

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 28th July 2014 at 7.30 pm.

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

In attendance: WCC Cllr Redford
WDC Cllr Michael Doody
Mr Brian Follett
Mr Stan Sabin (for part of the meeting)

1. **Apologies for Absence:** Cllr Mrs F Walsh and Cllr Mrs N Fleuty

2. **Co-option**

The Council having put out soundings for some time to recruit a new Councillor; it was RESOLVED that Mr Brian Follett be co-opted as Councillor which was agreed unanimously (proposed by the Chairman and seconded by Cllr J Malin).

3. **Minutes of the Council meeting on 30th June 2014**

The Minutes were approved.

4. **Police Matters**

There was nothing to report.

5. **WCC Matters**

5.1 WCC Cllr Redford said a recent report on coal mining in Warwickshire indicates that mining will be in the Coventry area and not in the Warwick/Leamington area

5.2 On enquiry by Cllr Redford, the Clerk said he had been told informally that he will receive something in writing from WCC on the outcome of Dunbar House but he had not yet received anything. It was noted that the footpath at the rear of Dunbar House had been realigned by WCC. It was agreed to ask the Footpaths Overseer to monitor it.

Action: Clerk

5.3 Cllr Redford said the Council's referral of the condition of the roadway immediately adjoining the Community Hall car park had been taken on board and the necessary work was to be carried out in the near future by WCC.

5.4 The Clerk reported that he had received a negative reaction when contacting Mr Gerald Brooks at WCC concerning the large excavation at 4 St Nicholas Terrace. He had been informed that the occupier had obtained written permission from WCC which he had applied for in advance of the works. Mr Brooks had said he would supply copies of the paperwork to the Clerk but it had not yet been received. Cllr Redford invited the Clerk to give him a written report which he would take up with the officers concerned at WCC.

- 5.5 The Chairman said he had recently been to a WALC meeting when there was an item on the Agenda concerning delegation down by WCC to parish councils of the functions of cutting grass and tree lopping. The Chairman expressed his concern at this as it would impose additional operational obligations on a parish council without necessary funding. Cllr Redford assured the Parish Council that he had no knowledge of this suggestion and it would not become a reality unless fully debated in the Council Chamber at WCC. He agreed to keep a watching brief on it.
- 5.6 The Chairman had received a letter from Mr Stan Sabin (former Chairman of the Parish Council) complaining of the lack of attention to overgrown trees on the A425 resulting in speed signs and other directional signs being obscured. He said he had submitted several notes to WCC but received no reply. He expressed his concern that if budget cuts by WCC were to be taken to an extreme form then such things as speed signs would be neglected with the resulting danger to the public. Cllr Redford said it was axiomatic that where WCC had a statutory obligation to maintain safety standards etc the jobs would have to be done and budget cuts applied somewhere else. He took away the letter submitted to the Chairman by Mr Sabin and agreed to investigate the position. (It was noted in particular the 30 mph speed sign on entry to the Village from Leamington was now totally obscured by vegetation.)

6. WDC Matters

- 6.1 WDC Cllr Doody confirmed that appeals have been lodged to the Government Inspector by the developers in respect of the proposed housing sites adjacent to the Church and at Spring Lane. He said WDC will fight it because they had refused the applications but welcomed any support from the Parish Council. He asked the Parish Council to consider whether they could produce additional documentary input to support that objective.
Action: Chairman & Clerk
- 6.2 Cllr Doody said that he had investigated the possibility of obtaining funding from the Community Fund run by WDC to partly finance the refurbishment of the clock at the Baptist Church. He thought it appropriate to apply to this fund for £1,500 towards a total cost of £3250. In the course of debate, Cllr Marriott said that he had not been able to have a discussion with Mr Malcolm Peters (as anticipated at the last Council Meeting) as he was away. He will contact him on his return.
Action: Cllr Marriott
- 6.3 Cllr Doody thought that further investigation into the financing of the project was to be undertaken by David Bishop, Treasurer to the Baptist Church. It was appropriate to await the outcome of that.

7. Matters arising from the Minutes of the 30th June 2014

- 7.1 The Clerk said he was still waiting for a response from WCC on the legal position concerning the path between The Greswoldes and Chance Fields; he had been informed verbally by WCC that the matter had been passed to their legal department so a period of waiting was to be expected.
Action: Clerk
- 7.2 The Clerk said he had personally served notice on the occupier of 48 Southam Road to arrange for the rear hedgerow at that property to be trimmed. It had not yet been done. The Chairman and Clerk are to monitor.
Action: Chairman & Clerk
- 7.3 The Chairman reported that, despite two letters from the Clerk to agents for the owners of The Lodge, the hedgerow was still overgrown and had not been attended to. It was

proposed that the Clerk should contact the owners direct (bypassing the agents).

Action: Clerk

- 7.4 The Clerk said following the last Council Meeting he had put out an enquiry about the statutory obligations (if any) of the Parish Council on Village Emergency Planning. It was currently managed on a tripartite basis by three local district councils with its offices in Solihull. So far he had made contact with a young man there who did not know where Radford Semele was! He will pursue further enquiries and report back.

