

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 25th June 2012 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, Cllr K Pickford, Cllr F Walsh and Cllr J M Whitehead

In attendance: WDC Cllr Michael Doody

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1. Apologies for Absence: none

2. Minutes of the Council meeting on 21st May 2012

The Minutes were approved with an amendment to paragraph 9.2 to clarify that £5,000 was available for the second bus shelter through potential grants; one further grant of £2,000 maybe available from the Eastern Area Forum.

3. Police Matters

One email newsletter had been received but also an email dated 15th June 2012 in which the Police asked for an address for each recipient to indicate the geographical target of the emails. It was agreed that the information be supplied to the Police at the individual discretion of the Councillors.

4. WCC & WDC Matters

4.1 The Clerk had tabled a report on his attendance at the Open Forum on the Local Plan presented by WDC on 16th June 2012. At which point WDC Doody arrived at the meeting.

4.2 Extensive discussion took place as Cllr Doody explained an overview of the Local Plan.

4.3 A brief summary of the various points is:

4.3.1 Unlike the Spatial Strategy which had been abandoned but which looked for about 14,000 houses to be built in the WDC area, the present WDC plan envisages about 8,300 houses.

4.3.2 These are to be built over a 15 year period starting in 2014.

4.3.3 The construction target is approximately 555 houses each year.

4.3.4 It is the WDC proposal that they should develop a number of areas shown in the Local Plan leaflet as development sites on an urban fringe. These are adjacent to existing urban areas.

4.3.5 In addition there are five villages which have been identified as Category 1 where the proposal is to construct 100 houses during the development period.

4.3.6 Category 1 and Category 2 villages are identified on the Local Plan leaflet.

4.3.7 Radford Semele is a Category 1 village.

- 4.4 It is open to the Parish Council and to any other person to lodge a Formal Response giving observation / objections to the proposals. This has to be filed by the 27th July 2012.
- 4.5 There was a discussion about the potential sites for development within the Parish area and to what extent the Parish Council should specifically object to a particular site or recommend it.
- 4.6 There was a discussion as to how the residents of the Parish should be advised by the Parish Council on the way forward.
- 4.7 It was RESOLVED to hold a Special Meeting of the Parish Council to decide upon the course of action by the Parish Council.
- 4.8 It was agreed that Cllr Marriott should not participate in that meeting or any ancillary discussion due to his potential conflict of interest.
Action: Clerk & all Cllrs except Cllr Marriott
- 4.9 Cllr Doody outlined the proposals to alter the Ward boundaries within WDC area and to arrange matters so that every Ward had two district councillors. The proposal was expected to combine Radford Semele within Old Cubbington , Offchurch, Hunningham, Wappenbury and Western-under-Wetherley.
- 4.10 Cllr Doody outlined the potential development of a joint venture in the vicinity of Coventry Airport called Gateway which was expected to generate 14,000 new jobs.
- 4.11 Cllr Doody said he had nothing to report on the activities of WCC.

5. Matters Arising

- 5.1 Cllr Doody was asked whether he could take up with the Police the issue of an incident where an officer declined to have the CCTV record checked following an incident in the Village; he thought it more appropriate for the Chairman of the Parish Council to raise the issue with them.
Action: Cllr Chater
- 5.2 It was agreed that instead of purchasing new insets for the rubbish bins, the old bins should be removed and two new bins purchased. The estimated cost of these is about £700.
Action: Cllr Marriott
- 5.3 Following the reference to the purchase of another dog bin in the previous Minutes, it is confirmed that the bin had now been installed.
- 5.4 With reference to paragraph 5.3 of the previous Minutes, the Clerk said he had written to A C Lloyd to ascertain the current position. He read out their reply dated 20th June 2012 to the effect that they had received a report from the managing agents that there was no sign of any rubbish. It was agreed that the Clerk should contact the managing agents as there was still a continuing difficulty with the accumulation of rubbish.
Action: Clerk

6. Finance and Accounts

- 6.1 The operating account at the Bank currently has a balance of approximately £6,800 and the business investment account has a balance of approximately £26,200.
- 6.2 The Council approved a number of payments including reimbursement to people for expenditure on the Jubilee Celebrations and the purchase of a noticeboard from Greenbarns.
- 6.3 The Clerk confirmed that the donations approved at the last meeting of the Council had been paid; and it was agreed that these be reviewed at the September meeting of the Council.
- 6.4 The Annual Return was tabled by the Clerk in the format approved by the Internal Auditor; it was RESOLVED to accept it so it could be forwarded to the External Auditor. The fee of the Internal Auditor, Mrs Best, was approved.
- 6.5 The Clerk reported that of the three items highlighted by the Internal Auditor in her report, two had been fulfilled leaving a recommendation that the Risk Management Policy should be reviewed on an annual basis. It was agreed that this would be reviewed at the next meeting of the Council. The Clerk distributed copies of the Risk Management Policy to each Councillor present. **Action: Clerk**

7. Correspondence

- 7.1 Notice had been received of a meeting of the Rural East Forum on 28th June 2012.
- 7.2 An invitation had been received for a training course for Chairmen organised by WALC on 21st July 2012.
- 7.3 The Clerk had received an effusive letter from Mrs Clark thanking the Council for the donations for the Brownies and Rainbows,
- 7.4 The Clerk had received a request from a local resident as to whether the Council could find a location for developing a horse chestnut tree which her son had planted in her garden. The Council felt it was not something they could undertake and a letter is to be sent by the Clerk. **Action: Clerk**

8. Noticeboard

Cllr Whitehead reported that he had received from Greenbarns the complete noticeboard which he had unpacked. He would install it as soon as possible.

