

# **RADFORD SEMELE PARISH COUNCIL**

## **MINUTES**

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 19<sup>th</sup> May at 7.30 pm.

**Present:** Cllr H E Marriot (in the Chair), Cllr Mrs N Fleuty, Cllr Mrs J Loveridge, Cllr A J Malin and Cllr Mrs J P Malin

**In attendance:** WDC Cllr Michael Doody

1. **Apologies for Absence:** Cllr D E Chater, Cllr Rev K Pickford and Cllr Mrs F Walsh

### **2. First Meeting Preliminaries**

In accordance with usual practice, the Clerk called for nominations for the office of Chairman and Vice Chairman. Cllr Chater was proposed for the office of Chairman by Cllr Mrs J Malin and Cllr Loveridge and was duly elected. Cllr Walsh was proposed for the office of Vice Chairman by Cllr Fleuty and Cllr Loveridge and was duly elected.

The draft list of committees for 2014/2015 was circulated and it was approved.

In the absence of the Chairman and Vice Chairman, Cllr Marriott was called upon to act as Chairman for this meeting. He made a declaration of no interest in any matters on the Agenda.

### **3. Minutes of the Council meeting on 28<sup>th</sup> April 2014**

The Minutes were approved.

### **4. Police Matters**

The Clerk reported receipt of one newsletter from the Police since the last Council meeting but there were no other matters to report.

### **5. WCC Matters**

5.1 In the absence of WCC Cllr Redford, there was no report.

5.2 The Clerk said he had been in contact with Cllr Redford to pursue the matter of obstruction to the footpath at the rear of Dunbar House. Cllr Redford had confirmed that he had already referred the matter to WCC officers (following the last Parish Council meeting) and in fact the County Solicitor had come across the obstruction whilst walking his dog. Action was therefore being pursued by WCC.

## 6. WDC Matters

- 6.1 Cllr Doody outlined the position with the three planning applications affecting the Village in respect of the three sites identified in The Local Plan Consultation. The consultation period following approval of The Local Plan is due to expire on 27<sup>th</sup> June 2014.
- 6.2 It was thought that there was no need to make any representations about the proposal for the Village envelope but Cllr Loveridge expressed her concern that the envelope as drawn on the recent plan included the area of The Valley when she thought it had previously been excluded. Cllr Doody said he would take that up with the project managers.  
**Action: WDC Cllr Doody**
- 6.3 It was confirmed that WDC Cllr Doody will make representations at the meeting of the WDC Planning Committee on 27<sup>th</sup> May 2014 on the hearing of the planning application for Site 3 (land to the east of the Village and north of Southam Road). This is WDC planning application number W14/0322. He will be supported by the Chairman and the Clerk.
- 6.4 It was agreed to bring forward item 9 on the Agenda (Planning Committee). Formal Notice had been received from WDC Planning Dept as to the hearing by the Planning Committee of application W14/0322. This is the only matter under Agenda Item 9 before the Council and raises no fresh issues.
- 6.5 It is recorded that the merits of the sites and the relevant applications were not discussed and Cllr Marriott did not speak to these WDC matters.

## 7. Matters arising from the Minutes of the 28<sup>th</sup> April 2014

- 7.1 Cllrs Malin reported that there continues to be activity concerning the earth bank opposite their house in Lewis Road where the occupier of a neighbouring property in St Nicholas Road appears to be preparing for some type of commercial activity on the site. WDC Cllr Doody said he had discussed the matter with WCC Redford as it might be a matter for the Highways Dept. It was thought not to be a highways matter despite the issue of a row of parked cars making the access to Lewis Road at that point very narrow. It therefore appeared that no action could be taken against the occupier from a highways point of view.
- 7.2 The Clerk's legal view was that what the occupier appears to be doing is preparing his domestic premises for commercial/industrial use. It was his understanding that conversion of use from predominantly domestic use to commercial use required planning consent. It was agreed that WDC Cllr Doody would take this up with the Planning Dept of WDC to see if something could be done under that aspect.  
**Action: WDC Cllr Doody**
- 7.3 The Clerk had received from WDC Cllr Doody a copy of the large scale plan showing the public footpath that runs between The Greswoldes and Chance Fields (in respect of which the Clerk had written to householders some weeks earlier). The Clerk acknowledged that the plan graphically shows the layout of the footpath but he is concerned about the legal authority in prosecuting any householder who fails to conform with requests from the Parish Council. He wished to be satisfied as to the legal basis for pursuing householders before an incident arose where the Parish Council wished action to be taken; the responsibility for that would either fall on direct action by the Parish Council or a referral to WCC. It was agreed that the Clerk would carry out research on the position and report back.  
**Action: Clerk**