Action: Clerk

8. Finance and Accounts

- 8.1 The Clerk reported that the balance on the bank operating account was approximately £5,700 and the balance on the investment account was approximately £24,200.

- 8.2 The Council approved a number of payments including the fee due to the Internal Auditor, Mrs Best.

- 8.3 The Clerk reported that the outcome of the Internal Audit was satisfactory. A number of matters were highlighted in her report to the Chairman which were now receiving attention.

- 8.4 The internal Auditor had signed off the Annual Return which was now required to be signed off by the Chairman and Clerk on behalf of the Parish Council. It was RESOLVED that the Annual Return for the year ended 31st March 2014 be approved and submitted to the External Auditors.

Action: Chairman & Clerk

9. Correspondence

- 9.1 The Clerk drew attention to an unpleasant email that he had received from a resident complaining about the state of the Playing Field which she said it was untidy and the play equipment was run down. He reminded the Council that the person concerned was one of the organisers of the Sunny Dillon event a number of weeks back who had not responded to the Clerk's request for help to clean the Playing Field.

- 9.2 The Clerk confirmed that he had written a letter of reply to the resident who had complained about the state of the interior of the bus shelter. (The Chairman added that he had done his best to clear up some of the rubbish in the bus shelter)

- 9.3 The Clerk reported that he had notified the insurance brokers that cover was no longer required for the Youth Club building and as a result had received an acknowledgement from them and an adjustment had been made to the policy with the resulting refund of part premium. He confirmed that insurance cover was now with Hiscox Insurance which will be managed by the same brokers, Came and Company, as in the last three years.

10. Report from the Planning Committee

In the absence of Cllr Walsh, Cllr J Malin confirmed that a notice of an application for planning on the Fosse Way had been received and there was no objection to it.

11. Report from the Playing Field Committee

- 11.1 Cllr Marriott said there were some ash and other trees at the boundary of the Playing Field which were infiltrating into residents' gardens. A resident had had discussions with

him as a result of which significant cutting back had been done. Further work may be necessary.

Action: Cllr Marriott

- 11.2 In the absence of Cllr Fleuty, the Clerk read out a brief report of her research into repair of the skateboard area. It was RESOLVED that immediate action be taken to arrange repairs to the skateboard area. **Action: Chairman, Cllr Fleuty & Clerk**

- 11.3 Debate took place concerning the play equipment at large and the potential difficulty of the Council finding the necessary funding. The Chairman reported that the Sunny Dhillon fund raising had collected about £10,000. The Clerk had received in the last few days a quotation by Komplan for replacement/rectification of the play equipment in the area generally. The quotation was for a total of £27,000 approximately + VAT. It was not known what were the next steps to be taken by the residents fund raising group as they had not been in contact with the Clerk, though invited to do so. It was agreed that the Chairman would follow this up. **Action: Chairman**

- 11.4 The point was made that the development of the new site on the land east of the Village which had recently obtained planning approval would introduce a significant number of more children into the Village who will need to be catered for. It was proposed that the Clerk should make a formal application to the Head of Development Services at WDC to ascertain whether funding for play equipment could be included as a requirement for the developers under the Section 106 Agreement which they will be required to enter into with WDC. **Action: Clerk**

12. Report from the Finance Committee

There was nothing further to above.

13. Report from the Sports and Social Club Committee

Cllr A. Malin reported that the AGM had recently been held and a new committee elected. The Committee have remained the same regarding the nominated trustees to take on the new lease.

14. Report from the Community Hall Committee

- 14.1 While the Chairman had been in discussion with former Cllr Jon Whitehead with a view to getting a quotation for building work to be carried out to the changing rooms. There was a problem with lack of water pressure which he thought would be overcome by the installation of water tanks in the roof. **Action: Chairman**

- 14.2 The Chairman said that he had shortlisted two ladies who were interested in taking on the functions of the Community Hall Treasurer from Mr Dove who wanted to retire. The Chairman in his capacity as a Community Hall Trustee will make a decision as to which one to recruit shortly. **Action: Chairman**

15. Report from the School Governors

- 15.1 Cllr Pickford reported that capacity was to a maximum. However standards have much improved since a year or so ago and recent SATS had gone very well. The children had reached their targets.

15.2 The next Ofsted inspection is in the summer 2015 which will give the children and teachers an opportunity to train up for it in good time.

16. Any Other Business

- (a) The item concerning the Baptist Church has been dealt with above.
- (b) The item concerning the emergency procedures has been dealt with above.
- (c)(d) The Clerk had circulated a revised form of Risk Assessment Policy and updated the Standing Orders (no material revision). The Parish Council approved both documents in their revised form – to be implemented. **Action: Clerk**
- (e) Due mainly to the Clerk’s absence abroad on the 29th September 2014, it was agreed to bring forward the next meeting of the Parish Council to Monday 22nd September 2014. A material factor was also that Cllr Marriott will not be available on 29th September as he will be abroad also. Cllrs Loveridge and Pickford submitted their apologies for absence on 22nd September 2014.

17. Date of next meeting: 22nd September 2014

The meeting closed at 8.45 pm.

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

Chairman of the Parish Council

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

Clerk to the Parish Council