

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 30th April 2018 at 7.30 pm.

Present: Cllr S Sabin (in the chair), Cllr D E Chater, Cllr B Follett, Cllr B Friar, Cllr A T Hitchcox, Cllr A E Malin, Cllr Mrs J P Malin, Cllr H E J Marriott and Cllr J Sudbury

In attendance: WCC Cllr W Redford and WDC Cllr M Doody

1. **Apologies for absence:** Cllr N Northey

2. **Declaration of interests:** None

3. **Approval of the Minutes of the Council meeting on 26th March 2018**

The Minutes of the Council meeting on 26th March 2018 were approved, subject to some minor amendments.

4. **Matters arising from the Minutes of the Council meeting on 26th March 2018**

1. The Clerk reported that the agreement with Radford Albion Football Club had now been signed and their payment for £100 received.
2. The Clerk had written concerning the street names circular email received from WDC recently but had not had an acknowledgement. He will pursue that. **Action: Clerk**
3. The Chairman and the Clerk had not had an opportunity to review the question of Lewis Road – to be pursued. **Action: Chairman & Clerk**
4. The Chairman reported that the planning application for The Lodge had gone through.

5. **Warwickshire County Council – update report**

WCC Cllr Redford mentioned the following:-

1. There is provision in hand for repair of Lewis Road and School Lane.
2. A new surveyor, David Ellison, has been appointed (he did previously work for the County Council).
3. He asked that people do not use the website 'Fix My Street' but to use his direct email for contact.
4. Cllr. Redford kindly agreed to take up the matter of an "inappropriate" email received by the Chairman regarding the Vehicle Activated Sign on the Southam Road.

6. **Warwick District Council – update report**

WDC Cllr Doody reported that he had had a number of complaints from residents on the new Bovis site which comprises issues for the County Council. He will pass them on.

7. **Financial Matters**

1. The Clerk reported that the balance on the investment account was £24,273 approximately and the balance on the operating account was £20,939 approximately. He tabled a bank

reconciliation statement. The significant increase in the amount in the operating account was due to receipt of the first half year Precept of £12,189.50.

2. A number of payments were approved as per the tabled list. It was RESOLVED to pay them, proposed by Cllr J Malin and seconded by Cllr Follett.
3. Cheques in respect of the above were duly signed.
4. Cllr Chater reported that he had reviewed the model Financial Regulations as previously discussed; subject to approval by the Finance Committee he and the Clerk would create the necessary amendments to the regulations and present a final version to the Council for approval at the next meeting. **Action: Cllr Chater & Clerk**
5. The Clerk tabled the financial statement prepared by his bookkeeper for the year end 31st March 2018. This will go forward to the Internal Auditor along with the other financial papers. There should be a report back for the next meeting on the 21st May 2018. **Action: Clerk**

8. Correspondence

1. Whilst not strictly correspondence, the Clerk had received a telephone call from Cllr Steve Palmer of Offchurch enquiring as to progress and he had passed this on to Cllr Marriott. Cllr Marriott said that he had returned the telephone call to Cllr Palmer but there had been no follow up from him.
2. The Clerk had that day received a telephone call from a man querying the planting of trees adjacent to St Andrews Hall. Cllr Marriott explained that there appeared to be an issue of someone seeking to plant a tree in the wrong place. He had dealt with it. **Action: Cllr Marriott**
3. The Clerk had received further correspondence and had a telephone conversation with Jane Williams of the WCC Parking Management section. He read out his notes of the conversation and is summarised -
WCC and the Civil Enforcement Section (Parking Wardens) will not agree to diagonal white lines being marked on the roadway outside the Village Shop; she explained that it was not an issue of lack of enforcement resources or a question of the Parish Council paying for the cost of the white lines; WCC could not accept the risk element of putting white lines because once they were painted on the road then the Highway Authority took responsibility for any untoward occurrence. The site is not suitable for the installation of white lines. In the absence of the white lines, the burden was upon drivers to exercise due care and attention and take responsibility.
4. Following his letter to the Chief Constable, the Clerk had received a reply from the Police via Inspector David Kettle, the senior officer in Leamington. The Chairman also had feedback from the local Police Support Officer. It is to be hoped that the Police will address the issue of traffic on School Lane. It is suggested that it be brought up at the next Eastern Neighbourhood Forum meeting. **Action: Clerk & Chairman**
5. The Clerk had received a consultation document on the electoral boundary which the Chairman had considered. The view taken was that there was little for the Parish Council to contribute.
6. Not strictly correspondence, the Clerk reported that following his letter to the Planning Dept about the boat at Radford Lock he had still not received any response. It was AGREED that he would chase it up. **Action: Clerk**

9. Current Planning Matters

1. W/17/2201, W/18/0138 – Bovis sites. WCC, LLFA objects. Not resolved
2. W/17/2352 – Land at The Valley, Refused 12/4/18
3. W/18/0180 – 36 The Gardens, Refused 6/4/18, Re-submitted, W/18/0707
4. W/18/0288 – The Lodge, Spring Lane, Granted 12/4/18
5. W/18/0305 – 8 Lythall Close, Granted 5/4/18
6. W/18/0617 – 12 The Greswoldes, Consultation expired 25/4/18
7. Land to the rear of 43 – 51 Lewis Road, Ongoing
8. Boat at Radford Bottom Lock, Nothing from enforcement

10. First World War commemoration

The Clerk had sent a reminder note to Rev Martin Green but had not had a response. It was acknowledged that it was inappropriate for the Council to try and organise a public event such as a meeting in the street or a march because there would be no take up from residents. The only way forward was to have some kind of special ceremony connected with the Church.

