councillors were present.	
07	<p><b>To receive and discuss Working Party reports:</b></p> <p><b>a. Finance, Staffing &amp; Admin.</b></p> <p>i) Cllr Mrs Bestwick reported that the bank balances totaled £219,291.75, which included the receipt of the precept for the first half of 2016/17. Proposed payments for the month of April were presented in the sum of £5,392.78. It was proposed by Cllr Mrs Bestwick, seconded by Cllr Mrs Wilson that the payments are paid. It was agreed that a transfer of £36,500.00 be made from the Current to the Business Account. The Friends of Cawston Grange P.T.A. have applied for a contribution to their annual summer sizzler. Following discussion it was proposed by Cllr Mr Cool and seconded by Cllr Mr Venner that the sum of £300.00 is allocated to this event. The Clerk to write to them accordingly.</p> <p><b>b. Community Hall</b></p> <p>i) <b>Hall Income and Expenditure Report</b> The Clerk reported that income to date is adequately covering costs.</p> <p>ii) <b>Working Party Feedback</b> Cllr Mr Emery said that a 'paid' booking clerk was needed. Cllr Mr Venner said that this had been incorporated in the job description for the new clerk. The sound limiters are to be installed shortly. Cllr Mrs Brett raised the subject of the carpet in the main corridor which despite efforts could not be cleaned. After some discussion it was agreed that this should be left in situ for 12 months and a sum included in the 2017/18 budget for its replacement. It was reported that it was too late to plant whips and trees and this would be an autumn job. Cllr Mr Venner is to contact RBC about their providing them. Also the three planters around the parish had not been planted for at least three sessions by the Borough Council and Cllr Mrs Brett said that she would, with some assistance, get them planted. It was agreed she should go ahead with this. It was proposed by Cllr Mrs Bestwick and seconded by Cllr Mr Venner that the sum of £100</p>	<p>RM</p> <p>PV</p>

	is made available to purchase plants.	<b>MB</b>
<b>08</b>	<b>To discuss arrangements for the Annual General Meeting and Annual Parish Meeting in May 2016</b> It was agreed that the format of the meetings be the same as the previous year with the meetings being held prior to the Council meeting on Monday 16 <sup>th</sup> May 2016. The AGM would start at 7.00pm and the APM at 7.15pm. The clerk is to send the agendas to Cllr Mr Cool for inclusion both on the website and on Facebook.	<b>RM</b>
<b>09</b>	<b>To hear and consider any received correspondence (including notice of forthcoming external meetings)</b> Cllr Mr Venner had received complaints about car parking in Cresswell Close, this issue is not one this council can solve, and will be handed back to the police to resolve. Cllr Mr Emery raised the issue of drugs on the Bridle Way. This had been reported to the police who would do sweeps of the area and RBC would clear up needles etc. Also reported was a vehicle and trailer parking on the footpath in Saxon Close and again this is a police issue. Cllr Mr Cool advised that Dan Cresswell was now the WCC contact re adoption. Areas R3 and R4 are the next areas to be adopted but these had not been identified.	
<b>10</b>	<b>To consider and discuss any relevant planning notices including a summary of previous month's activity.</b> The planning application for Williams Fields had been approved and the S106 agreement in respect of Cawston Parish Council was incorporated in the approval.	
<b>11</b>	<b>To discuss items requiring the Clerk's attention</b> The clerk to provide The Good Councillor's Guide to Cllr Mr Cool for him to pass on to a prospective councillor.	<b>RM</b>
	<b>Date and Time of the Next Meeting</b> The next meeting will be held on Monday 16th May 2016 at 7.30pm in the Cawston Community Hall, Scholars Drive, Cawston. Meeting was closed at 9.15 pm.	

Signed: .....

Chairman

Date: .....