

# RADFORD SEMELE PARISH COUNCIL

## MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 29<sup>th</sup> October 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 and Cllr H E J Marriott

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

1. **Apologies for absence:** Cllr J Sudbury (due to illness)

2. **Declaration of interests:** None

### 3. **Approval of the Minutes of the Council meeting on 24<sup>th</sup> September 2018**

The Minutes were approved subject to correction: at the September meeting Cllr Chater had proposed that there be an indemnity sum of up to £200 to cover incidental expenditure that might be incurred by him in connection with the proposed film shows at the Community Hall. It was agreed this should be put in place, proposed by Cllr Chater and seconded by Cllr Mrs Malin. Subject to that, the Minutes were approved, proposed by Cllr Chater and seconded by Cllr Friar.

### 4. **Matters arising from the Minutes of the Council meeting on 24<sup>th</sup> September 2018**

1. The Chairman reported on the meeting that he, Vice Chairman and the Clerk had had with David Elliston of WCC Highways Dept. All Cllrs had received with their papers, a copy of the attendance note prepared by the Clerk recording the meeting. It was AGREED that the Chairman, Vice chairman and Clerk would prepare a draft letter of submission to be presented to the Traffic & Safety Dept of WCC Highways to make a case for further parking restrictions to be imposed at Lewis Road and School Lane; it was noted that Mr Elliston had said he would cast an eye over the draft before it was submitted and WCC Cllr Redford said that he would also like to check it over to see if any points had been missed which would be advantageous to this Council.

**Action: Chairman, Vice Chairman, Cllr Redford & Clerk**

2. The Chairman referred to the copy attendance note that the Clerk had prepared for the meeting that took place with Mr Clark of A C Lloyd Homes between the Vice Chairman and the Clerk (the Chairman had been unable to attend). It was noted that A C Lloyd have an interest in the Glebe land; it was also noted that Mr Clark was at pains to assure the Council that A C Lloyd were keen to work with the community and were willing to do odd bits of work on a pro bono basis to that end. He said that A C Lloyd had not removed the pump from the ground location formally occupied by The Lodge; it was AGREED that this would be pursued with them to uplift the pump directly to the site chosen by this Council's working party once they had reached a conclusion on that.

**Action: Cllrs Chater, Marriott & Sudbury**

3. Cllr Marriott said that matters were in hand concerning the rubbish bin outside the shop.

**Action: Cllr Marriott**

4. Cllr Chater said that provisional dates for the showing of films at the Community Hall by the party interested in promoting them would be 22<sup>nd</sup> January 2019 and 12<sup>th</sup> March 2019. Final details are to be arranged and an update provided.

**Action: Cllr Chater**

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

1. WCC Cllr Redford said that despite his request the hedge on the School boundary had not yet been cut; he will issue a further request to get it done.

2. He said that an embryonic service for the transfer of patients from the hospital to their homes had been put in place by the Warwickshire Fire Service in conjunction with the NHS. This is in its early stages and is only for transfer from hospital to home not otherwise.
3. In his capacity as a committee member for Social Services Dept, he said there was considerable concern about the suicide rate in Warwickshire; advice notices were to be issued which he asked to be put on the Parish noticeboard.
4. He said WCC were painfully aware of the amount of potholes and repair work needed on the highways; a planned programme was in process for this, subject to financial constraints.
5. In advance, he put in apologies for absence at the November meeting of this Council (due to another commitment).

The Chairman raised the question of reductions in bus services as he had received an indication that this was likely. Cllr Redford said he had no information on that at present.

The Chairman raised the question of a caravan having been parked in the lay-by of the main road for some weeks and asked what the Highways Dept could do about it. Cllr Redford said that the vehicle appeared to be taxed and was parked off the main highway so that WCC were not in a position to deal with it. If it was thought to be a hazard etc then it could be referred to the Police by supplying them with the registration number.

