

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 24th September 2018 at 7.30 pm.

Present: Cllr D E Chater (in the chair), Cllr B Follett, Cllr B Friar, Cllr A T Hitchcox, Cllr A E Malin, Cllr Mrs J P Malin, Cllr Ms N Northey and Cllr J Sudbury

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

1. **Apologies for absence:** Cllr S Sabin and Cllr H E J Marriott

2. **Declaration of interests:** None

3. **Approval of the Minutes of the Council meeting on 30th July 2018**

The Minutes of the Council meeting on 30th July 2018 were approved, proposed by Cllr Sudbury and seconded by Cllr Mrs Malin.

4. **Matters arising from the Minutes of the Council meeting on 30th July 2018**

1. A meeting was in the process of being arranged between the Chairman, Vice Chairman, Clerk, WCC and the Police.
2. The Vice Chairman and the Clerk had been assured by consultants to the GPO that re-siting the letterbox was in hand
3. A meeting was in the process of being arranged with A C Lloyds to meet with the Chairman, Vice Chairman and Clerk. The precise reallocation of the pump from The Lodge was to be considered by the Vice Chairman, Cllr Marriott and Cllr Sudbury.
Action: Cllrs Chater, Marriott & Sudbury
4. In the absence of a report from Cllr Marriott, the question of the rubbish bin will be put on the Agenda for the next meeting.
Action: Clerk
5. The Vice Chairman said he was waiting for specifications from the people interested in putting on films at the Community Hall; recently, it appears that out of their takings they had made a contribution of £750 for good causes via Claverdon Parish Council. Cllr Chater contemplated that the exercise would be treated as experimental to start with. It was up to the film organisers to ensure that they had the necessary licence to show films was in place. It was mentioned that recently there had been a similar exercise at Offchurch and this was to be investigated by Cllrs Northey and Sudbury.
Action: Cllrs Northey & Sudbury
6. The Vice Chairman said that nothing further ahead had developed from Caloo in regard to the skate board area and he would pursue that.
Action: Cllr Chater
7. In the absence of Cllr Marriott, the question of trimming the hedge in the car park and review of the School footpath is to be put on the Agenda for the next meeting.
Action: Clerk
8. There had been an issue regarding trimming of the hedgerow at The Thatched Cottage on Southam Road but it was agreed to leave this in abeyance for the time being

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

WCC Cllr Redford said he had nothing to report and it was confirmed that there will be a meeting of the Eastern Neighbourhood Forum on the 8th October. Cllr Chater is to attend.

6. Warwick District Council – update report

1. WDC Cllr Doody tendered his apologies for absence at previous Parish Council meetings; on one occasion he had fallen off a ladder and injured himself and on the second occasion he had to be at a competing meeting of WDC.
2. He said his attention had been drawn to a blurring of the boundary hedges between Lay Gardens and the Playing Field as it was agreed that this would be looked into by the Clerk and Cllr Marriott.
Action: Cllr Marriott & Clerk
3. Cllr Sudbury raised the issue of overspend by WDC on the swimming pool complex. He had become aware that the actual spend had exceeded the budget and the whole matter was sensitive because Section 106 money had been used for the swimming pool when Cllr Sudbury considered that it should have been spent on this Parish. Cllr Doody said the facts and figures were available on application – the portfolio holder for WDC was Cllr Coker to whom application could be made. The Clerk said he expected to see Cllr Coker at another meeting in the next day or so and would approach him.
Action: Clerk

7. Financial Matters

1. The Clerk tabled a reconciliation statement as to the bank balances since the last Council meeting. The balance on the investment account was £24,278.68 and the balance on the operating account was £17,428.84. That balance had been enhanced by the recent grant of £2,220 received from groundwork in respect of funding for the Neighbourhood Plan.
2. A number of payments were approved as per the tabled list; cheques were signed.
3. It was AGREED that the Vice Chairman and the Clerk would meet as soon as possible to resolve the final wording of the Revised Financial Regulations so they could be presented at the next Council meeting in concluded form.
4. The Clerk's annual audit had now been concluded on receipt of a certificate from the External Auditor and showed nothing was amiss.
5. The Council considered the list of regular donations that had been tabled by the Clerk. It was agreed for the current year to make a number of increases in all the donations apart from the donation for the maintenance of St Nicholas' churchyard. A completed copy of the schedule of donations was annexed to the Minutes.
6. There was a brief discussion about the forthcoming Precept application at the end of the year combined by consideration of the Budget by the Council. It was AGREED that the Clerk would prepare papers for consideration by the Council at the meeting on the 26th November 2018. This would be based upon previous years' matrix of banding supplied by WDC because it was unlikely that the new banding for 2019/2020 would be produced by WDC's Finance Dept in time for the Clerk to prepare papers for the Parish Council meeting on 29th November.
Action: Clerk

8. Correspondence

1. The Clerk was continuing to try and lodge a complaint with Openreach regarding rubbish left by their operatives behind the bus shelter but was encountering difficulty with the obfuscation created by their website. He will pursue the matter.
Action: Clerk
2. The Clerk had received from WALC a notice of the potential to apply for Community Grant Funding which is processed by WALC. (The Clerk pointed out that a few months ago he had obtained a grant for the purchase of the new pc for use by him for Council business) Cllr Northey mentioned that there had been further negotiations for the purchase of a small area of land from an adjoining farmer to the canalside (as had previously been discussed at Council); this land would facilitate the improvement of facilities at the canalside with reference to the installation of a suitable footpath to enable full bodied and disabled people to gain access to the canal from the main road. It was AGREED that a further report be sought by Cllr Northey for consideration by the Council.
Action: Cllr Northey

