

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 20th May 2019 at 7.30 pm.

Present: Cllr B Follett, Cllr A T Hitchcox, Cllr A E Malin, Cllr Mrs J P Malin, Cllr T Musa and Cllr J Sudbury

In attendance: None

1. Election of Chairman for the meeting

The Clerk called for nominations for Chairman for this meeting (being the first meeting of the year and immediately post public elections). Cllr Hitchcox was proposed by Cllr Follett and seconded by Cllr Sudbury - proposal carried.

2. Election of Chairman for the year

The Clerk called for nominations for Chairman and Vice Chairman for the forthcoming year. Cllr Sabin was proposed as Chairman by Cllr Follett and seconded by Cllr Mrs Malin; Cllr Sudbury was proposed as Vice Chairman by Cllr Mrs Malin and seconded by Cllr Follett. The two proposals were carried unanimously.

3. Signing of Forms of Declaration

Declarations of Office were duly signed by all Councillors present and all Councillors present were issued with forms of Declarations of Pecuniary Interest to be completed as soon as possible.

4. Apologies for absence

Cllr S Sabin, Cllr R Munn (holidays), WCC Cllr Redford and WDC Cllr Mrs Leigh-Hunt (WDC meeting)

5. Approval of the Minutes of the Council meeting on 29th April 2019

The Minutes were approved subject to an agreed amendment that the reference in Paragraph 9 to the Planning Application for 9 Mucklow Close be deleted.

Council Vacancies

Cllrs present considered co-options to the Council to fill the two vacancies (public notice having been duly issued). Six people interested in co-option all of whom had been invited by the Clerk to attend this Council meeting.

The Clerk had previously circulated to all Cllrs present copies of short CVs which he had obtained from the candidates.

The Clerk reported that he had discussed the procedure for this meeting with Cllr Sabin before his departure on holiday and they had agreed the following:-

- a) That all six candidates would be invited to address the Council in amplification of their CVs
- b) That after hearing the candidates individually (in confidence) the Cllrs present would have an opportunity to discuss the outcome
- c) The decision on the candidates would be put to the vote, to be carried out by secret ballot
- d) Councillors present agreed this procedure.

Five candidates were then heard in succession on an individual basis. One candidate did not attend and had not replied to the Clerk's invitation to do so; it was believed that he was abroad.

After a duration of approximately three quarters of an hour, the Cllrs deliberated on the interviews and concluded they were unable to reach a decision at this meeting; they felt it would be appropriate to have more serving Cllrs present, in particular the Chairman, Cllr Sabin. It was AGREED that a special meeting be convened as soon as possible, and the candidates invited to attend that meeting – Cllr Hitchcox to arrange the date, time and venue of the special meeting. **Action: Cllr Hitchcox**

6. Matters arising from the Minutes of the Council meeting on 29th April 2019

1. The Clerk reported that an acknowledgement had been received from WCC to the comprehensive traffic management letter that had been submitted; the response is complex, and he had not had an opportunity to study it or discuss it with Cllr Sabin. **Action: Cllr Sabin & Clerk**
2. The Clerk reported that whilst the pump was in situ and A C Lloyd wanted a photo shoot of it, his understanding was that David Chater was looking into the acquisition of a trough to go with the pump. **Action: Clerk**
3. The Clerk reported that he had had an initial acknowledgement of receipt on the complex CIL letter put together by him and Cllrs Sabin and Sudbury. No detailed response had been received as yet.
4. Approved contractors had been instructed to proceed with the footpath repair – Cllr Follett to keep an eye open for them. **Action: Cllr Follett**
5. The Clerk confirmed that the football agreement with Sands United FC had now been signed and contracts exchanged. Cllr Sabin is to obtain payment of the fee of £100. **Action: Cllr Sabin**

7. Warwickshire County Council – update report

In the absence of WCC Cllr Redford there was no report.

8. Warwick District Council – update report

In her absence, WDC Cllr Mrs Leigh-Hunt had indicated that there was nothing to report because following the elections the WDC Council was in a state of flux due to the installation of standing committees etc and a full Council meeting had not yet taken place.

