

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 30th June at 7.30 pm.

Present: Cllr D E Chater (in the Chair), Cllr Mrs N Fleuty, Cllr Mrs J Loveridge, Cllr A J Malin, Mrs J P Malin, Cllr H E Marriott and Cllr Rev K Pickford

In attendance: WDC Cllr Michael Doody
Mr Brian Follett

1. **Apologies for Absence:** Cllr Mrs F Walsh and WCC Cllr Redford

2. **Minutes of the Council meeting on 19th May 2014**

The Minutes were approved.

3. **Police Matters**

Apart from receipt by email of a Police newsletter there were no matters to report.

4. **WCC Matters**

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

4.2 The Clerk had received no further news on the subject of Dunbar House but Cllr Marriott said that he had observed that WCC appeared to have carried out a realignment of the footpath and established that it went across the land owned by the occupier of Dunbar House. It appeared therefore that WCC had taken action following referral from the Parish Council. The Clerk to verify. **Action: Clerk**

5. **WDC Matters**

5.1 WDC Cllr Doody reported that the planning application in respect of the site in Spring Lane had been refused. He had been grateful for the support from WCC Cllr Redford.

5.2 He said that there are likely to be appeals from the disappointed applicants for Spring Lane and for the site adjacent to the Church. It would be the responsibility of WDC to oppose any planned changes arising from an appeal and not the Parish Council. He will make it his business to be kept fully informed.

5.3 He pointed out these two sites have not been included in The Local Plan which must weigh heavily with the Planning Inspector. The Local Plan will retain validity for about 14 years.

5.4 There was still pressure on planning issues because WDC was required to have five years supply of building land but only has 2.6 years at present.

- 5.5 He had considered the issues concerning repair of the 1875 clock on the Baptist Church. He had spoken to Bernadette Allen at the Community Fund maintained by WDC and he thought there was a possibility of obtaining up to £3,000 from the Fund towards the repair. An estimate at £6,000 had been presented to the Parish Council. The Clerk reminded Councillors of the terms of Section 137 of The Local Government Act 1972; this requires a council to tread carefully when dispensing funds which could be said to be for the benefit of only part of the Parish and not the whole. WDC Cllr Doody agreed but thought it could be argued that the clock was an amenity of the Village which justified support by way of repairs. (It is not clear at this stage which repair option was appropriate. Options included retaining the old mechanism but replacing the weights with an electrical drive also completely replacing the Mechanism with an electrical unit.) The Chariman asked that retaining the mechanism while eliminating the manual winding duties be fully explored in the interest of retaining this piece of history within the village for posterity.
- 5.6 Cllr Marriott suggested that Mr Malcolm Peters be called upon to assess the project of repair, consider the options and relative costs. **Action: Cllr Marriott**
- 5.7 It was agreed that an application for funding as above should be completed and presented through WDC Cllr Doody. **Action: Chairman in conjunction with David Bishop of the Baptist Church**

6. Matters arising from the Minutes of the 19th May 2014

- 6.1 There was considerable discussion about excavations which have been carried out by the occupier of 4 Lewis Road (previous Minutes refer). The Chairman and the Clerk reported on the results of their inspection on the previous weekend in which it was apparent that the excavations were inconsistent with the immediate environment and on the face of things inconsistent with purely domestic use of the property. Cllr Doody suggested that contact be made with the Highways Authority direct as they might not be fully aware of the situation. Gerald Brooks at WCC was the person to contact.
Action: Clerk
- 6.2 The Chairman raised the matter of the broken road surface at the junction of the Community Hall car park and Lewis Road; this appeared to be a fault in preparation of the highway. Cllr Doody recommended that reference be made to Mr Brooks at County Hall on that.
Action: Clerk
- 6.3 The Clerk had followed up his legal enquiry concerning the pathway between The Greswoldes and Chance Fields; he had had an acknowledgement from WCC that they were looking into the matter and would report back.
- 6.4 A complaint had been received about the overgrown hedge at the rear of the property in Southam Road which had caused the problem before. Previously when the Clerk had written to the occupier, it had been seen to. It was agreed that the Clerk write to the occupier again.
Action: Clerk

7. Finance and Accounts

- 7.1 The Clerk reported that the balance on the investment account is approximately £24,200 and the balance on the operating account is approximately £7,600. The change in the relative balances is due to a transfer which he had recently made from the operating account to the investment account.