Action: Cllr Whitehead

9. Bus Shelter

- 9.1 The Council wished to continue with their review of whether a second bus shelter was appropriate. Due to the considerable amount of time which was required to be given to the Local Plan, it was agreed that the issue of the bus shelter be put on the agenda for the next meeting. **Action: Clerk**
- 9.2 It was agreed that Cllrs Chater, Whitehead and Marriott would check the suitability of the site. **Action: Cllrs Chater, Whitehead and Marriott**

9.3 It was agreed that an acknowledgement should be sent to the co-ordinator of the petition for a second bus shelter, Ms Julie Law. **Action: Clerk**

10. Telephone box

Cllr Marriott reported that the co-ordinator of the working party (Mrs Follett) was away for an extended period. On her return and the approach of better weather, work will be organised. He has in hand requisition of materials. **Action: Cllr Marriott**

11. Website

Cllr Walsh had obtained various quotations for the management of a website but the quotations and the format of the website needed to be considered further. It was agreed that the matter should be put on the next Agenda. **Action: Clerk**

12. Youth Club building

12.1 The Clerk had received telephone contact from a resident who was keen to revive a youth group using the existing building. Cllr Whitehead had discussed the position with this resident and indicated the issues concerning the building.

12.2 It was agreed that the matter should be left in abeyance for those concerned to consider the issues which had been put in front of them and the matter is to be put on the Agenda for the Council's meeting in September. **Action: Clerk**

13. Report from the Planning Committee

There was nothing to report.

14. Report from the Playing Field Committee

14.1 Cllr Marriott had investigated the condition of the ropeway and replacement of three posts was required. **Action: Cllr Marriott**

14.2 Work will be needed to the concrete bases of the new bins to be installed. **Action: Cllr Marriott**

14.3 Cllr Whitehead had addressed the report from PC King as to the condition of the skateboard ramp equipment; Cllr Whitehead will deal with rectification. **Action: Cllr Whitehead**

14.4 Cllr Whitehead reported that there had been a meeting of the informal local group seeking to raise funds for better play equipment. It had been agreed that they would complete the application forms for grant funding but the Parish Council would oversee the application. The Council will make the purchase of the equipment. **Action: Cllr Whitehead & Clerk**

15. Report from the Finance Committee

The Chairman drew attention to the fact that the Annual Accounts reported £28,000 as being the brought forward sum for 2012/2013. The commitments entered into had reduced this figure by approximately £20,000. Due to the recent spending levels by the Council reserves had fallen from £36,000 to £20,000 in one year.

16. Report from the Sports and Social Club Committee

Cllr A. Malin reported that things were in order.

17. Report from the Village Emergency Committee

There was nothing to report.

18. Report from the Community Hall Committee

Cllr Loveridge reminded the Council of the Gnome Olympics event to be held on 14th July 2012 – registration on the 12th July.

19. Report from the School Governors

Cllr Pickford reported that there had not been a recent meeting – the next one is in July 2012 so there was no report.

20. Any Other Business

(a) A review of the list of committees and outside representatives together with the office of Deputy Chairman of the Council to be undertaken at the next meeting.
Action: Clerk

(b) The Clerk reported briefly the recent events surrounding the requirement for a new Code of Conduct to be adopted by the Parish Councils by 1st July 2012. A model draft had been now issued by WALC but it had arrived with him in the last 24 hours; at the same time, the Government had made it known that they expected Parish Councils to adopt the model Code of Conduct prepared by their local District Council. The Clerk advised that the model prepared by WDC was adequate for the Council but regrettably the WDC model had been issued only in the last week; the Clerk had forwarded a copy of it to Councillors at that time.

It was RESOLVED that the format of the Code of Conduct prepared by WDC be adopted by the Council.

(c) The Clerk tabled a NALC policy consultation document involving a Public consultation the Government had put out for the recording of the registration of footpaths. This document is not easy to follow but the Clerk had obtained supplementary information from the Internet. It was agreed that consultation documents should be put out to the Footpaths Overseer for his comments. The consultation period ends on the 6th August 2012.
Action: Clerk

Cllr Marriott undertook to review the matter also. **Action: Cllr Marriott**

21. Date of next meeting: Monday 30th July 2012

The meeting closed at 9.45 pm.

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

Chairman of the Parish Council