

# **RADFORD SEMELE PARISH COUNCIL**

## **MINUTES**

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 24<sup>th</sup> March 2014 at 7.30 pm.

**Present:** Cllr D E Chater (in the Chair), Cllr Mrs N Fleuty, Cllr A J Malin and Cllr Mrs J P Malin.

**Supplementary Note:** Cllr H E Marriot attended the meeting after the conclusion of item 1 on the Agenda.

**In attendance:** WDC Cllr Michael Doody, Mr Andrew Jones, Mr Richard Iredale and others representing Offchurch Lane Residents' Association – for item 1 on the Agenda

**Apologies for Absence:** Cllr Mrs J Loveridge, Cllr Rev K Pickford and Cllr Mrs F Walsh

### **1. WDC Matters – The Local Plan**

1.1 WDC Cllr Doody spoke to this item.

1.2 The Chairman and a number of Parish Councillors attended by the Clerk had a meeting with Stephen Hay the WDC Strategic Project Planner on 13th March 2014. This was an informal meeting and no Minutes were taken but the Chairman has subsequently drawn up some notes of that Meeting. This Meeting was for about 45 minutes in length.

1.3 Mr Hay was seeking the views of the Parish Council.

1.4 He confirmed that he was due to meet Offchurch Lane Residents Association for a similar meeting on the 17th March 2014.

1.5 The following main points arose from the Meeting:-

(a) the Parish Council highlighted their continued support for the adoption of Site 3 identified in the Local Plan as being the most suitable site for the development required under the terms of the Local Plan, with the potential for back up development on Site 2, for a limited part of that area.

(b) the Chairman confirmed the Parish Council's view that the current planning application for Site 3 appears to be well considered, well presented, and merits close to attention.

(c) the Parish Council's continued view is that Site 3 supported by some development Site 2 should be the preferred option (this is in line with the Council's proposals in their Response to the Local Plan filed with WDC in 2012 and repeated in their further Response filed with WDC in 2013).

- 1.6 The indication given by Mr Hay at the meeting was that he saw no objection to development on Site 2 in principle – it appears that previous concerns on his part regard traffic issues have now been dispelled.
- 1.7 The Parish Council acknowledged that although in their Responses of 2012 and 2013 it had suggested the development at Cedar Tree Farm the Council acknowledge that if the planned development can be accommodated at Sites 3 and 2 there is no need to pursue the option at Cedar Tree Farm.
- 1.8 Cllr Doody had before him a copy of the Planning Application in respect of Site 1 and a Planning Application in respect of Site 3.
- 1.9 Cllr Doody explained the procedure of the Planning Committee. He pointed out that these two Applications might come before the Committee on the same date or they might be on separate dates. As a member of the Committee he would have to stand down in that capacity but he will be entitled to make representations in respect of his constituents in the Parish. He would have ten minutes to address the Committee and others would have three minutes each. This would include representatives of the Residents' Association. He said that a Minute of Parish Council proceedings or a note from the Council put before the Planning Committee would be helpful.
- 1.10 He pointed out that there had been some slippage in the time for the Local Plan to be signed off; until it has been signed off there is a possibility that there could be applications for planning consent for all sites identified in The Local Plan Consultation Document. Therefore it was appropriate for the Parish Council to make clear what was their preferred option.
- 1.11 He confirmed the information received that Mr Hay was due to leave WDC on 11<sup>th</sup> April but it was not known who would take his place.
- 1.12 members of the public asked a number of questions of Cllr Doody. The Chairman confirmed that the view of the Parish Council was to support the application for planning in respect of Site 3 in conjunction with Site 2. It was estimated that the current application for site 2 which referred to the construction of 60 houses could be reasonably run alongside an application in respect of Site 3 for approximately 40 houses, thereby providing for the 100 houses required by The Local Plan to be located in the Parish.

## **2. Committee Matters**

- 2.1 The Chairman reported that Cllr Whitehead was unable to attend this meeting as he was on holiday but he had already indicated his intention to stand down from the Council on 31<sup>st</sup> March 2014. Cllr Edwards had tendered her resignation as she felt unable to continue in the face of criticism of the Parish Council.
- 2.2 It was agreed that a Note should be recorded expressing the appreciation of the Council for the input given by Cllr Whitehead and Cllr Edwards for a very considerable period of time and the good work which they had done.

### **3. Minutes of the Council meeting on 24<sup>th</sup> February 2014**

The Minutes of the Council Meeting on 24<sup>th</sup> February 2014 were approved (subject to a minor amendment to be corrected by the Clerk after signing).

### **4. Police Matters**

There were no Police matters to report save for receipt of a recent newsletter by email.

### **5. WCC and WDC Matters**

5.1 In the absence of WCC Cllr Redford there was no report on WCC issues. However Cllr Doody confirmed that he had discussed with Cllr Redford the big issues surrounding the potential development of Site 1 and Sites 3 and 2 in The Local Plan. Cllr Redford is in the process of obtaining information from the Highways Dept on these issues. Cllr Redford regretted his absence but he was already committed to attend another parish council meeting.