The Chairman said that Peter Dove had made him aware that a local couple, with a great interest in war memorials and headstones relating to the forces, were in the process of producing a pamphlet which would contain family details of all those commemorated and interred at Radford Church. This publication would be available to visitors at the Church.

The Clerk drew attention to a number of articles which had appeared in the professional magazine for clerks; various articles demonstrate how other parish councils and town councils are trying to commemorate the event. There are a variety of schemes underway. It was felt that most of these in themselves would be too grandiose for this Council to take on.

It was AGREED that Cllr Sabin will approach the Rev Green to discuss the position. **Action: Chairman**

11. Update on Neighbourhood Plan

Cllr Friar reported a favourable outcome on the drop in day a week or so ago. They had received a reasonable number of positive responses to the draft plan but they were working to obtain more engagement from the public.

12. Review of Playing Field

1. Cllrs Marriott and Follett will deal with the repairs to the ropeway play equipment.
Action: Cllrs Marriott & Follett
2. Cllr Chater has in hand investigating the repair/refurbishment to the skateboard site.
Action: Cllr Chater
3. Cllr Follett is in the process of assessing fitness equipment with a view to applying for grants to finance a Council project on that.
Action: Cllr Follett

13. Update on Scout Hut project

There was nothing to report.

14. Update report on Sports and Social Club Matters

Cllr A Malin reported that everything seemed to be going well. The prices have recently been put up but there had been no complaints – it has been necessary to put prices up as the wholesale prices had been increased by the beer supplier in January. There is also still underway the project to improve the toilet facilities.

15. Update report from Community Hall Committee

There was nothing to report.

16. Update on School Matters

There was no report.

17. Review of General Data Protection Regulations

1. The Clerk and Cllr Friar had been engaged in drafting the Council's policy to be put in place before the 25th May. It is anticipated that a number of further tweaks will be needed to the document but it is near fruition; it was AGREED that Cllr Friar and the Clerk have authority to prepare the final version and put it in place.
Action: Cllr Friar & Clerk

2. The Clerk that day had had a meeting with his IT consultant on the organisation of his PC equipment to separate the Council's electronic records from his private PC. Following a review of the equipment needed, the IT consultant's quotation has been reduced so it now stands at approximately £720 as opposed to the previous figure of £770. **Action: Clerk**

18. Any Other Business

1. There was some discussion about the legalities and the moral position of the Community Infrastructure Levy (CIL). WDC Cllr Doody pointed out that the scheme had only been in place a few months via WDC and was in its early stages. Cllr Sudbury pointed out that research by him on the internet indicated that agreements had been signed between WDC and various stakeholders for the allocation of funds to the Parish but there is no evidence that those funds had been forwarded. Analysis of the position indicated that the agreements were in fact agreements regarding bids by stakeholders and WCC. The reference to the Parish was a geographical reference with reference to the bids by stakeholders. (Leading bidders were Highways Dept and Severn Trent Water.)

It was agreed that Cllr Sudbury would take on responsibility for monitoring CIL and undertake some research into the scheme and the benefits that could be obtained for this Council.

Action: Cllr Sudbury

2. The Chairman reported that A C Lloyd had agreed to remove the pump from The Lodge when they demolish it and clean up the pump and then let the Council have it back for ultimate allocation to a spot in the Village. **Action: Chairman**
3. The Chairman was in the course of distributing notices and brochures relating to the Respect Public Footpaths Campaign and will continue to do so assisted by Cllr Marriott. **Action: Chairman & Cllr Marriott**
4. The Clerk raised the question of issues between this Council and the Leamington Table Tennis Association following this Council's refusal to meet them a few months ago. He did so because WDC Cllr Doody had raised the issue with him a week or so ago. Cllr Doody made the point that rather than the Council appearing to be dogmatic in its refusal to discuss the position with the Association this Council should show willing to listen to a representative from the Association. He has had feedback from the Finance Officer at WDC to the effect that this Council were being seen to be unreasonable (the Clerk thought that this had been prompted by an application for a grant by the LTTA).

The point was made by Cllr Marriott that the Council's view previously taken was because the Council has no intention of selling any land in public ownership and the scheme put forward by LTTA envisaged them expanding their premises which would inevitably mean encroachment on the land. Therefore, whether their expansion was by purchase or lease, this Council felt it would be inappropriate. There were the additional factors of a line of trees being impeded if the expansion took place and also encroachment onto the car park area adjacent to the Community Hall. For those reasons the Council had previously taken the view that there was no way forward with the Association's proposals.

5. The point was raised that a previous discussion had focussed on improving the goal mouth area of the football pitches. Cllr Hitchcox pointed out that the best time for this work would be in May or June when there were no football games. It was AGREED that he should look into this and see what could be done including an analysis of the cost. **Action: Cllr Hitchcox**

19. Date of next meeting: 21st May 2018

The Chairman closed the meeting at 8.45pm

Signed.....

Date.....

Chairman of the Parish Council

Counter signed.....

Date.....

Clerk to the Parish Council