## 6. Warwick District Council – update report

1. WDC Cllr Doody drew attention to adverse public comment on the WDC proposals to move their HQ from Riverside House to Covent Garden. He said the working group were seeking to address those issues.
2. As WDC Cllr, his attention had been drawn by residents to the issue of parked cars in Lewis Road but he noted the outcome of the meeting with Mr Elliston of Highways Dept (referred to above).
3. He had raised with the Head of Planning Services, Dave Barber, the issue of 56 Southam Road; it was AGREED that he and the Chairman would make further representations to the Planning Dept for an enquiry/enforcement of the correct planning procedures. (The Clerk reminded the Council that it put out a request to Mr Brookes of WCC Highways Dept to investigate the encroachment on the highway; he was awaiting a reply when Mr Brookes had identified the correct boundary line from title deeds.) **Action: Chairman & WDC Cllr Doody & Clerk**
4. He said an issue had been raised by him about the boundary between the rear gardens of the houses in Lay Gardens and the Playing Field; Cllr Marriott explained the historical situation that the small area of land between the rear fences of the houses and the Playing Field, a creation of the original developers of Lay Gardens. It was not part of the Playing Field land for which this Council had responsibility. It was AGREED that any issues raised with Cllr Doody should be left in abeyance.

## 7. Financial Matters

1. The Clerk had issued to all Cllrs a copy of the bank reconciliation, prepared by him as at 26<sup>th</sup> October 2018. The balance on the investment account was £24,279.64 and the balance on the operating account was £27,904.45. This had been enhanced by receipt of the second part of the Precept of £12,189.50.
2. A number of administrative payments were approved as per the tabled list. The donations determined by the Council at the last meeting were approved for payment at this meeting (as per tabled list).
3. The cheques were duly were signed.

4. Cllr Chater, as Chairman of the Finance Committee, confirmed that a decision concerning the adoption of Financial Regulations had been settled between himself and the Clerk. The conclusion was that the NALC Model Regulations issued in 2016 and amended in January 2017 be adopted but annexed to it was a Memorandum prepared by Cllr Chater explaining the Council's current practice in relation to the terms of the Model Regulations. This was approved.
5. The Clerk had circulated prior to the meeting, a copy of the Precept application for 2018-2019 (filed by him in January 2018). He explained the purpose was to invite Cllrs to suggest modifications to the budget items and take suggestions as to whether the figures of various items should be also modified. For the purpose of him preparing a draft Precept/budget set of papers in early November for consideration by the Finance Committee subsequent approval by the Council at their next meeting in November.

Following an email request by Cllr Friar for the actual figures of expenditure for the year ending 2018, the Clerk tabled for all Cllrs a copy of the Financial Statement prepared in spring 2018 for the purposed of the Annual Audit. (He pointed out that this document had been seen by Cllrs when giving approval to signing off the Annual Return in June 2018.) Cllr Friar confirmed that this would assist his deliberations on the budget. **Action: Clerk & all Cllrs**

## 8. Correspondence

1. The Clerk drew attention to a WCC traffic notice for the temporary closure of the Fosse Way on 10<sup>th</sup> November 2018 for a stated period of 18 months (although it is expected works will be completed well within that time).
2. The Clerk confirmed that Dave Barber was happy to address the Council on the subject of CIL and Section 106 payments; it was agreed to invite him to the Council's meeting on 28<sup>th</sup> January 2019. **Action: Clerk**
3. The Clerk had received from WALC a circular invitation to Parish Councils to apply for finance from the Community Grant Fund; this is a fund managed by WALC and designed for smaller items of expenditure. It was AGREED that Cllr Hitchcox would consider this for the purposes of financing the new goal posts and Cllr Friar would consider it for incidental expenditure in connection with the Neighbourhood Plan. The Clerk is to supply the forms to them. **Action: Clerk & Cllrs Friar & Hitchcox**
4. The Clerk confirmed that the annual WDC supper for chairmen and Clerks will take place on 9<sup>th</sup> November 2018; he and Cllr Chater together with their wives will attend.
5. The Clerk mentioned a circular email received from the Police dated 11<sup>th</sup> October 2018 stating their priorities as set by the Warwick Rural East Community Forum the previous day. This includes the imposition of school safety patrols in the vicinity of the Village School. Cllrs expressed their pleasure that action was at long last being taken.
6. The Clerk had received a telephone communication from a lady in Lay Gardens concerned at the proliferation of dog mess in the Playing Field. She had drawn particular attention to the fact that although the Council provided dog bins, many dog owners were not putting their bags of dog mess in the bins but putting them on the ground near the bins. It was AGREED that a focus on this would be applied but the Clerk said he would have to advise that the general issue of enforcement against dog owners is almost insolvable. **Action: Clerk**
7. The Clerk raised the question of general correspondence from Judy Steele to the Chairman on various Village matters; she had not attended the Council meeting in September and was not present at this meeting. Accordingly, the email correspondence was to be left in abeyance but the Chairman pointed out a number of the issues raised had been addressed by the Council, in particular the following:-
  - a. A statement had been included in the recent edition of the FORGE newsletter that Canalside Trust had purchased the small piece of land adjoining the main road where it crosses over the canal (to facilitate the construction of an access way from the road to the canal);
  - b. The issue of speeding in Offchurch Lane had been addressed in the meeting with Mr Elliston of Highways Dept;
  - c. A request for a grit bin to be installed at the top end of The Greswoldes had been discussed at the previous meeting; it was AGREED that she be asked to identify precisely the location of the

grit bin and secure the concurrence of neighbouring property owners to that site before the Council took steps to purchase any bin. **Action: Chairman**

8. The Chairman had received a letter from the MP, Jeremy Wright, on reorganisation of parliamentary boundaries.

## 9. Current Planning Matters

1. 4 Williams Road – concern was expressed over the size of the proposed extension and it was agreed that Cllr Mrs Malin would file the Council's views with the Planning Dept indicating that. **Action: Cllr Mrs Malin**
2. The recent application in respect of Cotswold Lodge had now been approved by the Planning Dept.
3. A further application had been made by Bovis for variation of the arrangements for 55 plots on the new site; the details in the application were so convoluted that the Chairman said it was impossible to understand what was at issue. It was noted that the original grant of planning consent had been given on the basis of a very different picture supplied by Bovis with the application to what was subsequently being proposed by way of modifications (the current one being several variations down the line). Whilst deprecated, the Council considered that nothing to be done at this stage by this Council.
4. 4 St Nicholas Terrace – Cllr Mrs Malin said that according to the Planning Dept worksheet an Open Space contribution of £1,684 would be payable by the developers for the new dwelling house at the site. There is no indication that payment had been received by this Council and it was AGREED that the Clerk would make enquiries. **Action: Clerk**

## 10. First World War commemoration

1. The Clerk said that he had volunteered a proposition to the Rev Martin Green and awaited the outcome of that; the proposition is that, using materials supplied to the Clerk by WDC Cllr Doody, some archives concerning the history of local fallen comrades, the Clerk would read from the archives at the Remembrance Day service (in default of any other volunteers). He said he hoped by this to enhance the quality of this particular Remembrance Day bearing in mind the 100 years commemoration. **Action: Clerk**
2. The Chairman, with knowledge of the British Legion, said he had had information that beacons will be lit in the locality (particularly on Newbold Comyn) and a silhouette soldier was to be erected in the Village. He had recently attended a commemoration service in Jephson Gardens at the commemorative fountain for Czech comrades in the last war (which had been well attended).

## 11. Update on Neighbourhood Plan

Cllr Friar said they are in the process of absorbing feedback from the consultation; this had been incorporated in a draft of the submission to be made to WDC; this had been passed out to the consultants, Kirkwells, for them to review. A further update will follow. **Action: Cllr Friar**

## 12. Review of Playing Field

1. Cllr Marriott said the general condition of the Playing Field was in good order.
2. The new goal posts, which had been recently purchased, had been installed by him and Cllr Hitchcox. Extra concrete had been inserted to ensure that the goal posts could not be uplifted.
3. Cllr Marriott drew attention to the fact that the boundary between the Playing Field and the new dwellings, to be installed on the site of The Lodge, should be clearly defined and it would be necessary to cut back substantially the now very overgrown hedgerow and trees. The point should be made to the developers that the quality of the hedgerow and trees should be preserved and a course of action in that respect agreed with them. **Action: Clerk**
4. Cllr Chater said he had become frustrated with the lack of co-operation from Caloo concerning skateboard renovation. Cllr Follett queried whether substantial repairs were really necessary

(which could account for lack of interest by Caloo). It was AGREED that WALC be approached to see if they could recommend an independent assessor of what repairs to the skateboard area was required.

**Action: Clerk**

### **13. Respect Public Footpaths Campaign**

The Chairman said the footpath issue was in hand; further notices need to be installed. It was pointed out that on the land at the rear of 41-43 Lewis Road the footpath notice had been broken. The Clerk is to request WCC to repair it.

**Action: Clerk**

### **14. Update on Scout Hut project**

Cllr Friar said enquires are ongoing.

### **15. Update report on Sports and Social Club Matters**

Cllr A Malin said matters were progressing.

### **16. Update report from Community Hall Committee**

Cllr Chater said he had nothing to add in addition to the programmed films already mentioned.

### **17. Update on School Matters**

There was nothing to report.

### **18. Community Infrastructure Levy**

In the absence of Cllr Sudbury, there were no issues raised on this; in addition to the projected talk by Dave Barber, the Clerk said he had been advised by WDC Cllr Coker, Chairman of the Swimming Pool Working Party) that budget and actual figures on the development of the leisure complex at Newbold Comyn could be obtained by Cllr Sudbury (and any others) upon application to the Head of Leisure Services at WDC.

**Action: Cllr Sudbury**

### **19. A.C.V for the White Lion Public House**

After some debate, it was AGREED that this Council would apply to be registered with an interest in the White Lion Public House under A.C.V. regulations; the Clerk to make the appropriate application.

**Action: Clerk**

### **20. Any Other Business**

1. The Chairman expressed his concern, as stated in the FORGE newsletter, that the Footpaths Officer at WCC appeared to have linked up FORGE for action concerning footpaths without first consulting this Council. It was AGREED that the Clerk would enquire as to that position.  
**Action: Clerk**
2. The Clerk reported that he attended the SLCC annual conference for Clerks on 11<sup>th</sup> October 2018; he reported on three salient features:-
  - a) The Clerk attended a heavy-weight seminar on issues arising from the Ledbury case (this concerned an individual parish councillor overstepping her authority, being banned by her fellow councillors from council activity and the subsequent outcome being badly handled, ending up in the High Court);
  - b) In a detail exposition the Clerk to Salisbury Town Council described the horrendous burden of civic responsibilities following the poisoning of the two Russians;
  - c) The Clerk had made friends with an independent planning consultant who was accredited as a consultant to SLCC and formerly worked with local authorities but was now running his own consultancy business – this gentleman might be of assistance to this Council in reviewing planning matters.
3. There was discussion about the working conditions of Joe Ingalls; it was AGREED that his pay level should remain as it is for the time being and that Cllr Chater discuss with him the performance of his duties from time to time – the position to be monitored. **Action: Cllr Chater**

4. The Chairman said he had had an approach from Steve Palmer, Cllr at Offchurch, who complained that there had been no follow up from his contact with this Council in early 2018; the Clerk reported that he had returned a telephone call to Cllr Palmer in the spring of 2018 but had heard nothing further. The issue is a proposal that there should be a footpath connection created between Offchurch and this Village using the railway viaduct over the canal. It was recognised that there cannot be effective use of the railway viaduct due to its unsafe condition and that alternative ideas of a footpath link appear to be impractical. It was AGREED that the Chairman would convey this to Cllr Palmer and await developments. **Action: Chairman**

**21. Date of next meeting: 26th November 2018**

The Chairman closed the meeting at 10.10pm.

Signed.....

Date.....

**Chairman of the Parish Council**

Counter signed.....

Date.....

**Clerk to the Parish Council**