

# **RADFORD SEMELE PARISH COUNCIL**

## **MINUTES**

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 30<sup>th</sup> April 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 K Pickford and Cllr Mrs F M Walsh

**In attendance:** WDC Cllr Michael Doody

**1. Apologies for Absence:** Cllr H E Marriott

**2. Minutes of the last meeting**

2.1 Clause 9.3 of the Minutes of the 26<sup>th</sup> March 2012 is to be amended to state it was agreed that Cllr Chater would review the position concerning the proposed bus shelter.

2.2 Clause 12.2 of the previous Minutes to be amended to state that it was thought that there would be a need in the near future for the replacement of one metal bin or replacement of one inner bin.

2.3 Paragraph 18 (b) of the previous Minutes be amended to state that Cllr Chater indicated that he was prepared to have his name put forward for the role of Chairman for the year 2012/2013 if this was supported by other councillors.

**3. Police Matters**

3.1 The Police email report received earlier concerning crime in the area had been noted. Some newsletters had been received by email from the Police and there was nothing else to report.

3.2 With reference to a particular crime, there was an issue over whether CCTV coverage may have been obtained from the existing CCTV system; the Police had been invited to examine the available CCTV record but the Police Officer had declined on the basis that it was not worth pursuing. Councillors expressed concern at this and it was agreed that WDC Cllr Doody would take this up with the Police. **Action: WDC Cllr Doody**

**4. WCC & WDC Matters**

WDC Cllr Doody reported as follows:

- (i) The election for Police Commissioner is to take place in November and the proposed salary will be £68,000 p.a.
- (ii) The Showground at Stoneleigh is going to concentrate on equestrian events as opposed to general agriculture matters.
- (iii) With the object of creating thousands of jobs, an enterprise zone is to be created in the area where rates-free periods of years will be available to entrepreneurs setting up new bases.

- (iv) WDC is looking at reducing a number of councillors with a target of two councillors per ward. This will mean that Cllr Doody's catchment area is likely to be amalgamated with further areas.
- (v) Cllr Doody appreciated the work that had gone into creating the new bus shelter in the Village but noted that its capacity was less than that of the one at Bubbenhall which had been taken as a model.
- (vi) He said that the former police station at Kenilworth had now been acquired by WDC and a Community Centre had been created where local authority and Police services were available.
- (vii) The police station at Warwick was to be sold but it had not been decided as to what use it would be put.
- (viii) A similar situation applied to the fire station at Warwick.
- (ix) In the autumn, Cllr Doody is due to take on the role of Chairman of WCC which is a one year period of office and at the end of which he will retire from the WCC. He will continue at WDC.

## **5. Matters Arising**

- 5.1 The Chairman reported that concerning The Lodge he had contacted the person at WDC who had been identified by the Clerk. The outcome was that the owners' managing agents, EHB Residential, will be applying to the tenants to get things in order. It was the landlord's responsibility at the end of the day to ensure that their property was being conducted in a proper manner.
- 5.2 The Chairman confirmed that the new notice board was on order and should be available in four/six weeks time. He will attend to the installation.
- 5.3 With reference to paragraph 10.3 of the previous Minutes, there was a discussion about the preparation of a Parish Plan. It was recognised that it is not for the Council to prepare the Plan but to facilitate the preparation of a Plan by an outside working party. WDC Cllr Doody advised that it was not appropriate to prepare a Neighbourhood Development Plan'. It was agreed to continue to see whether a working party to prepare a Parish Plan could be formed. Amongst other courses of action, it was agreed that a circular letter be drafted to promote this. **Action: Cllr Chater**

## **6. Finance and Accounts**

- 6.1 The operating account at the Bank currently has a balance of approximately £21,000 (including receipt of the first part of the precept today) and the business investment account has a balance of approximately £21,000 also.
- 6.2 The Council approved a number of payments including an account from the Clerk for his office support services to the Council in a total sum of £810.67 including VAT.
- 6.3 The Clerk reported that the year end accounts and Financial Statement had been prepared ready for checking by the Internal Auditor.
- 6.4 Preparation of the accounts had highlighted that in the financial year ended 31<sup>st</sup> March 2012, no donations had been made as customary to Guides, Brownies, Rainbows, Cubs and Scouts. It was agreed that a schedule of donations should be prepared so that these categories of payment could be considered by the Council at a fixed regular date in each financial year. **Action: Clerk**

## **7. Correspondence**

- 7.1 The Clerk referred to an email from WCC regarding promotion of broadband in rural areas – the report was noted.
- 7.2 The Clerk reminded Cllrs that he had circulated by email dated 24<sup>th</sup> April 2012, particulars of the Small Grant Scheme being run by WDC for 2012/2013. The report was noted.
- 7.3 The Clerk had received a letter from the personal assistant to the Chairman Elect of the Council (Cllr Michael Kinson) asking when he might visit a meeting of the Parish Council. It was agreed he should be invited for the October or November meeting.  
**Action: Clerk**
- 7.4 The Clerk had received notice that the next meeting of WALC (Warwick Branch) would be on the 13<sup>th</sup> June 2012. He had received the Minutes of the WALC meeting on 14<sup>th</sup> March 2012 if Cllrs wished to see them.
- 7.5 A consultation paper had been received from WCC dated 23<sup>rd</sup> April 2012 to consider the Warwickshire Waste Core Strategy. WDC Cllr Doody advised that there was no need for the Parish Council to consider that.
- 7.6 The Clerk had received particulars of a WALC seminar on 23<sup>rd</sup> June 2012 entitled “Being a good Councillor”.