9. Current Planning Matters

- 1) There had been no further news regarding the land at the rear of 43 – 51 Lewis Road. It appears that the objectionable use of the track has discontinued. It was AGREED that no further action is required at this stage.
- 2) The Clerk advised that, after a very long delay, he had received confirmation from the Planning Dept that they did not regard the mooring of the houseboat at Radford Bottom lock to be an infringement of planning control. The matter therefore cannot be pursued.
- 3) The expiry of the appeal date for 1 St Nicholas Terrace was noted.
- 4) Cllr Mrs Malin reported that the proposed development at Cotswold Lodge had been examined and was accepted as satisfactory.
- 5) The Clerk reported that he was still waiting for a full response from WCC on the issues concerning 56 Southam Road and its boundary. Both Cllr Hitchcox and he had examined physically the site and seen the curiously constructed foundations for a wall. The Clerk had been assured by Mr Brooks at WCC that he will come back with the result of their review.

10. First World War commemoration

1. There had been no developments from the Church concerning the commemoration. WDC Cllr Doody said he had details of the CVs of all the fallen soldiers and would supply this to the Clerk.
Action: WDC Cllr Doody
2. Reference was made to another local Council having used their redundant telephone box as a display for WW1.

11. Update on Neighbourhood Plan

Cllr Friar said that he was in the process of collating feedback on the consultation process; this is consultation with the public following which the final plan will be tendered to WDC for approval. The consultation process is likely to conclude by the end of October and the filed Plan to be presented to WDC in the month or so after that. Once the filed Plan has been considered by WDC then the matter will be put up for a referendum in the Village.

12. Review of Playing Field

1. Cllr Hitchcox reported that progress had been achieved with the goal post funding. The likely cost of purchase was likely to be £797 of which the grant funding would amount to about half. The Clerk and he had been in touch with the funders.
2. The quiet period from football had been used to put new grass seed in the goal post areas. It was AGREED that the subsisting concrete post be removed. **Action: Cllr Hitchcox**
3. Cllr Follett outlined a project which he has been thinking about – a layout of play equipment and Playing Field facilities connected by a pathway; this would enhance the appearance of that part of the Playing Field which is not used for sport.
4. The Clerk enquired whether a cheque was required to make any payment for the goalposts proposed to be purchased via Cllr Hitchcox; he confirmed that the grant application had now been submitted but there was not an immediate need for payment by the Council. He was awaiting feedback from the grant people and this is to be reviewed at the next meeting.
Action: Clerk
5. The Vice Chairman raised the question of the performance of his duties by Joe Ingalls in collecting rubbish in the Village area; it seems that he is efficient in respect that the Playing Field but the other areas do not get attention. The Vice Chairman wanted Cllrs to keep an eye open for this so that Joe could be reminded as appropriate. The Clerk reminded the meeting that he had been instructed to bring forward after a year the question of Joe's remuneration for review.

13. Respect Public Footpaths Campaign

It was AGREED to leave this matter to the return of the Chairman.

Action: Cllr Sabin

14. Update on Scout Hut project

Cllr Friar said this was still under review; they had their eye on a plot of land but there was difficulty in ascertaining who the relevant owner was.

15. Update report on Sports and Social Club Matters

Cllr A Malin reported that there had been a successful meeting the previous week; the Club was in good health although it was still struggling with the project of installing the disabled toilet. The running account showed a respectable surplus and the overall balance of funds was also good.

16. Update report from Community Hall Committee

Cllr Chater reported that the audit of the accounts had been satisfactory. The main problem for the Hall at present is the lack of volunteer help; the actual number of people involved in running the Hall is very small in particular there is a burden upon Mrs Hazel Higgins.

17. Update on School Matters

There was nothing to report.

18. Community Infrastructure Levy

1. Cllr Sudbury said he continued his search into issues arising from the funding under the Section 106 agreement and under CIL. He had seen a spreadsheet which indicated that there was available to WDC a very large fund which had been levied upon developers but no evidence to suggest any part of that fund had been spent on projects applicable to the Parish. He expressed his concern at the obscure way in which the levies were raised and the funds allocated and that this Council should investigate.
2. It was AGREED that Cllr Sudbury and Cllr Hitchcox would investigate the position further and report back.
3. Clarification had been sought by Cllr Sudbury and the Clerk was able to point out that he was due to host a Rotary meeting in the near future when the Head of Planning Services, Dave Barber, would be present and he would use that opportunity to invite Mr Barber to attend a meeting of this Parish Council and give a talk on the workings of CIL in conjunction with Section 106 payments. **Action: Clerk**

19. Risk Management Policy

The draft of the Risk Management Policy was approved (the Clerk to make one small amendment to the draft to correct the name of the Council's current insurers). **Action: Clerk**

20. Any Other Business

1. The Vice Chairman and the Clerk had anticipated the attendance at this meeting of Ms Judy Steele who had raised the question of the Council making application to register an interest in respect of the White Lion public house under the regulations relating to A.C.V. matters. She was not in attendance but the Clerk confirmed that he had raised an enquiry with the Head of Planning Services and was awaiting a response. He will pursue it. **Action: Clerk**
2. In the absence of Ms Steele, her correspondence with the (also absent) Chairman was put in abeyance.

21. Date of next meeting: 23th October 2018

The Chairman had previously indicated that he was obliged to the Council for re-electing him as Chairman and for dutifully carrying on business in his absence on his extended holiday. The Chairman closed the meeting at 10pm.

Signed.....

Date.....

Chairman of the Parish Council

Counter signed.....
Clerk to the Parish Council

Date.....