

# MINUTES N<sup>o</sup>: 124 OF THE CAWSTON PARISH COUNCIL

## Meeting Held on Monday 21<sup>st</sup> November 2016 at Cawston Community Hall, Scholars Drive, Cawston, CV22 7GU

<b>Present:</b>	Chairman Cllr. P Venner (PV), Vice Chair Cllr. D. Wilson (DW), Cllr. M. Murphy (MM), Cllr M Cool (MC), Cllr A Horton (AH), Cllr A Billingham (AB)
<b>Guests in Attendance:</b>	Cllr. Michael Stokes, Rugby Borough Council, PCSO Steve Galloway
<b>Public in Attendance:</b>	1
<b>Minute Taker in Attendance:</b>	Shona McKee
<b>Clerk:</b>	Shona McKee, Cawston Community Hall, Scholars Drive, Rugby, CV22 7GU Tel: 07449 961505 or Email: <a href="mailto:clerk@cawstonpc.org">clerk@cawstonpc.org</a>

		Action
01	<b>Welcome and Apologies for absence</b> Meeting opened at 7.30pm. Apologies Cllr. Bestwick, Cllr. Gill.	
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 Meeting held on Monday 17<sup>th</sup> October 2016</b> It was proposed by Cllr. Murphy and seconded by Cllr. Cool that minutes of the previous meeting be approved. The council approved the minutes.	Clerk
04	<b>Report from Warwickshire Police</b> PCSO Galloway (New Bilton) addressed the council in lieu of our nominated PCSO Jackie Pimlott and advised that 5 calls relating to anti-social behaviour have been reported since 28th September 2016. Reports of a suspicious white van were reported and PCSO Galloway has informed us that this vehicle belongs to a resident and is not suspicious. Dates for the PCSO Jackie Pimlott drop-ins have been confirmed and will take place at the Community Hall on:  6th December at 19:30 hrs to 21:00 hrs  13th December at 10:00 hrs to 12:00 hrs  23rd December at 11:30 hrs to 13:00 hrs coffee and mince pies with the SNT  The Clerk to provide dates for future Parish Council meetings to PCSO Galloway.  An article regarding the Neighbourhood Watch Scheme will be published in the Parish newsletter, and depending on interest PCSO Galloway will look in to how we can set this up and co-ordinate within the community.	Clerk  SG
05	<b>Introduction of potential new councillors</b> No new councillors	
06	<b>To allow members of the public to address the Council</b> One member of the public addressed the council with regards to the road adoption plan and when this will happen. Cllr. Stokes advised the resident to lobby the local consortium and contact Rob McGuinn as the adoption sits with them.	
07	<b>Opportunity for Borough and County Councillors to address the Council</b>	Clerk

	<p>Local Plan went to council with further consultation to take place at the end of this month. If the Parish Council have any questions we still have time to submit. Questions should be sent to the Clerk who will forward to the appropriate person.</p> <p>Mike Stokes brought to our attention that the green waste bin collections will not be carried out December, January and February. Green waste can still be taken to the tip if necessary. Residents who wish to retain this service after this period may be charged for this service. The announcement went to press last Friday and residents will receive information regarding this during the next couple of weeks. All other services remain unchanged. Residents who wish to raise any concerns regarding the change can contact Rugby Borough Council. A notice regarding the changes will be published in the forthcoming Parish newsletter.</p>	
08	<p><b>To receive and discuss Working Party reports:</b></p> <p><b>a. <u>Finance, Staffing &amp; Admin.</u></b></p> <p>i) Proposed payments for the month of November were presented in the sums of £2,643.55 relating to Cawston Parish Council and £1,272.63 for Cawston Community Hall. These include: IT software and hardware for Cawston Parish Council and utilities and 'Welcome Sign' for Cawston Community Hall. It was proposed by Cllr Venner, seconded by Cllr Horton that the payments are paid.</p> <p>ii) Direct Debit to Opus energy for Cawston Community Hall and included within payments.</p> <p>iii) It was agreed that an extra Parish Council meeting will be required on December 12th in order to set the budget and precept. Please can all Councillors read the budget file and come to the meeting prepared.</p> <p><b>b. <u>Community Hall</u></b></p> <p>i) <b>Working Party Feedback</b>          Second tranche of plants will be delivered on Thursday 24<sup>th</sup> November and will appeal for volunteers on social media and web page with planting to take place during the forthcoming weekend.          A deep clean has been carried out.          A verbal quotation of £17,000 has been provided to Cllr. Billingham to provide sound proofing solution at the hall. This item and options available will discussed at the forthcoming budget meeting          Due to the high volume of use of the hall more tables are required. The Clerk will get a quotation for a minimum of 10 new tables and present to the council.</p> <p>ii) <b>CIO</b>          The application process is underway. Trustees are in the process of re-drafting documentation. Cllr. Stokes has offered the assistance of the RBC Legal Officer with regards to the application process. The Clerk to contact Cllr. Stokes should the offer of assistance be required.</p> <p><b>c. <u>Parks and Open Spaces</u></b></p> <p>i) <b>Single Point of Contact</b>          The single point of contact for liaison with Rugby Borough Council will be the Clerk. The Clerk to notify RBC and provide contact information.</p> <p>ii) <b>Working Party Feedback</b>          Cllr Horton had a meeting with Mark Cox the handyman to advise change in liaison for the hall and discuss potential maintenance requirements for next year.          Cllr. Billingham has completed the investigation into pricing a suitable CCTV camera solution. The price quoted is £5,740. Before we can go ahead we are waiting on a response from RBC with respect to mounting of cameras on light posts and using their electrical supply. The Clerk to follow up on the progress of this with RBC.</p>	<p><b>Clerk SB/DW</b></p> <p><b>Trustees</b></p> <p><b>Clerk</b></p> <p><b>Trustees/ Clerk /SB</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>

	<p>Cllr. Stokes will send new Parish boundary maps for display on the notice boards as previous versions are not outdated</p> <p><b>d. Website</b> Cllr. Billingham has started to create the new website. All information contained so far is to be validated by Councillors. There are some nominal costs associated with this and Cllr. Billingham will provide costs to the Clerk to be reviewed and discussed at the next meeting.</p>	<b>MS</b>
<b>09</b>	<p><b>To hear and consider any received correspondence (including notice of forthcoming external meetings)</b> Dates for PCSO drop-ins received. Council approved dates requested as mentioned in the report from Warwickshire Police earlier. The Clerk to contact PCSO Pimlott for an outline/agenda of the drop-ins.</p>	<b>SM</b>
<b>10</b>	<p><b>To consider and discuss any relevant planning notices including a summary of previous month's activity.</b> Grange Farm Cottage application for 10 residential dwellings received; reference R12/1947. All Councillors are required to read and respond where required. Deadline of 2<sup>nd</sup> December to receive consultation responses, which should be forwarded to the Clerk. Plans and documents are available to view online at <a href="http://www.planningportal.rugby.gov.uk">www.planningportal.rugby.gov.uk</a>.</p>	<b>ALL/Clerk</b>
<b>11</b>	<p><b>To discuss items requiring the Clerk's attention</b> Concerns raised over minimal signage relating to the work being carried out by the bridleway. Cllr. Stokes to contact enforcement officer.</p>	<b>MS</b>
<p>Meeting was closed at 9:26 pm.</p> <p><b>Date and Time of the Next Meeting:</b></p> <p>The next meeting will be held on Monday 19<sup>th</sup> December 2016 at 7.30pm in the Cawston Community Hall, Scholars Drive, Cawston.</p>		

Signed: .....  
Chairman

Date: .....