## **8. Notice Board**

There was nothing further to report in addition to the above reference.

## **9. Bus Shelter**

- 9.1 The framework of the bus shelter has been completed. The outstanding items are the windows and the seat.
- 9.2 Councillors wished to record their appreciation of the work by Cllrs Whitehead and Marriott in arranging the work and completing the project which had involved a lot of hard work.
- 9.3 An email of complaint had been received by the Clerk suggesting that the new bus shelter was an unnecessary project. It was agreed that the Clerk would draft a suitable response in conjunction with the Chairman.  
**Action: Clerk & Chairman**
- 9.4 There was discussion of Cllr Loveridge’s suggestion that the bus shelter could incorporate facilities for notice boards. It was agreed that suitable boards should be installed.  
**Action: Cllr Whitehead**

## **10. Telephone box**

The Chairman reported that there is no further development.

## **11. Diamond Jubilee Celebrations**

- 11.1 Cllr Chater reported that he had in hand the supply of commemorative mugs previously discussed. It was agreed that he would distribute them as he saw fit – the most likely recipients were Sunbeams, the School, Cubs, Brownies, Scouts and Guides.
- 11.2 It is anticipated that there will be three street parties organised for the Jubilee Event.
- 11.3 It was agreed that the Council would make available a grant of £300 to support the street parties and the allocation to be determined by Cllr Chater. The payment will be made by the Clerk upon production of appropriate advice notes for payment.

**Action: Cllr Chater & Clerk**

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

A report had been received by email from WDC Planning Dept stating that there would no longer be a general distribution of plans from planning applications because of the cost. Cllrs acknowledged that, although this is frustrating, it will save an enormous amount of money for WDC and this needs to be addressed in the current economic climate.

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

- 13.1 The Chairman reported that equipment had been received from Timberplay following previous approval of their quotation and he will be dealing with this.
- 13.2 A serious situation had been reported by Michael Pearson as to the state of rubbish bins which he had been emptying. These had been found to contain large amount of dog mess despite the provision of specific dog bins for that purpose.
- 13.3 It was agreed that thought should be given to putting up new notices to persuade the public to use the dog bins for their specific purpose and not general rubbish bins.
- 13.4 Consideration was given to purchasing another dog bin to encourage use by the public and this is to be put in hand.

**Action: Cllr Chater**

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

There was nothing arising in addition to matters mentioned above.

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

Cllr A. Malin reported that there had been temporary repairs to the roof of the Club at a cost of £50.

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

Cllr Edwards reported that there was nothing to report.

## **17. Report from the Community Hall Committee**

Cllr Loveridge reported that matters were in order save for a leak.

**18. Report from the Youth Club**

This item was not on the Agenda but was reviewed alongside the situation of the Community Hall. There is potential to improve the changing rooms in the Hall which could make the need for using changing facilities in the Youth Club building unnecessary. The Chairman pointed out that the Council could not continue indefinitely either funding repairs and maintenance of the Youth Club building or being responsible for it. He said he would have further discussion with the football club but it appeared that if outside sources were not prepared to take responsibility for the unit, the Council should not continue to do so and should take steps to demolish it.

**Action: Cllr Whitehead**

**19. Report from the School Governors**

Cllr Pickford reported that she had told the School to expect some jubilee celebration mugs which they much appreciated.

**20. Any Other Business**

- (a) There is an issue concerning dog mess outside premises in St Nicholas' Road which appeared to be attributable to a particular household dog. This is to be taken up with the WDC Dog Warden. **Action: Cllr Whitehead**
- (b) Cllr Marriott had left a message with the Chairman to the effect that he and the Footpath Supervisor (David Smith) had become aware of significant rubbish placed at the rear of Dunbar House on the footpath which runs behind the property. This is unsightly and has a potential for causing inconvenience. It was agreed that the Clerk would write to the occupier requesting suitable action be taken. **Action: Clerk**
- (c) A query was raised as to an electronic device at the top of the lamppost adjacent to the telegraph box. It was agreed that enquiries would be made into that.
- (d) There was a short discussion as to the viability of a website for the Parish Council. Cllr Walsh reported that the website was not currently up and running and she would furnish a report at the next meeting. **Action: Cllr Walsh**

**21. Date of next meeting: Monday 21<sup>st</sup> May 2012**

**The meeting closed at 9.40 pm.**

Signed.....

Date.....

**Chairman of the Parish Council**