5.2 Cllr Doody referred briefly to the continuing issue of WDC needing to identify sites for gypsies and travellers. He said his understanding was that Site GT02 (the Fosse Way site) had been removed from the potential portfolio of suitable sites but it had been reinstated after he had been reassured that it had been removed. He was therefore continuing to press for its exclusion from the portfolio. He expressed his confidence that it would not be selected in the final stages.

5.3 He emphasised to the Parish Council to make a further response to the Site even though the Parish Council had already filed a response in 2013. It was agreed that this would be done.  
**Action: Chairman & Clerk**

### **6. Matters arising from the Minutes of the 24<sup>th</sup> February 2014**

6.1 Cllr Marriott reported that he was in consultation with one tree surgeon (the second two have responded – the first one being unsatisfactory). The Clerk reported that he had written to two further tree surgeons suggested by Cllr Marriott; one of them has responded on an interim basis and a reply from the other one is awaited. Cllr Marriott to follow up.  
**Action: Cllr Marriott**

6.2 The Chairman reported that he had delivered a letter prepared by the Clerk to the occupier of a house in Lay Gardens whose garden shed projects over the boundary into the Playing Field. This is to be reviewed.  
**Action: Chairman**

6.3 The Clerk reported that following the instructions of the Council at the last meeting he had sent a circular letter to all the occupiers of the even numbers of The Greswoldes in respect of their rear boundaries and fences/hedges abutting on the public footpath. They had all been delivered by hand. Two responses had been received raising issues which the Clerk and the Chairman will review.  
**Action: Chairman & Clerk**

### **7. Finance and Accounts**

7.1 The Clerk reported that the operating account contains about £5,000 and the investment account contains approximately £19,200.

7.2 The Chairman reported that the increase in the Clerk's pay for the year 2013/2014 had been agreed with the Clerk and an adjustment made in his final pay for the financial

year; the Clerk's charge for office support had also been agreed and an invoice had been issued. The Clerk's overall gross pay for the year for 2013/2014 will be £5,345.

- 7.3 A number of payments were approved in particular final payment for the year to the Clerk (referred to above) together with the appropriate amount of tax payable to HMRC on the Clerk's pay.
- 7.4 The Clerk reported that he had recently received the usual audit papers from the External Auditor and will be putting in hand preparation for audit by the Internal Auditor following the 31<sup>st</sup> March 2014. The papers would then be sent to the External Auditor a month or so later.

## **8. Correspondence**

The Clerk reported that he had received no more than has been already mentioned.

## **9. Report from the Planning Committee**

In the absence of Cllr Walsh, there was no report.

## **10. Report from the Playing Field Committee**

- 10.1 The Chairman raised again the issue of repairs to the children's play area; it was not known to what stage the local parents' project had reached (having failed to achieve a Lottery Grant). The Clerk said he had tried to get information on that by telephone for the purposes of the meeting but had been unsuccessful. He will pursue that.  
**Action: Clerk**
- 10.2 The Chairman expressed the view that if the residents are unable to make progress it was incumbent upon the Parish Council to take onboard in the near future a programme of repair to the equipment. The Chairman will review this in conjunction with the Clerk and Jonathan Whitehead.  
**Action: Chairman & Clerk**
- 10.3 The Chairman reviewed the further report which had been tendered earlier concerning repairs to the path on the Playing Field. Cllr Marriott mentioned the name of someone who would be prepared to do the work. It was agreed that it would be organised in conjunction with Jonathan Whitehead.  
**Action: Chairman & Cllr Marriott**

## **11. Report from the Finance Committee**

There was nothing in addition to the items above.

## **12. Report from the Sports and Social Club Committee**

- 12.1 Cllr A. Malin reported that there had been no more come back from the Committee regarding any difficulties with funds.
- 12.2 The Chairman informed the meeting that he had received an estimate of legal fees from the Clerk (in his private professional capacity); the quotation was for the work the Clerk's own professional practice would carry out for the creation and registration of a new lease between the Community Hall Committee and the Sports & Social Club. This is to be reviewed by the Chairman in due course after discussion with the Sports & Social club.  
**Action: Chairman & Cllr A Malin**

**13. Report from the Village Emergency Committee**

There was no report.

**14. Report from the Community Hall Committee**

14.1 The Chairman reported that Mr Peter Dove had been treasurer of the Hall Committee for many years and now wished to retire. He had carried out this function on a voluntary basis very diligently for a long time but the Chairman felt that it might now be appropriate to have a paid official to carry out the work. He had explored with the Clerk the possibility for a candidate for this work (it is mainly book-keeping) and the Clerk reported that he had given details of a candidate to the Chairman to follow up.

**Action: Chairman**

**15. Report from the School Governors**

In the absence of Cllr Pickford, there was no report.

**16. Any Other Business** - there was none

**17. Date of next meeting:** 28th April 2014 (also Annual Parish Meeting)

**The meeting closed at 9.05 pm.**

Signed.....

Date.....

**Chairman of the Parish Council**

Signed.....

Date.....

**Clerk to the Parish Council**