

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 25th February 2013 at 7.30 pm.

Present: Cllr D E Chater (in the Chair), Cllr Mrs J A Edwards, Cllr Mrs J Loveridge, Cllr Mrs J P Malin, Cllr A J Malin, Cllr H E Marriott and Cllr F Walsh

1. Apologies for Absence - Cllr J M Whitehead

2. Minutes of the Council meeting on 28th January 2013

The Minutes were approved.

3. Police Matters

3.1 A newsletter had been received by email which appeared to cover the whole of February.

3.2 The Clerk highlighted a broadsheet which had been sent with the newsletter drawing attention to risk management with regard to paperboys and papergirls.

3.3 The Chairman said the matter of the speed checks in Offchurch Lane should be taken up again with the Police as there was a high incidence of speeding.

3.4 It was noted that a very comprehensive and pleasant letter had been received from Sgt Kettle with regard to the incident concerning the Leylandii trees in Southam Road, which the Chairman and the Clerk felt was very satisfactory. It was agreed that the Clerk would write to the Police to thank them for their approach. **Action: Clerk**

4. WCC & WDC Matters

4.1 In the absence of WDC/WCC Cllr Doody there was no report.

4.2 A letter had been received from WDC Development Services comprising reference to an intention to prepare a local list of historic buildings for Warwick District. Input from the Parish Council was invited to establish the criteria for compiling this list. It appears to be a list supplementary to the traditional listing procedure. It was agreed that the letter would be circulated to all Councillors for their consideration as to individual or collective input. Comments are required by the 25th March 2013. Any comments by

Councillors are to be correlated by the Clerk and forwarded to WDC. **Action: Clerk**

5. Matters Arising from the Minutes of the 28th January 2013

- 5.1 The Chairman asked all Councillors who wish to attend Cllr Doody's evening at Shire Hall on 16th March 2013 to confirm to the Clerk so they could forward numbers as soon as possible. After a head count, seven attendees were identified. **Action: Clerk**
- 5.2 As indicated in para 5.3 of the previous Minutes, the Clerk had written to the solicitors enquiring about the Housing Survey and had heard nothing further.
- 5.3 The Clerk had received a reply from the Highways Dept as to cutting back the vegetation in The Valley – this would be attended to by the Highways Dept in due course.
- 5.4 The Chairman said he had put his name down in the lottery for the Queen's Garden Party but had not been successful.
- 5.5 With reference to the car believed to have been seen parked on land near the Trevor Ashbourne memorial, the Chairman and the Clerk reported respectively that they had not seen further signs of the vehicle being parked there.
- 5.6 The Clerk had had a reply from the Highways Dept on the matter of yellow lines being imposed at the junctions of Lewis Road and School Lane with Southam Road; the item has been put back in the WCC budget for 2013/2014.
- 5.7 Cllr Marriott reported that he had completed drainage works on the Playing Field referred to at the previous meeting. His invoice was approved.
- 5.8 There was further discussion about the purchase of grit boxes (referred to in the previous Minutes). The proposal is to have one installed at the bottom of Lewis Road near the junction with The Valley, one at the bottom of The Greswoldes, one at the top of The Greswoldes and one in Overtons Close; also, possibly, in Chance Fields. It was agreed to contact the Highways Dept to see if there was any objection in that quarter.
Action: Clerk
- 5.9 The Chairman reported he had had a meeting with Stephen Hay of WDC who had previously been pressing for a meeting with the full Council. The meeting had taken place at WDC Cllr Doody's office when Mr Hay outlined his overview of potential development and planning implications following on the Local Plan. The Chairman's observation was that Mr Hay had a very broad brush approach to the issues of possible sites and had not taken into account the representations made by the Parish Council when they filed their submissions on the Local Plan. The view was therefore taken that there was no immediate need for the Parish Council to meet with Mr Hay.

6. Finance and Accounts

- 6.1 The Clerk reported that the current balance on the operating account was approximately £7,500 and the current balance on the investment account was approximately £21,200.
- 6.2 The Council approved a number of payments.
- 6.3 The Clerk said that he had written to the contractor for grass cutting asking for a fixed quotation for the forthcoming year as a prerequisite to carrying out the work and was awaiting a reply.

