

# MINUTES 131 OF MEETING OF CAWSTON PARISH COUNCIL

Meeting Held on Monday 15<sup>th</sup> May 2017  
at Cawston Community Hall,  
Scholars Drive, Cawston, CV22 7GU

<b>Present:</b>	Chair Cllr S Bestwick (SB), Vice Chair Cllr A Horton (AH), Cllr D Wilson (DW), Cllr A Billingham (AB), Cllr M Gill (MG), Cllr E De Kreij (EDK), Cllr M Bryant (MB), Cllr. P Venner (PV)
<b>Guests in Attendance:</b>	3 – RBC Leader Cllr Stokes, Hall Management Committee Leader M Emery, Hall Management Committee Volunteer M Brett
<b>Public in Attendance:</b>	0
<b>Minute Taker in Attendance:</b>	Cllr P Venner
<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>Apologies for Absence</b> Clerk – Shona McKee, Cllr Cool, Cllr Murphy, Borough Councillor Butlin.	
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 24<sup>th</sup> April 2017</b> It was proposed by Cllr. Venner that minutes of the previous meeting be approved, seconded by Cllr. Gill. The Council approved the minutes. Signed copy to be passed to the clerk. Actions arising: Formal documentation for Martin Bryant being co-opted to be followed up NDR – would RBC consider reducing payments Mark Cox certificate of usage for weed spraying Anti social behaviour Oatland Drive to be followed up with Rob McGuinn Councillor training	<b>SB</b>  <b>Clerk</b> <b>Clerk</b> <b>AH</b> <b>PV</b> <b>Clerk</b>
04	<b>Resignation from Council</b> With regret, for personal reasons, Cllr M Murphy has tendered her resignation, accepted by the Chair with thanks for service to the community. Mrs Murphy has agreed to continue on the hall management committee and take care of the co-ordination of deliveries of the Parish News Cllr Billingham to update the email system as appropriate  Cllr Cool has also requested a 3 month sabbatical due to health reasons, the Council accepted this and wish him a speedy recovery	<b>AB</b>
05	<b>Report from Warwickshire Police</b> None received. Clerk to follow up and circulate report	<b>Clerk</b>
06	<b>To allow members of the public to address the Council</b> 1 member of the public enquired on the relocation of the post box from Gerard Rd to the commercial centre. Borough Councillor Stokes advised that this is in progress The same member of public enquired what was happening with the land to the side of the commercial centre as some residents had seen activity on the land. Borough Councillor Stokes advised that he believed it would be built upon. Consortium to be contacted to enquire what their plans are and to confirm that the activity seen is approved by them.	<b>MB</b>
07	<b>Opportunity for Borough and County Councillors to address the Council</b> Borough Councillor Stokes advised that he has been re-elected as leader of RBC. Cllr Stokes confirmed that the take up of the green waste bin collection service had surpassed the target of 10,000 homes, currently standing at 20,000.	

	<p>Cllr Stokes confirmed that there had been complaints regarding the noise at 5am and the poor signage on the roundabout construction – both complaints have been passed onto WCC.</p> <p>Cllr Stokes advised that the Borough Council has loaned litter picking grippers to a group of volunteers working around the estate but these were due to be returned soon. The Council expressed their thanks to the volunteer group and to the estate handyman for working hard to keep the estate free from litter.</p> <p>Cllr Stokes expressed his shock regarding the recent fire on the estate and passed on his best wishes to the families concerned. Images from the fire have now been removed from social media. A full investigation will be conducted by the fire brigade – timing for completion unknown. It was a good example of the community pulling together to help out in the aftermath.</p> <p>Cllr Horton asked Borough Councillor Stokes if he could look into the fact the seats for the zip wires in the playpark have been removed. Cllr Stokes advised he has already actioned this at RBC.</p> <p>Cll Venner asked the question raised by a resident as to why the grass on the roundabouts and verges has not been collected, when it is in other areas of the Borough. Cllr Stokes advised that it should be and he will look into it.</p> <p>Cllr Stokes thanked the outgoing Chair and Vice Chair for all their hard work over the last 15 years of service to the community.</p>	<p>RBC Cllr Stokes</p>
<p>08</p>	<p><b>To receive and discuss Working Party reports:</b></p> <p><b>a. Finance, Staffing &amp; Admin.</b></p> <p>i) <b>Payments:</b> Proposed payments for the month of May were presented in the sum of £1,960.60 relating to Cawston Parish Council and for Cawston Community Hall. It was proposed by Cllr Bestwick, seconded by Cllr Venner that the payments are paid.</p> <p>The value of the EON payment for street lights on Coventry Rd appeared a little high. Clerk to check tariff with EON</p> <p>ii) <b>Creditors:</b> Cllr. Bestwick noted that the NNDR (Council Tax) Invoice for 2017/18 had been received from RBC. With cost attributing on a monthly basis the total amount owed in May stands at £2,071.00 To be discussed later in relation to the community hall feedback</p> <p><b>b. Community Hall</b></p> <p>i) <b>Working Party Feedback</b></p> <p>Cllr Horton reported back on his meeting with CAVA, they advised we should still look into the setting up of a CIO, with a management group reporting to a board of trustees (minimum 3, with 1 trustee from the Parish Council) They have offered to help with this. Cllr Horton to work with CAVA over the next 3 months to see if we can get to a good compromise with the charity commission who had previously rejected the Council's application as they believed they could not see "Clear enough water between the Council and the proposed CIO".</p> <p>In the meantime the Council will work with the hall management group on the mechanics, processes and financial approval levels to allow the management group some autonomy whilst still operating within the standing orders and financial regulations of the council.</p> <p>Quotes have started to come in in relation to the door repairs</p> <p>The Council approved up to £5,000 for emergency repairs to the shutters, if the quotes come in above this the hall management group are to contact the Parish Council Finance and Staffing working party to seek advice on approval</p> <p>Car park surfacing – quote has come in for £12,000. Matt Emery to look at alternative solutions.</p> <p><b>NNDR (Council Tax)</b></p> <p>The new invoice from RBC for the current year was discussed. It was agreed that whilst still working through the CIO route with CAVA then the Standing Order for monthly payments should be set up. Proposed SB, Seconded PV, All voted in favour. To be actioned by the clerk</p> <p>ii) <b>c. Parks and Open Spaces</b></p> <p>A resident has requested a skate park. This has been discussed before with very little support. Also with land at a premium this is unlikely to be given the go ahead</p>	<p>Clerk</p> <p>AH</p> <p>SB M Emery</p> <p>M Emery</p> <p>M Emery SB</p> <p>M Emery</p> <p>Clerk</p>