- 7.4 Since the last Council Meeting the Chairman and the Clerk had looked at the comparative positions of the two proposed insurance renewals for the Council's public liability – Aviva Insurance and Zurich Insurance. They had been hesitant to accept the Zurich proposal despite it being about half the cost of the Aviva proposal. This was due to the question of difficulty if any claim should arise and the lack of hands-on service which the Council had enjoyed from the Aviva brokers hitherto, Came & Company. The Clerk had therefore made enquiries of the brokers who had come up with an alternative proposal – insurance with Hiscox. The Clerk confirmed they are a reputable company with a widespread of providing professional insurance cover. A lower quotation had been offered at £1,240 which the Chairman and the Clerk recommended should be accepted. This figure would be maintained on a three year agreement similar to the one which was about to end. It was agreed that the Clerk should proceed to arrange insurance with Hiscox through Came & Company at that figure. **Action: Clerk**

## 8. Finance and Accounts

- 8.1 The Clerk reported that the balance on the operating account was approximately £15,000 and the balance on the investment account was approximately £19,200.
- 8.2 The Council approved a number of payments (including the payment to Came & Company in respect of the insurance referred to above).
- 8.3 Amongst the payments, the Council approved a requisition for £20 payable to the Baptist Church for the use of the Church building for the public meeting on 2<sup>nd</sup> May 2014. (Chaired by WDC Cllr Doody.)
- 8.4 The Clerk was unable to put before the meeting a draft of the year end accounts as their preparation had been delayed by work pressures upon his accounts assistant. He had anticipated bringing a full set of the accounts before the next Council meeting on 28<sup>th</sup> June.

## 9. Correspondence

The Clerk had not received any apart from a notice from WDC of the availability of certain grants. He thought use might be made of them to support the repair work required for the Community Hall.

## 10. Report from the Planning Committee

See above.

## 11. Report from the Playing Field Committee

- 11.1 Cllr Fleuty had examined in detail the issues arising from the ROSPA Report which the Council received last autumn. She discussed the position with the lady who is in the parents' group to obtain Lottery finance to repair/replace the children's' play area. She considered that the most urgent repair was to the skateboard area. It was agreed that this would be examined with a view to work being carried out. **Action: Cllr Marriott**
- 11.2 She drew attention to the regular need to clear broken glass and other debris from the area; it was agreed that this should be further looked at from the point of view of manpower. **Action: Cllr Marriott & Cllr Fleuty**

- 11.3 Cllr Fleuty will continue to liaise with the parents' group to monitor the progress of their Lottery application and she will report back. **Action: Cllr Fleuty**

**12. Report from the Finance Committee**

There was nothing in addition to the items above.

**13. Report from the Sports and Social Club Committee**

Cllr A. Malin said he was unable to attend the last meeting of the Sports & Social Club Management Committee but he is not aware of any particular problems.

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

There was no report.

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

- 15.1 Cllr Loveridge said that asbestos in the ceiling had been confirmed – there was an estimate for removal of £3,000. Therefore an alternative solution was being investigated.

- 15.2 The Clerk had received a report from the Chairman in his absence that three potential trustees had come forward to enter a new lease between the Community Hall and the Sports & Social Club.

**16. Report from the School Governors**

There was no report.

**17. Any Other Business**

- (a) The Clerk reported that Mr Brian Follett had accepted an invitation from the Chairman to join the Parish Council, if nominated. It was agreed that the Clerk should write to him on a formal basis to invite him to the next meeting convenient for him which is likely to be the July meeting. **Action: Clerk**
- (b) An Agenda reference was made to Dunbar House but was dealt with as above.
- (c) An Agenda notice referred to The Local Plan meeting on 2<sup>nd</sup> May but WDC Cllr Doody said there was nothing to add beyond the fact that it was a well attended meeting and encouraging that so many people took the trouble to attend.
- (d) The Clerk reported that the Chairman had observed that the path adjoining The Lodge was almost blocked and requires a letter to the managing agents to get it cleared. It was agreed that the Clerk should write a letter. **Action: Clerk**
- (e) The question was raised as to what action was being taken concerning the proposed second bus shelter. Cllr Marriott said the matter had been put on hold for the time being, partly due to lack of finance and partly due to see whether there was in fact a need for the construction. The matter to be further reviewed. **Action: Cllr Marriott**

(f) It was reported that the clock on the Baptist Church tower (1875) required some refurbishment and an estimate of £6,000 had been mentioned. The Council felt this was not an item which would automatically be funded (if at all) by the Parish Council and it was agreed to defer discussion of this item. This is to be placed on the Agenda for the next meeting. **Action: Clerk**

(g) Cllr Mrs J Malin drew attention to a large amount of rubbish on the Playing Field and particularly in the vicinity of the Community Hall as a result of the charity event in honour of Sunny Dillon held on Saturday 17<sup>th</sup> May. It was agreed that the Clerk would look into the matter to persuade those who organised the event to get it cleared. **Action: Clerk**

**17. Date of next meeting:** 30<sup>th</sup> June 2014

**The meeting closed at 9.05 pm.**

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

**Chairman of the Parish Council**

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

**Clerk to the Parish Council**