

Cawston Parish Council

Councillors: S Bestwick, A Henderson, S Prime, R Bishop, G Heaton, D Richards, P Harrison, K. Boxall, M Blandford.

Members Present: Cllr Rich Bishop (RB), Cllr A Henderson (AH), Cllr Paul Harrison (PH), Cllr Guy Heaton (GH), Cllr Steven Prime (SP) Cllr Dean Richards (DR) and Cllr Kate Boxall (KB)

Public in Attendance: One (from 7.25pm)

Press in Attendance: None

Principal Council Representatives: Cllr Peter Butlin (WCC)

Officers in Attendance: Helen Stewart (Parish Clerk & Minute taker)

Clerk: Helen Stewart, Cawston Community Hall, Scholars Drive, Rugby, CV22 7GU Email: clerk@cawstonpc.org

Apologies: Cllr Matt Blandford (MB), Cllr Sam Bestwick (SB)

Absent: None

MINUTES THE MEETING OF CAWSTON PARISH COUNCIL (200) held on TUESDAY 16th JANUARY 2024 at the Community Hall, Scholars Drive, Cawston, commencing at 7pm

PUBLIC FORUM

No items

C22-386 Apologies

Apologies received from Parish Councillors Sam Bestwick, Matt Blandford

Also from Cllr Michael Moran (RBC), Cllr Louise Robinson (RBC), Cllr Watson-Merrick (RBC).

C22-387 Declarations of Interest

No declarations of interest.

C22-388 Borough and County Councillors Reports

Cllr Peter Butlin – WCC

Local Plan Consultation is about the quantities of houses and infrastructure etc. There will be a second round of consultation on the plan following the review of the inspector.

The application for School places deadline was 15th January 2024

Cold Weather – Please report gritting concerns on WCC website.

Fire & Rescue Consultation open until 10th March 2024.

Public Health annual report on WCC website

Full written reports were received from Borough Councillors Robinson and Moran.

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C22-389 Minutes

RESOLVED: That the minutes of meeting 199 held on 28th November 2023 were accepted as true and accurate record by those councillors who attended. Cllr Bishop signed a copy.

C22-390 Action Log

An update was given on the following items:-

- a. **RESOVLED:** Following a proposal GH from which was seconded DR by it was agreed unanimously to accept the Terms of Reference for the Community Projects Working Group.
- b. WALC's CEO will be providing some training for all members and staff on 20th January 2024 beginning at 9.30am. With the anticipated finish time of midday. This will cover councillor basics, employer's responsibilities and how to build a long term plan for the Parish Council.
- c. Cllr Heaton is liaising with RBC to suggest locations for additional dog waste bins on the estate.

RESOLVED: That based on GH's recommendations, the decision for locations should be delegated to the Clerk.

ACTION: Cllr Heaton to report back to the Clerk (copying in all Parish Council members)

- d. A draft response to the Local Plan Consultation was delegated to members of the Community Projects Working Group. All members were asked for input into formulating a response.

RESOLVED: Unanimous not to comment on RBC's Local Plan Consultation.

1.

C22-391 Correspondence

- a. Resident – Adoption plan for the estate and faulty drain cover on Durrell Drive
- b. Resident – additional crossing points for the wheelchair or mobility scooter users

These items were both mentioned to Cllr Peter Butlin (WCC) who has noted them. A conversation took place regarding the adoption of the roads, pavements, and streetlights on the estate.

ACTION: Clerk to request the most up to date contact details of the consortium from Cllrs Moran and Butlin. She will then invite representatives to the ordinary Parish Council meetings.

2.

C22-392 Finance

- a. **RESOVLED:** The January payments list was approved by the Parish Council.
- b. **RESOLVED:** Following a proposal SP from which was seconded PH by it was agreed unanimously to accept the budget as prepared by the Parish Clerk.

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- c. **RESOLVED:** SP proposed that the precept should be raised by 4%, this was seconded by PH. Six members voted in favour of this (RB, KB, AH, GH, SP and PH) DR voted against. The motion was carried by a majority. This is a blended approach to cover the agreed budget for 2024-25, and the shortfall will be met from Parish Council reserves.

Prior to this resolution, discussions were held in detail and other proposals and motions were offered:-

DR proposed a 0% increase to the precept based on the agreed budget with a deficit of £20,678. This did not have a seconder or any support from members.

SP suggested the Parish Council take a blended approach to cover the budget deficit, proposing a 5% increase to the precept. This was seconded by GH. This motion failed as four of the seven members present voted against.

PH proposed a 3.3% increase which was seconded by GH. Again, this motion failed with a four to three vote against it.

C22-393 **Planning**

No Items

C22-394 **Consultations**

Two consultations were listed for consideration: -

- a. Warwickshire Fire and Rescue. **RESOLVED:** No comment
- b. Public Right of Way (WCC). **RESOLVED:** No comment

C22-395 **Community Hall & Events**

A full written report was provided to members in advance of the meeting.

It was discussed that the Community Christmas Event held in 2023 was a big success. No formal resolutions were made; however it was felt that it might be useful to have an informal meeting early this year to prepare for Christmas 2024. Suggestions were made, that serving alcoholic mulled wine could be an option and asking members of the public for a donation to a nominated charity.

RESOLVED: To allow All Things Street to hold an event at the Community Hall on 4th May 2024.

ACTION: Clerk to set out terms and price based on the Parish Council's advertised hire charges. A deposit is required and there should be no music outside of the building because of restrictions on planning permission.

3.

C22-396 **Annual Meetings**

RESOLVED: To host the Annual Parish Assembly on 16th April 2024 at 7pm.

RESOLVED: The Annual Parish Meeting will be at 6.30pm in advance of the ordinary Parish Council meeting at 7pm on 21st May 2024.

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C22-397 **HR Matters**

- a. **RESOVLED:** Following a proposal AH from which was seconded by SP it was agreed unanimously to adopt the Terms of Reference for the HR Committee.
- b. The members acknowledged the confidential HR Report

C22-398 **To discuss items requiring the Clerk's Attention**

The defibrillator has been removed from the cabinet and the Circuit register as the battery was cold. The Clerk will return it to the cabinet this week.

ACTION: Clerk to produce list of agreed dates for the noticeboards.

The casual vacancy has been advertised. It will be listed on the March agenda so it can be filled.

Action Log:

Item No:	Item	Action By
1.	Produce a list of suggested locations for the dog waste bins & inform the Clerk	GH & Clerk
2.	Clerk to request consortium contact details	Clerk
3.	To book All Things Street into the Hall	Clerk
4.	To produce list of meeting dates for the noticeboards	Clerk

C22-399 **Date of Next Meeting**

- 19th March 2024 7pm Cawston Community Hall – Ordinary Meeting
- 16th April 2024 7pm Cawston Community Hall – Annual Parish Assembly
- 21st May 2024 6.30pm Cawston Community Hall – Annual Parish Meeting
- 21st May 2024 7pm Cawston Community Hall – Ordinary Meeting
- 16th July 2024 7pm Cawston Community Hall – Ordinary Meeting
- 17th September 2024 7pm Cawston Community Hall – Ordinary Meeting
- 19th November 2024 7pm Cawston Community Hall – Ordinary Meeting
- 21st January 2025 7pm Cawston Community Hall – Ordinary Meeting
- 18th March 2025 7pm Cawston Community Hall – Ordinary Meeting

Meeting ended 8.28pm