9. Financial Matters

1. The Clerk tabled copies of the bank reconciliation sheet for May 2019. The balance on the investment account is £29,286.70 and the balance on the operating account is £26,060.72.

The Clerk had transferred £5,000 from the operating account to the investment account following agreement at the last meeting which had agreed a figure of £10,000. He had exercised caution in reducing the amount but on review of the current balances it was AGREED that he should proceed to transfer a further sum of £5,000. **Action: Clerk**

2. A number of payments were approved as per the sheet annexed to the Minutes.
3. Cheques were duly signed.
4. The Clerk confirmed that the audit papers were currently out with the Internal Auditor.

10. Correspondence

There was only one item of correspondence; a letter had been received from Marguerita Dove of The Greswoldes drawing attention to traffic difficulties at the junction of The Greswoldes and Offchurch Lane. It was AGREED that the Clerk would respond to her to the effect that the traffic management in the Village was being looked at as a whole and her letter would be taken into account. **Action: Clerk**

11. Current Planning Matters

1. W/15/1635 – 56 Southam Road
The Clerk reported that WCC Highways are still pursuing the occupier of 56 Southam Road to demolish the illegal wall constructed on Southam Road. The Clerk had enquired of them as to the status of the boundary of the property on to School Lane and it was confirmed that the stone wall set back from the road is the correct boundary. Cllr Hitchcox is to carry out a visual inspection to see what action this Council might take next. **Action: Cllr Hitchcox**

Concern was expressed as to a likely defect in the wall adjoining The White Lion; Cllr Hitchcox to investigate, photograph and report back. **Action: Cllr Hitchcox**

12. Update on Neighbourhood Plan

The Clerk pointed out that the time then being around 9pm, there was insufficient time for the meeting to consider in draft the Neighbourhood Plan and it might need to be considered at the June meeting of the Council. Cllr Follett said that he and Brian Friar were anxious to proceed with the matter because they were against time constraints on getting the draft Plan approved by the WDC monitor under the applicable protocol. It was AGREED that at the Special Meeting to be arranged, if there was sufficient time then the draft Neighbourhood Plan would be considered at that meeting; failing that, at the June meeting.

13. Review of Playing Field

1. The Clerk said he was waiting for the contractors commissioned to repair the skateboard park to get on with the work and to report back; it did not appear that they had started work although recently they said that they were about to. The position is to be monitored. **Action: Cllr Follett**
2. Cllr Mrs Malin expressed concern about the condition of the surface adjoining the Playing Field and immediately adjacent to Spring Lane; the question was raised as to who owned or was responsible for that land. The Clerk is to ascertain from title deeds as to whether it was Council property or otherwise. **Action: Clerk**

14. Update on Scout Hut project

There was no report.

15. Update report on Sports and Social Club Matters

There was no report.

16. Update report from Community Hall Committee

Cllr Hitchcox reported that confusion had arisen over a booking so that the Graham Fulford Trust were unable to use the main hall, but accommodation had been found in the Social Club for them and the project was a success from Mr Fulford's point of view. The number of attendees was approximately the same as on the previous occasion.

17. Update on School Matters

The Chairman had been in contact with the School concerning issues arising from non-payment of CIL money; it was projected that the Head of School, Cllr Sabin and the Clerk together with Cllr Sudbury would arrange to have a joint meeting at a suitable time on the return of Cllr Sabin.

Action: Clerk & Cllrs Sabin & Sudbury

18. Update report from Media Committee

There was no report.

19. Car Park Extension

The Clerk said he had not had an opportunity to study the recent response from the Planning Officer concerning the car park extension. He was looking into the legal aspects of the Planning Officer's arguments.

Action: Clerk

20. Any Other Business

1. Cllr Sudbury reported that he had obtained training on the use of defibrillators and he was happy to proceed. He advised that it is necessary to purchase replacement pads for each of the two machines in advance of the existing pads wearing out (they only have a limited life). It was AGREED that the Clerk would place an order for the purchase of new pads from West Midlands Ambulance Services.

Action: Clerk

21. Date of next meeting: 24th June 2019

Signed.....

Date.....

Chairman of the Parish Council

Counter signed.....

Date.....

Clerk to the Parish Council