

# PAILTON PARISH COUNCIL

## Minutes of the Pailton Parish Council Extraordinary Meeting held on 14<sup>th</sup> January 2008 at 7.30pm at Pailton Village Hall, Pailton.

Present: Cllrs. A. Gillias (Chairman & RBC)  
S. Lenton                      M. Barnett.                      D. Swindell

There were two members of the general public present. K. Busfield & N. Baxter.

### 219. **Apologies**

Apologies had been received for Cllr J. Fitzsimons and were accepted by MB, seconded by DS

### 220. **Declaration of Interests.**

Cllr. A. Gillias declared an interest in planning matters, being a member of the Planning Committee at Rugby Borough Council.

### 221. **Approving 'The Terms of Reference' Document for a Working Group.**

Cllr. DS had drafted the Terms of Reference beforehand which had been had circulated to the other members of the Council, prior to the meeting, for review & consideration.

DS addressed each point sequentially, reading each out loud for the benefit of the two members of the public.

Each point was considered by the Council. Some points, after debate, were re-worded, amended, additions made or the sequence changed. After each point, DS made the changes to the document directly onto a lap-top computer. The amended changes were read out for clarification, proposed, seconded and AG put forward a motion that the point be approved. All voted in favour.

After all changes were completed the document was put forward by the Chairman for final approval. The motion was carried forward unanimously.

**DS to forward the approved Terms of Reference to all members of the Parish Council & the clerk to forward a copy to B. Goodfellow.**

### 222. **Addressing any Further Issues Arising from the Above.**

Cllrs discussed how this document should be presented to the WG. As B. Goodfellow was presently the spokesperson for the Working Group, it was proposed that the Clerk should speak personally to BG & go through the ToR with her. After this Cllr. Stewart Lenton to be the liason between the WG & the PC.

The timeframe was important to the Cllrs. who stated that there should not be any unnecessary delay in collating the results of the questionnaire. It was decided that the WG should meet, as stated in the ToR, at least once a month and compile a questionnaire for review by the PC, collate the results for further review, with an expectancy of publishing the results after the PC meeting in April.

Delivery of results was discussed. It was decided that time would not allow members of the WG to deliver house to house & that results could be delivered with Round the Revel magazine. After further discussion, AG suggested that the WG be allowed to set their own deadline. MB stated that it had been proposed at a recent PC meeting that a full written report should be ready for Cllrs. to review in April.

SL added that after the first meeting of the WG, their own members might be able to give a realistic date for the deadline.

It was proposed, within the ToR, that members of the WG could apply to the Parish Council for re-imburement for the costs of stationery & associated items which would be

used in the production of the questionnaire. AG stated that this should be an item on the next agenda for the Parish Council to approve the possible spend of public money.

AG thanked DS, on behalf of the Parish Council, for the compilation of an excellent document.

The Chairman thanked everyone, including the members of the public, for their attendance & the meeting closed at 9pm

K. Busfield raised an issue regarding one of the points in the Terms of Reference. KB felt the wording might be misleading. AG thanked KB for raising this point but stated that the meeting had now closed & the ToR already approved, however, the Cllrs. took note of this point.

Signed:

Date: 4<sup>th</sup> February 2008