

# **RADFORD SEMELE PARISH COUNCIL**

## **MINUTES**

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 26<sup>th</sup> March 2012 at 7.30 pm.

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

1. **Apologies for Absence:** none

2. **Minutes of the last meeting**

The Minutes of the last meeting were approved and signed.

3. **Police Matters**

Some newsletters had been received by email from the Police and there was nothing else to report.

4. **WCC & WDC Matters**

There was nothing to report directly but the Clerk reported that he had been in contact with the Environmental Health Office of WDC concerning the rubbish collection from The Lodge. A plan had been received from the E.H.O. indicating the collection point from which the E.H.O. vehicles were expecting to pick up rubbish from The Lodge. He said that E.H.O. had stated that they were not aware of any current problem although there had been problems in the past.

It was felt that there was inadequate supervision of the tenant occupiers of The Lodge by the landlords and this is to be pursued. **Action: Chairman & Clerk**

5. **Matters Arising**

There were no matters arising not covered under other headings.

6. **Finance and Accounts**

6.1 The current balance in the operating account is approximately £9,300 and the current balance in the deposit account is approximately £26,200.

6.2 Contracts for the forthcoming year 2012-2013 for grass cutting on the Playing Field (Mr Bunn) and for action against moles (Mr Jukes) were approved.

6.3 A number of payments were approved, in particular the following:

(a) retrospective approval was given for payment by the Chairman and Clerk to Batsford Timber Wood Supplies, in connection with the Playing Field

- (b) retrospective approval was given to the Chairman's authorisation of the Clerk to commit to a contract for supplies from Timberplay (ironmongery for play equipment)
- (c) approval of invoices submitted for payment by Cllr Marriott and Cllr Whitehead for their extensive work in demolition of the old bus shelter and the construction of the new one (the amounts of their invoices were considered by the Council in the absence from the room of Mr Marriott and Mr Whitehead).
- (d) the Clerk's salary for the year end of 31<sup>st</sup> March 2012 was approved at £5,141 gross (the formula is one sixth of the actual spine figure in respect of the Clerk's position of £30,851).

## **7. Correspondence**

- 7.1 The Clerk advised Councillors that he regularly receives Minutes on meetings of the Warwick section of the WALC and the next meeting of the section is on 13<sup>th</sup> June 2012.
- 7.2 The Clerk had received notice of a WALC training course on Saturday 21<sup>st</sup> April 2012 entitled 'Making the most of your role as Parish and Town Councillor'. There were no takers.
- 7.3 An email had been received from Mrs Sarah Brooke-Taylor (Neighbourhood Development Officer for Warwickshire Rural Community Council) enquiring as to the preparation of the Parish Plan; she is in fact a resident of the Parish. It was agreed that the Chairman contact her to advise on the current position. **Action: Cllr Whitehead**
- 7.4 The Clerk had received various papers in connection with the Jubilee celebrations in June 2012. One is an opportunity for a grant from the Warwick Rural Community Forum Grant fund; another was commercial material from manufactures and big suppliers of memorabilia (mainly decorated mugs) and a communication from the Council's brokers, Came & Co, drawing attention to risk assessment in connection with any functions.
- 7.5 It was agreed that the Council would fund the purchase of a quantity of decorative mugs to be available for distribution to Brownies, Rainbows, Scouts and the School. Cllr Chater is to order a number of mugs and a cheque for payment was authorised (together with the other payments referred to above). **Action: Cllr Chater**

The matter is to be placed on the Agenda for the next meeting. **Action: Clerk**

- 7.6 It was agreed that the Clerk should write to ex-councillor Evans and thank him for his recent correspondence regarding the Jubilee pointing out that the Council did not consider it was their function to organise events but act as a conduit for information. **Action: Clerk**

## **8. Notice Board**

The Chairman said he had been in touch with Greenbarns who are major suppliers of noticeboards and he was trying to chase them up for delivery of the board which the Council had chosen. When it is delivered, he will be in a position to install it.

**Action: Cllr Whitehead**

## **9. Bus Shelter**

- 9.1 Cllrs Marriott and Whitehead reported on their work connected with demolishing the old bus shelter and creating the new one. The Councillors expressed their appreciation and approval of the work.
- 9.2 The Clerk reminded the Council that he had not yet received written confirmation of the cost of the bus shelter which was unsatisfactory from an audit point of view. He had sent an email to the suppliers with no response. Cllr Marriot said he would look into the position. **Action: Cllr Marriott**
- 9.3 Cllr Pickford raised the issue of the construction of another bus shelter near to the junction with Southam Road and Church Lane, primarily for the use of school children waiting for buses to Southam schools. The Council was reminded that this item had been discussed in detail about two years ago when it was decided not to proceed. After some debate, it was agreed that Cllr Chater would do a fresh report on the possibilities with particular reference to the cost. **Action: Cllr Chater**

## **10. Telephone box**

There was nothing further to report on the telephone box.

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

In the absence of Cllr Walsh, there was no report. Cllr Marriott reported that the proposed planning application by Riccardo had been abandoned.

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

- 12.1 The Chairman reported briefly on his planned program of repair work for play equipment on the Playing Field (reference to these items above).
- 12.2 It was considered that new metal bins may be required in the near future – this is to be reviewed. **Action: Cllr Whitehead**

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

There was nothing to report further to the items referred to above in Paragraph 6 except that it was agreed the Clerk could submit an invoice at the next Meeting for his office support services in the usual way, an increase in the amount of the invoice to be accepted in line with the RPI index as before.

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

Cllr A. Malin said there was nothing to report.

## **15. Report from the Village Emergency Committee**

Cllr Edwards reported that there was nothing to report.

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

Cllr Loveridge said there was a problem with a potential repair of the roof which was being looked into.

**17. Report from the School Governors**

Cllr Pickford was anticipating a Governors Meeting but had nothing to report prior to that. She will convey to the School the Council's proposal to supply Jubilee mugs to the children.

**18. Any Other Business**

- (a) The Chairman had not had an opportunity to consider the consultation document on social housing so it would be put on the next Agenda. **Action: Clerk**
- (b) It was indicated that Cllr Chater was prepared to take on the Chairman's role again for the year 2012-2013 in the absence of any other candidates.
- (c) Cllr J Malin raised the question of parking bays for the disabled being made available outside the Community Hall. It was thought that consideration could be given to marking out at least two bays in the corner of the car park adjacent to the Community Hall, this is to be reviewed.

**Action: Cllrs Whitehead, J Malin & Chater**

**20. Date of next meeting: Monday 30<sup>th</sup> April 2012**

**The meeting closed at 9.02 pm.**

Signed.....

Date.....

**Chairman of the Parish Council**