Action: Clerk

7. Correspondence

- 7.1 There were various items of correspondence the subject of which have been dealt with above.
- 7.2 A request had been received from CPRE for extra funds because of their acute shortage of finance. It was decided to leave funding for them to the usual annual donation.
- 7.3 The Clerk highlighted receipt of a notice from WCC regarding the expiry of bus passes on 31st March 2013 – potential candidates should be reminded by the Council of the need to renew.

8. Further Bus Shelter

There was nothing to report on this, save that it should be put on the Agenda for further consideration.

Action: Clerk

9. Telephone Box

There was nothing to report on this, save that it should be put on the Agenda for further consideration.

Action: Clerk

10. Website

- 10.1 Debate centred on whether it was necessary for the Parish Council to have a website and if so, what material would be displayed. It was noted that the Cubbington website which had been held up for comparison includes the placing of information for local activities independent of the Parish Council.
- 10.2 It was agreed to take up the Clerk's suggestion that Mr Inman, Clerk to Cubbington Parish Council, be invited to address the Parish Council and provide some background to the Cubbington experience.

Action: Clerk

11. Youth Club building

- 11.1 The Chairman reported he had prepared a draft notice to be pinned up in significant places in the Village and sent to interested parties. This would warn that, failing any further interest between the present date and summer 2013, the Parish Council would take steps to demolish the Building. The Chairman and the Clerk had agreed the format of the notice and agreed that it is to be issued.

Action: Clerk

12. Report from the Planning Committee

- 12.1 Cllr Walsh reported on a pending planning application for a property in Lythalls Close. There were some issues on this application and it was agreed that the plans would be obtained electronically and distributed among all relevant Councillors for further input. Cllr Walsh would correlate the comments and forward them to WDC Planning Dept.

Action: Cllr Walsh

13. Report from the Playing Field Committee

- 13.1 The Clerk reported that a minor point had been raised by The Big Lottery Fund administrators on the application which he had dealt with but it would slow up consideration of the paperwork.
- 13.2 In the absence of Cllr Whitehead, there was nothing further to report.

14. Report from the Finance Committee

- 14.1 The Chairman said that consensus had been reached on the figure for the Clerk's office expenses for the current financial year, subject to checking.

Action: Chairman

- 14.2 The Chairman explained that with the Government's pay freeze for public sector workers, the basic formula for the Clerk's salary in the current year still adhered to the frozen formula but the Clerk was entitled to a standard increase on the spinal scale. This would be applied in the current year.
- 14.3 The Chairman pointed out that the Clerk had now reached the top of the relevant pay scale; next year the matter would be open to review.

15. Report from the Sports and Social Club Committee

Cllr A. Malin reported that he had nothing to report as he had not been able to attend a recent meeting of the Club Committee.

16. Report from the Village Emergency Committee

Cllr Edwards reported that there was nothing to report.

17. Report from the Community Hall Committee

There was nothing to report, save that the Hall charges are to be increased – notice has been given to the Clerk and other interested parties who hire the Hall on a regular basis.

- 17.2 The Chairman said that thought should be given to revamping the changing rooms as they were not of top quality. It might be possible to get special funding from the Neighbourhood Forum or a similar body. Renovation on the changing area would improve the facility both for football teams and for performing artists and other in the Hall itself. This item is to go on the Agenda for the next meeting. **Action: Clerk**

18. Report from the School Governors

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

19. Any Other Business

- (a) Declarations of Financial Interests and Complaints

The Clerk had received almost all the Declarations and would revert to anyone where the Declaration was not yet in.

- (b) The Clerk had circulated a redraft of the Complaints Handling Procedure for handing out to complainants and a notice to be put on the notice board as to how to make a complaint; all councillors approved the drafts so they will be actioned.

Action: Clerk

- (c) As to the incident concerning the Leylandii trees in Southam Road, feedback is awaited from the Highways Dept.

- (d) The variable locations of street lighting being switched on or off in the hours of darkness was debated. It was agreed that representation would be made to WCC to ensure lighting throughout the night in the vicinity of the Post Office where the Parish Council had a CCTV camera in operation. Also, it was felt desirable that lighting should be maintained at the major junctions in Southam Road – viz Lewis Road, Offchurch Lane and School Lane.

21. Date of next meeting: Monday 25th March 2013

The meeting closed at 8.50 pm.

Signed.....

Date.....

Chairman of the Parish Council