- 7.2 A number of payments were approved including a payment to the Clerk of one quarter's salary of £1,165.46 with tax on that figure of £170.80 (as regulated by the Council's independent payroll managers).

8. Correspondence

The Clerk had received a letter from a resident complaining about the accumulation of rubbish inside the bus shelter. It was recognised that this may be caused by wind as much as by idle people. There is in fact a rubbish bin within about 5 feet of the seating in the bus shelter. It was agreed that the Clerk would write to the complainant to explain the position and the Chairman would see if Mr Pearson would include regular review of the bus shelter on his rounds.

Action: Clerk & Chairman

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 reported that the improvement had been carried out to the pathway on the Playing Field.

- 10.2 The Clerk reported that he had written to the agents concerned with the management of The Lodge to have the hedgerow seen to again.

- 10.3 The Clerk raised his concern at the extensive rubbish left on the Playing Field after the Village event in commemoration of Sunny Dillon. In the absence of the Chairman who was away at the time, and Cllr Marriott was going on holiday, the Clerk tried to have the organisers focus on clearing the Playing Field properly. He was particularly concerned that at the relevant time there was a minor heat wave and he found rotting foodstuffs amongst the rubbish. He had also received complaints from WDC Environmental Health Dept who were relaying complaints from members of the public. The organisers of the event did not respond to his request and the Chairman confirmed that on his return he had commissioned Michael Pearson to clear the rubbish which had been done successfully. The Council agreed in principle that on the occasion of the event in the future, a deposit or undertaking from individuals should be obtained to cover the cost of clearing the rubbish.

11. Report from the Finance Committee

The Clerk confirmed that accounting papers were with the Internal Auditor at present and were expected to be returned by her in the next week or so. Completion of the Annual Return for the purposes of the External Audit could be signed off by the Council at their next meeting on 28th July.

12. Report from the Sports and Social Club Committee

Cllr A. Malin said that there was an AGM coming up but he did know the date. The Club Committee are aware that a new lease from the Community Hall is required and this is in hand.

13. Report from the Village Emergency Committee

The Chairman queried whether it was necessary to continue with this Committee in its present form; its underlying reason for its existence is probably a statutory requirement upon a parish council to have in place suitable procedure for dealing with emergencies in their area. He thought the imposition upon this Council was fairly minimal because of the Parish's proximity to all the main emergency services in Leamington. It was agreed that the Clerk would check the legal requirements so that further consideration could be given as to whether the Committee should be continued or disbanded. **Action: Clerk**

14. Report from the Community Hall Committee

- 14.1 Cllr Loveridge confirmed that asbestos had been found in the ceiling of the Community Hall; if it was not disturbed, it could most likely be left in place but there was a question of disturbance if building work was going to be carried out.
- 14.2 It is likely that building work will be extensive if a new boiler is installed in the changing rooms and considerable refurbishment is carried out there.
- 14.3 The Chairman, in his capacity as a member of the Community Hall committee, said that suitable boiler had been located which is physically identical to the existing boiler. Regulations are going to change in the next few years requiring new boilers to be installed at that time to a higher specification than the one which is now available (and hence at a higher cost).
- 14.4 After the Council Meeting the Chairman and the Clerk inspected the changing rooms and it is apparent the extent of the building and refurbishment will be required which is likely to cause dislocation to the ceiling.
- 14.5 The Chairman confirmed that the Clerk's professional firm would act for the Hall Committee in drafting out the new lease to be granted to the Sports & Social Club. It should be available for report for the Community Hall AGM in two months time.

15. Report from the School Governors

Cllr Pickford reported that she had just returned from abroad and there was to be a Governors meeting on 30th July next. She is therefore unable to present a report at this meeting.

16. Any Other Business

- (a) The Chairman said that he and the Clerk considered that it was appropriate to have a register of councillors' attendances; he presented a draft which the Clerk had prepared and it was approved. **Action: Clerk**
- (b) The Clerk recalled that the Internal Auditor last year had advised that the Risk Assessment Policy should be reviewed by the Council each year; he did not see a need for wholesale amendment of the document but it was agreed it would be circulated for the next meeting. **Action: Clerk**
- (c) Likewise the Clerk thought it was time to review the Standing Orders and will circulate a copy of that document for the next meeting. **Action: Clerk**

17. Date of next meeting: 28th July 2014

The meeting closed at 9.05 pm.

Signed.....

Date.....

Chairman of the Parish Council

Signed.....

Date.....

Clerk to the Parish Council