	<p>Volunteer group has requested litter picking grabs, 15 at £3.70 each from the ESPO catalogue was approved. If more than this will need to come back to next Council meeting</p> <p>Article on our handyman Mark Cox and the work he is doing around the estate to be produced for the next Parish magazine (due in June).</p> <p>How can we provide better access to the greenway. Contact Linden homes to see if they are planning any better access points</p> <p>The new junction by the railway bridge is just starting construction. This new entrance to the Parish will need a planter and welcome sign. Linden Homes to be contacted to see if they will be willing to sponsor</p>	<p><b>EDK</b></p> <p><b>AH</b></p> <p><b>AH</b></p> <p><b>AH</b></p>
<b>09</b>	<p><b>To hear and consider any received correspondence (including notice of forthcoming external meetings)</b></p> <p>i) Cllr Butlin / Shirley Reynold (Team Leader Highways WCC) response to out letter of complaint regarding roundabout roadworks. Letter confirms more misery through the Autumn as the bridge junction and access points into Redrow development commence. Letter to be written stressing that we would like to see the project plans and firm commitment to finish the roadworks. Also express concerns regarding the traffic lighted bridge junction on the down hill slope during the winter months. Letter to be drafted. All 3 letters to be placed on website.</p> <p>ii) Letter from Cawston Grange Primary School PTA requesting donation to Summer Sizzler. As in previous years as this is currently the only social activity for all members of the community the Council agreed to donate £250 as a contribution to the activities. Proposed SB, Seconded DW, Approved by all. Cheque to be sent.</p> <p>iii) Antisocial behaviour reported by resident who did contact the Police and received a crime number. To be followed up with the Police</p> <p>iv) Letter on Parish Housing. Does not apply to Cawston. Response made by SB</p> <p>v) Cawston Greenway request for monies for benches. Previous benches have been burned or taken away. Cawston Greenway need to formally make a request through the Clerk and provide evidence of how the benches can be safe guarded. Cllr Gill to make contact.</p> <p>vi) Pack of information from Grant Thornton regarding the submission of the Council's EOY accounts.</p>	<p><b>PV</b> <b>AB</b></p> <p><b>Clerk</b></p> <p><b>PV</b></p> <p><b>MG</b></p>
<b>10</b>	<p><b>To consider and discuss any relevant planning notices including a summary of previous month's activity.</b> None</p>	
<b>11</b>	<p><b>To discuss items requiring the Clerk's attention</b> None The new Chair took the opportunity to thank the outgoing Chair for all of his hard work and dedication over the last 15 years.</p>	
<p>Meeting was closed at 21:40 <b>Date and Time of the Next Meeting:</b> Tuesday 20<sup>th</sup> June 2017 at 7:30pm. To be held at Cawston Community Hall, Scholars Drive, Cawston</p>		

**Signed: Samantha Bestwick**  
Chairperson

**Date: 20<sup>th</sup> June 2017**