

# MINUTES 141 OF MEETING OF CAWSTON PARISH COUNCIL

Meeting Held on Tuesday 17<sup>th</sup> April 2018  
at Cawston Community Hall,  
Scholars Drive, Cawston, CV22 7GU

<b>Present:</b>	Chair Cllr S Bestwick (SB), Cllr Horton (AH), Cllr D Wilson (DW), Cllr M Bryant (MB), Cllr W Pimlett (WP)
<b>Guests in Attendance:</b>	0
<b>Public in Attendance:</b>	0
<b>Minute Taker in Attendance:</b>	Cllr W. Pimlett
<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
0 1	<b>Apologies for Absence</b> Apologies were received and accepted from County Cllr Peter Butlin. Borough Councillor Michael Stokes, Cllr E De Kreij, Clerk Sick	
0 2	<b>Declaration of Interest as defined by the Code of Conduct for Councillors.</b> No Declarations were received.	
0 3	<b>Minutes of the Previous Meeting held on Tuesday 27th February 2018.</b> It was proposed by Cllr. Horton that minutes of the previous meeting be approved, seconded by Cllr. D Wilson. The Council unanimously approved the minutes. Cllr Bestwick signed a copy of the minutes and she retained a copy for council records.	
0 4	<b>To allow members of the public to address the Council</b> There were no members of the public present.	
0 5	<b>Opportunity for Borough and County Councillors to address the Council</b> There were no Borough or County Councillors in attendance.	
0 6	<b>Working Party Reports</b> a. <b>Community Hall</b> No feedback b. i) <b>Financial Report</b> Report on finances received from Cllr S. Bestwick and Cllr. D Wilson. Cllr A. Horton proposed Report approved and Cllr M. Bryant Seconded approval. And the council thanked Cllr S. Bestwick and Cllr D Wilson for all the hard work put into accounts. ii) Brief discussion on year end account processes, to be continued at next meeting. lii) Update given to council in regard to staffing. iv) Cllr M. Bryant recommended to follow recommendations of WALC and GDPR in regards to which packs the council should use. And that the council must have good reason to hold any personal details and permission from the relevant individuals to do so. And to put a process in place to review this regularly. The motion to order the relevant packs was made by Cllr A. Horton and seconded by Cllr D. Wilson. Cllr M. Bryant was to be the information officer. c. <b>Parks and open spaces</b> i) no working party feedback to give. d. <b>Communications</b> No communications received. e. <b>Consortium.</b> Cllr A. Horton discussed email communications with consortium to arrange meetings. As of the date of the meeting no reply had been received by the consortium. Cllr A. Horton will email Rob once more to try to arrange a meeting.	AH
0 7	<b>To discuss arrangements for Annual Parish Meeting and AGM in May 2018</b> It was proposed by Cllr A. Horton and seconded by Cllr S. Bestwick to have same arrangements for these meetings as last year. The dates for the meetings were set as follows:	

	<ul style="list-style-type: none"> <li>- Annual meeting of the Parish 15th May at 7.00pm</li> <li>- AGM 15th May at 7.15pm</li> <li>- May Parish Council Meeting at 7.30pm. It was hoped an Locum Clerk could be arranged for the AGM and Annual Meeting. Cllr S. Bestwick to continue correspondence to that regard.</li> </ul>	<b>SB</b>
0 8	<p><b>To hear and discuss any correspondence received</b></p> <ul style="list-style-type: none"> <li>• Cllr S. Bestwick advised that previous correspondence regarding the potential for extra litter bins not been able to be followed up with RBC due to election period of Council. A suggestion was also made to ask the volunteer litter picking group where they felt the parish would be best served to have new litter bins placed.</li> <li>• Cllr S Bestwick also advised that the conversation with `RBC in regard to the W I tree planting would also be picked up after the local elections.</li> <li>• Cllr A. Horton and Cllr W. Pimlett suggested they investigated getting WALC Training during May.</li> <li>• A suggestion for the Parish council to arrange a type of hustings for the parishioners to question and find out more about the policies of the candidates for the Local Borough Council elections had been received via the parish council Facebook page. It was agreed that this was an excellent suggestion, but that it was too close to the elections on the 3rd of May to try to arrange something. But that it would be a good idea for future elections.</li> </ul>	<b>EDK</b>  <b>AH WP</b>
1 1	<p><b>Planning Applications and Decisions</b></p> <ul style="list-style-type: none"> <li>• No Planning applications received</li> </ul>	
1 2	<p><b>To discuss items requiring the Clerk's attention</b></p> <ul style="list-style-type: none"> <li>• It has been suggested that a Locum Clerk be employed to cover the current Clerk's absence.</li> </ul>	
1 3	<p><b>Action Log</b></p> <p>To be reviewed ahead of the next meeting</p>	<b>SB</b>
<p>Meeting was closed at 21:05</p> <p><b>Date and Time of the Next Meeting:</b></p> <p>Tuesday 18<sup>th</sup> April 2018 at 7:30pm. To be held at Cawston Community Hall, Scholars Drive, Cawston</p>		

**Signed:**  
Chairperson

**Date:**