

MINUTES 142 OF MEETING OF CAWSTON PARISH COUNCIL

**Meeting Held on Tuesday 15th May 2018
at Cawston Community Hall,
Scholars Drive, Cawston, CV22 7GU**

Present:	Chair Cllr S Bestwick (SB), Cllr Horton (AH), Cllr D Wilson (DW), Cllr M Bryant (MB), Cllr W Pimlett (WP), Cllr E de Kreij (EK)
Guests in Attendance:	RBC Cllr M Stokes, RBC Cllr D Keeling
Public in Attendance:	0
Minute Taker in Attendance:	Cllr M Bryant
Clerk:	We are temporarily without a regular clerk. Email: clerk@cawstonpc.org

No	Agenda Item	Action
01	Apologies for Absence Apologies were received and accepted from County Cllr P Butlin.	
02	Declaration of Interest as defined by the Code of Conduct for Councillors. No Declarations were received.	
03	Minutes of the Previous Meeting held on Tuesday 17th April 2018. It was proposed by Cllr. Horton that minutes of the previous meeting be approved, seconded by Cllr. D Wilson. There was one typo that was agreed should be corrected. The Council unanimously approved the minutes. Cllr Bestwick signed a copy of the minutes and she retained a copy for council records.	
04	To allow members of the public to address the Council There were no members of the public present.	
05	Opportunity for Borough and County Councillors to address the Council Cllr Stokes spoke regarding the recent RBC elections and introduced newly elected Cllr D Keeling. The council gave their congratulations to Cllr D Keeling. Cllr Stokes reported that there had been complaints from the residents regarding the state of the public grass and that RBC were dealing with the required extra grass cutting due to the recent May Flourish as best they could. Cllr Stokes noted that the "Christmas Tree" on the open ground by the Coventry Road roundabout was getting out of shape and offered that RBC would come and trim it. Cllr Stokes has been made aware of some anti-social behaviour by people on motorbikes. The police are also aware. Cllr Stokes observed that a few documents were missing from the CPC website and Cllr Bryant agreed to check this and upload anything that was found to be missing.	MB

No	Agenda Item	Action
06	<p>Working Party Reports</p> <p>a. Community Hall No feedback</p> <p>b. Finance Staffing and Administration</p> <p>i. It was agreed unanimously to renew the WALC subscription.</p> <p>ii. The recommended payments to creditors were proposed by Cllr Wilson and seconded by Cllr Bryant.</p> <p>iii. The Council discussed the annual return for the accounts.</p> <p>The Council unanimously agreed the Annual Governance Statement 2017/18 and agreed the Chair would sign the form.</p> <p>The Council then discussed the detail of the accounts and the Chair explained all proposed data for the different Box fields in the return; detailing the reason for the variances. The Council unanimously agreed the figures discussed should be used for the Council's Annual Return and the reason for the variances supplied as discussed.</p> <p>iv. The clerk has resigned and the council has offered its thanks and good wishes.</p> <p>v. The council has accepted the offer of help from Patricia Knowles of the Dunchurch Parish Council to give administrative support and Cllr Horton is discussing this with her.</p> <p>vi. The option of separating the roles of clerk and RFO was discussed and it was unanimously agreed that this was not appropriate for this council.</p> <p>vii. The council will be advertising for a new clerk within the next month and all required terms and conditions have been agreed. Advice from Graham Elson has been taken.</p> <p>c. Parks and open spaces</p> <p>i. Cllr de Kreij as suggested that the litter picking groups should recommence on Sundays, weather permitting. The team would like to request the purchase of 5 bin bag hoops at an approximate cost of £48. This was approved unanimously by the council. Cllr Stokes said that RBC would collect the full bags from outside the hall for free.</p> <p>ii. The football posts on the public open space need to be moved and the council is in discussion with RBC to agree the details.</p> <p>iii. A tree in the arboretum has died it is agreed that this should be replaced.</p>	

No	Agenda Item	Action
06	<p>iv. The team working on the Cawston Greenway has requested that a map or information board be placed on the route. It was suggested that more online maps and information would be a better solution to assist those wanting to know more about the Greenway.</p> <p>d. Communications</p> <p>i. Cllr Pimlett is working on the next edition of the parish magazine requested information to help him produce the magazine as it is the first time that he has undertaken this task. The other members of the council all offered their support with this task.</p> <p>e. Consortium.</p> <p>i. Cllr Horton has met with Rob McGuinn regarding the road adoption. He reported to the council that the legal issue with the sewers has now been resolved and the consortium intend to complete the initial adoption process for the arterial roads by the end of the year. It should be noted that once this is complete there is a maintenance period of a year after this before the adoption can be finalised.</p> <p>ii. The consortium has stated that the unused land by the shops is most likely to be used for additional housing.</p>	
07	<p>To hear and discuss any correspondence received</p> <p><input type="checkbox"/> The issue of the goal posts has been raised, but this has already been discussed.</p>	
08	<p>Planning Applications and Decisions</p> <p><input type="checkbox"/> No Planning applications received</p>	
09 09	<p>To discuss items requiring the Clerk's attention</p> <p><input type="checkbox"/> It has been suggested that we re-establish communication with PC Young and re-invite him to future meetings.</p> <p><input type="checkbox"/> Now that the local councillor elections are over we can continue the application process for funds offered by Cllr Butlin for a defibrillator for the hall.</p> <p><input type="checkbox"/> The council would like to extend an invitation to Daf Goddard to attend one of our meetings.</p>	
10	<p>Action Log</p> <p>To be reviewed ahead of the next meeting</p>	SB
<p style="text-align: center;">Meeting was closed at 21:10 Date and Time of the Next Meeting: Tuesday 19th June 2018 at 7:30pm. To be held at Cawston Community Hall, Scholars Drive, Cawston</p>		

Signed:
Chairperson

Date: