

# RADFORD SEMELE PARISH COUNCIL

## MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 30<sup>th</sup> January 2017 at 7.30 pm.

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

1. **In attendance:** Mrs Naomi Northey and WCC Cllr W Redford
2. **Apologies for absence:** Cllr A E Malin and Cllr Mrs J P Malin (due to illness)
3. **The FORGE Report**

Mrs Northey (member of the public) reported on current matters:-

- a. She tabled a copy of a letter dated 29<sup>th</sup> January 2017 which FORGE had sent to Bovis Homes, developers of the site on the Southam Road. This is to be placed on the FORGE website. It will also be submitted to WDC in respect for their consideration of reserve matters relating to the Bovis Homes site.
- b. There had been further discussion with the owner of the land adjacent to the Canal where a new pathway is contemplated; she said that the landowner would be prepared to accept £1,000 as the sale price for the piece of land needed. She does not know what the cost of work will be – that will have to be monitored.

#### 4. **Minutes of the Council meeting on 28<sup>th</sup> November 2016**

These were approved - proposed by Cllr Marriott, seconded by Cllr Friar.

#### 5. **Matters arising from the Minutes of the 28<sup>th</sup> November 2016**

- 5.1 Under Clause 3.4 of the Minutes, the Clerk reported that he monitored from time to time the rubbish bin on the Southam Road; at times it was empty, particularly following Thursdays when he had been informed by WDC that it was emptied on a regular basis. The Council thought this was an inadequate approach as the real problem is that the bin is not large enough for the constant use by passersby as well as users of the Canal. It was agreed to leave the matter for a few weeks for further review. **Action: Chairman & Clerk**
- 5.2 With reference to Clause 3.3 of the Minutes, the Clerk reported that he had written again to Severn Trent concerning the drainage on the main road at the junction of School Lane; this had prompted a couple of telephone calls from Severn Trent; they said that they would be carrying out an examination of the drainage using a CCTV camera. They expect to carry this out in the near future. The Council noted this with satisfaction. The Clerk is to monitor this. **Action: Clerk**
- 5.3 With reference to Clause 3.5 of the Minutes, the Chairman said that he had examined the surface of the roadway and his findings were the same as that of the Clerk (previously reported). It was agreed to conclude the matter
- 5.4 With reference to Clause 8.2 of the Minutes Mrs Northey said that she would link up with Mencap to invite them to advertise on the Parish Noticeboard.
- 5.5 Arising out of previous debate, the Clerk reported that he had asked for notices in respect of dog fouling to be put by WDC on the Playing Field; Cllr Marriott reported that they had been installed but they were much smaller than expected. Cllr Sabin said he will arrange for a notice

about this to be inserted in the newsletter for the Sports & Social Club and draw the attention of residents to the issue of dog fouling. **Action: Cllr Sabin**

- 5.6 With reference to paragraph 3.8 of the previous Minutes, there was a short review of the question of supplying WDC suitable names for new roads on the new development. The Clerk said he had been waiting for a list to be put together by Councillors and passed to him so he could forward it to the appropriate section of WDC. It was agreed that further review of this would be given by several Councillors. **Action: Cllrs Friar, Hitchcox, Loveridge & Marriott**
- 5.7 Following debate at a previous Council Meeting, the Clerk was asked whether he had had an opportunity to review the legal issues surrounding the possible creation of a protective trust in respect of the Playing Field. He said he had discussed the matter with a professional colleague whose initial view of the matter was the same as the Clerk – namely, that it was not an appropriate format for land already owned by a public authority. He had examined the website for 'Fields in Trust'; the perceived objective (as shown on the website) was to invite local landowners to create a trust over their land so that it could be protected for public use; for example, the permanent creation of open spaces. He did not think it was appropriate for the Council, as a public authority, to tie its hands in succession by creating a trust and doubted whether it was feasible to do so from a legal point of view. It was agreed that he should look into the legal situation further. **Action: Clerk**
- 5.8 Further to discussion at a previous meeting, the Clerk reported that he had submitted the name of the Chairman and his wife as possible attendees at the Royal Garden Party in the spring.

## 6. Report on matters from Warwickshire County Council

WCC Cllr Redford reviewed current matters;

- a. He ascertained that Section 106 money arising from the recent new developments in the Parish had been allocated for purposes other than the making of grants to the Parish Council. It was clear that it was necessary to make a claim in advance of the building projects being approved.
- b. He confirmed there is a meeting for the Community Forum on 8<sup>th</sup> February 2017 (when an application has been submitted in respect of the Council by Cllr Hitchcox). The claim is for £425 – Cllr Redford pointed out that no further claims can be submitted for twelve months despite the small amount of the application. It was noted that Cllr Chater & Hitchcox will attend the meeting. **Action: Chairman & Cllr Hitchcox**

## 7. Report on matters from Warwick District Council

In the absence of WDC Cllr Doody, there was no report.

## 8. Financial Matters

- (a) The Clerk reported that the balance on the operating account is approximately £10,100 and the balance on the investment account is approximately £14,200. He pointed out that the operating account was considerably depleted because of the heavy payments made in respect of the play equipment; whilst the basic price of the equipment was covered by the WREN grants received, the Council was carrying liability for the VAT (currently which would be subject to refund in due course).
- (b) The Council approved a number of payments (as per the schedule attached to the Minutes). In particular, the Council approved the following payments:-
  - Retrospective approval to a payment of £38,414 to Ludus Leisure Ltd
  - Retrospective approval to a payment of £2,754 to Concrete Sports Ltd
  - Retrospective approval to a payment of £35 to the Information Commissioner

Retrospective approval to a payment of £144.20 to HMRC (the tax on the Clerk's pay)  
Approval of a payment of £1,221.55 to the Clerk in respect of the current quarter's pay.  
Retrospective approval of a payment of £376.74 to Broxap Ltd for a new rubbish bin.

- (c) The Council had copies of the Precept prepared by the Chairman and the Clerk and approved its content. The Clerk confirmed that the Precept had been filed in due time.

#### **9. Vacancy for Parish Councillor**

The Clerk reported that he had not had an opportunity to consult with the person he thought would be a suitable candidate for the vacancy; Cllr Loveridge said she might have an opportunity to approach this individual. It was agreed either Cllr Loveridge or the Clerk would try to seek out this individual to ascertain whether the gentleman concerned was willing to be considered

**Action: Cllr Loveridge & Clerk**

#### **10. Correspondence**

- 10.1 The Clerk reported that he had received a letter from the Leamington Spa Table Tennis Club seeking a meeting to discuss the prospects of the Club's accommodation. It appeared that the Club were looking for financial support. It was decided that it was not an appropriate venture to support.
- 10.2 The Clerk referred to an email that had been received from Delta Planning Services who are agents for A C Lloyd in connection with the potential development of the further site at Spring Lane. The email received was seeking to create a form of dialogue between A C Lloyd and the Council; the Chairman and the Clerk had thought it would be appropriate to contact them to see if dialogue would be useful. The Clerk reported that he had spoken to them on the lines of having a meeting between the chairman and himself and representatives of Delta and Lloyds but Delta felt it was appropriate to leave such a meeting until after publication of the New Local Plan which is likely to be at the end of February 2017.
- 10.3 The Clerk reported that a claim for payment from Play Safety Ltd; he said this was for noting at present; he had sent them a written instruction in July 2016 to advise that an inspection in the autumn 2016 of the play equipment was inappropriate because the new equipment was to be installed later that year. Subsequent to installation of the equipment, he had received an invoice for services rendered in connection with the Annual Report; he is still in the process of disputing this claim.

**Action: Clerk**

The Chairman said that The Lodge was now empty and boarded up. This is owned by A C Lloyd. It was unclear what they proposed to do about this in the context of developing the site at Spring Lane for which they already had planning permission. The Clerk said that in his conversation with Delta it was indicated that they had gone slow on developing the site because they wanted to review forward action for this site in the context of securing planning permission for the second site. (They had indicated that they might develop the two sites together in the event.) He said that they would also confirm that that was an agreement between A C Lloyd and the Council to install good boundary fencing.

#### **11. Report on defibrillator at The White Lion**

The Chairman confirmed that Listed Building Consent had now been received from WDC and he had spoken to the Manager at The White Lion Public House. The Clerk had instructed the electrician (Mr Don Richardson) to proceed.

#### **12. Neighbourhood Plan**

- 12.1 Cllr Follett reported as follows:
- The application for the designation of the entire Parish as a neighbourhood area was approved by WDC at the end of December following a brief consultation process. The Parish Council are now entitled to receive support from WDC and can draw upon Government Grant funding to help with the development of the NP. This might provide funding up to £9,000.

- b. The NP Group met with WDC to discuss the way forward in progressing the NP. WDC have allocated funding to carry out a Housing Needs Survey for Radford Semele in the financial year 2017/2018. It is hoped that this will commence in the early part of the year.
- c. The NP Group are investigating the use of planning consultants to carry out background studies and to provide guidance on preparing a draft report. The likely costs will be reported to the Parish Council at a later date.
- d. The NP Group have set up a regular monthly meeting at the Community Hall, usually on the second Tuesday of the month. The hire of the Hall costs are to be met by the Parish Council.

12.2 Cllr Sabin said that the Council could put details about the Neighbourhood Plan in the Sports & Social Club newsletter. **Action: Cllr Sabin**

### **13. Report concerning Bus Shelter**

13.1 The Clerk reported that he had received approval from the Highways Dept for the contractor whose name had been supplied by the manufacturers of the shelter. He therefore proposed that he write to the contractor for an estimate for the works and a view could be taken as to whether to accept the estimate or otherwise. **Action: Clerk**

13.2 The Clerk reported that he had written more than once to the Planning Dept of WDC to set up a planning application in respect of the bus shelter but had not received any reply. He will pursue this. **Action: Clerk**

### **14. Report on the Playing Field and Play Equipment**

14.1 Cllr Follett reported that the new play equipment and the concrete table tennis table were all satisfactory. The Clerk confirmed that he had received a receipt for the payment made to Ludus Leisure. Cllrs Chater had ordered from Broxap Ltd a new bin for the Playing field to be delivered direct to Cllr Marriott who had agreed to install. This is likely to be delivered end of February (the finance for this has been approved – see above).

14.2 Cllrs Marriott and Hitchcox had recently planted 3 dawn redwood trees in the Playing Field to create screening.

14.3 The Chairman referred to the fact that Michael Pearson has sold his house and is likely to leave the Village. The question arises as to alternative arrangements for rubbish clearance after his departure. It was agreed that the Chairman and the Clerk would look into the various alternatives. **Action: Chairman & Clerk**

14.4 A report had been received from Mrs Pat Follett concerning the current circumstances regarding the football clubs. The report gave rise for concern and the Council expressed their appreciation to Mrs Follett for her trouble in dealing with the situations. The Clerk reminded the meeting that some years ago a decision of the Council was taken to cease collecting rent from football clubs. The present scenario meant that they had no obligation in respect of the Playing Field. The charges made by the Community Hall were to them for the use of the changing rooms. Despite previous correspondence in an earlier year requesting football teams should co-operate in keeping the Playing Field clean and tidy, this had not occurred. It was agreed that the Chairman and the Clerk would combine with Mrs Follett to have a meeting with representatives of the football clubs to manage the way forward. **Action: Chairman & Clerk**

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

Cllr Friar reported that a suitable location is being sought.

**16. Report on Sports and Social Club Matters**

In the absence of Cllr Tony Malin, there was no report. Cllr Sabin said he had nothing on which to comment.

**17. Report from Community Hall Committee**

There was nothing current to report save reference to the report by Mrs Follett – refer to above.

**18. Update on any School Matters**

There was nothing to report.

**19. Report on current Planning Matters**

19.1 The Chairman reported satisfaction in that the planning application in respect of The Valley had been refused and also the one in respect of the south of Southam Road (opposite the site being developed by Bovis |Homes).

19.2 It was observed that, despite signage placed on the site adjacent to Ricardos on the main road, the planning application formalities had not yet been concluded; despite the advertising by the developers there were in fact a number of reserved matters which were still being reviewed. This is related to the access road, the landscaping and the arrangement of trees etc. This is to be kept under review. **Action: Cllr Sabin**

19.3 Concern was expressed again about the capacity of the drains in Spring Lane and School Lane and the main road to cope with increases in housing development. (Reference was made to communication with Severn Trent above.)

19.4 The Chairman, in consultation with the Clerk, had prepared a draft of a paper to be lodged with Mr Barber (the Local Plan Development manager) with the objective of making further representations on the Village Envelope revision. It was agreed that this would be finalised and submitted to WDC. **Action: Chairman & Clerk**

**20. Any Other Business**

There was no other business.

**21. Date of next meeting: 27<sup>th</sup> February 2017**

The Chairman closed the meeting ended at 9.40pm

Signed..... Date.....

**Chairman of the Parish Council**

Counter signed..... Date.....

**Clerk to the Parish Council**