

Cawston Parish Council

Councillors: R. Bishop, A. Henderson, D. Richards, S. Bestwick, P. Harrison, M. Blandford, G. Heaton, K. Boxall, S. Prime.
<https://www.cawstonpc.org/parish-council>

AGENDA

I hereby give notice of a **Meeting (201)** of **Cawston Parish Council**, which will be held on **Tuesday 19th March 2024**, commencing **at 7pm** at the Community Hall, Scholars Drive, Cawston, Rugby, to which all Parish Councillors are summoned to attend.

Summons	R. Bishop, A. Henderson, D. Richards, S. Bestwick, P. Harrison, M. Blandford, G. Heaton, K Boxall, S. Prime.
Invitation	Representatives of Rugby Borough Council, Warwickshire County Council, Warwickshire Police and the general public.

Notice

The Parish Council are committed to considering diversity, inclusion, environmental impact and biodiversity when discussing and forming resolutions.

Public Democratic Forum

An opportunity for members of the public in attendance to comment on any business which has been raised in previous meetings or raise issues for future consideration at the discretion of the Chair. Members of the public are requested to ensure their comments do not exceed 3 minutes and all comments should be directed to the Chairman. Members of the public may not take part in any other part of the Parish Council meeting but are invited to remain as observers.

- 1. Apologies:** To receive and accept apologies for absence.
- 2. Declarations of Interest:** (as defined by the Code of Conduct for councillors)
- 3. Borough and County Councillors:** An opportunity to report to the Parish Council on matters which are relevant to Cawston. Councillors are respectfully requested to keep their reports succinct.
- 4. Warwickshire Police:** An opportunity to update to the Parish Council on matters which are relevant to Cawston.
- 5. Casual Vacancy:** To Co-opt one qualifying member of the public to fill the casual vacancy on Cawston Parish Council.
- 6. Minutes:**
 - To consider the approval of the Minutes of the Council Meeting 200 held on 16th January 2024 (**copy attached**)
- 7. Action Log:** Clerk to report progress on matters arising at the last meeting.
 - Update on location of dog waste bins (GH)
 - Clerk to request consortium details (HS)
 - Clerk to liaise with All Things Street in order to host an event at the Community Hall on 4th May 2024 (HS)
 - Clerk to share meeting date schedule for 2024-25
- 8. Correspondence**
 - Road Safety Officer – Community Speed Watch Group

b. Resident - Wildflowers

9. Finance

(Document)

- c. To approve the payments list for March 2024
- d. To confirm the bank reconciliations have been reviewed by Cllr Harrison
- e. To agree the Internal Auditor to review the accounts and processes for 2023-24
- f. To consider an application for a Small Grant from Cawston Primary PTA

10. Planning

- a. To consider any planning applications shared by Rugby Borough Council
- b. To receive feedback from Cllr Blandford on the meeting hosted by Rugby Borough Council regarding Rugby South West Development.

11. Policies

To review and adopt the following documents: -

- a. Operation Menai Bridge
- b. Complaints Policy
- c. Publication Scheme

12. Community Hall & Events

To receive a report on the Community Hall from the Parish Clerk and agree any necessary actions.

13. Framework & Support Services

- a. To consider signing up the National Council Awards Scheme
- b. To consider subscribing to the SLCC
- c. To consider having a professional evaluation of the Parish Clerk post undertaken.

14. Planning for the Future

- a. To consider developing a three-to-five-year plan for Cawston Parish Council and agree the first steps for this.
- b. To consider starting the process to create a Neighbourhood Plan for Cawston:-
 - I. Form a Neighbourhood Plan Steering Group.
 - II. Agree to share early ideas to be included in the plan with the public.

15. To discuss items requiring the Clerk's attention

16. Next Meeting:

To confirm the advertised ordinary meeting date is Tuesday 21st May 2024 7pm in Cawston Community Hall. This follows the Annual Meeting of the Parish Council at 6.30pm.