

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 24th September 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

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1. Apologies for Absence: none

2. Minutes of the Council meeting on 30th July 2012

The Minutes were approved.

3. Police Matters

A letter from the Police was tabled with a laminated display notice seeking residents to become 'Street Champions' (akin to Neighbourhood Watch Scheme). It was agreed that the documents should be passed to the resident in the Village who is responsible for co-ordinating Neighbourhood Watch. **Action: Clerk**

4. WCC & WDC Matters

4.1 In the absence of WDC Cllr Doody there was no report on either.

4.2 It was reported that £160 had been received from WDC as reimbursement for Jubilee expenses.

5. Matters Arising

5.1 Reference previous Minute 5.1, The Lodge was discussed; a letter was tabled from EHB Residential stating that the problems raised there had been resolved. It was noted that the wheelie bins had been removed from the public area but the hedge around the gardens still required serious trimming. It was agreed to chase the matter up. **Action: Clerk**

5.2 It was noted that the hedgerow to the pathway giving on to Southam Road had become overgrown again and needed early attention. It was agreed that the Chairman would follow it up. **Action: Cllr Chater**

5.3 Cllr Chater reported that arrangements for a plaque for the new bus shelter were not complete but he is pursuing the matter. **Action: Cllr Chater**

6. Finance and Accounts

6.1 The Clerk reported that the balance on the operating account at the bank is approximately £6,800 and the balance on the investment account at the bank is approximately £21,000.

- 6.2 A number of payments were approved including retrospective approval for the Chairman's action in authorising the payment of £300 to Mr Marriott for the excavation of the pond and retrospective approval of action taken by the Chairman and the Clerk incurring the fees of Thomas Fattorini for £50.57 for an additional bar to be fitted to the Chairman's chain to record the Chairmanship of Cllr Whitehead.
- 6.3 The Clerk tabled a list of amounts of regular donations to be considered. It was agreed to make a number of donations to parties who had previously had donations in past years as set out on the Approval of Payments List.
- 6.4 An exception to the above was the potential payment to the Church in the current year for the upkeep of the graveyard; it was agreed to put off consideration of this item until the meeting of the Council in February 2013.

7. Correspondence

- 7.1 There was tabled a letter, plan and schedule received from WCC identifying cuts in street lighting which were being implemented to save money and help the environment.
- 7.2 A notice had been received of the next AGM of WALC on 7th November 2012.
- 7.3 A letter of request had been received from WALC inviting comments on their newly designed website which had been up and running for the last few months.
- 7.4 Following insertion in the news section of the WALC report as to the installation of the bus shelter, the Clerk had received notice that the bus shelter had been put forward for a WDC design award. Regretfully a further letter had been received stating that the award had not been secured.
- 7.5 An email had been received from a resident in St Nicholas' Road (Matthew Bishop). Mr Bishop was enquiring whether there was any known local group galvanised to oppose the housing development in the Village; the Clerk had sent him a holding reply saying that the matter would be raised at this meeting. The Council are not aware of any other group dealing with development of the Local Plan. The Clerk is to inform Mr Bishop accordingly. **Action: Clerk**

8. Risk Management Analysis

A new form of Risk Analysis for 2012/2013 had been tabled and was unanimously approved.

9. Further Bus Shelter

- 9.1 A working party of three had examined the site. Cllr Marriott had devised the basis of a design. This will comprise a central pole with a roof structure similar to that of an umbrella. It would be made of steel cut out especially and could be galvanised. The pole will require foundations of about 4 feet deep.
- 9.2 It was thought that funding could be obtained from one source or another, in particular the Eastern Safer Neighbourhood.
- 9.3 It was recognised that consultation with the Highways Authority would be required and also planning consent from WDC.

- 9.4 It was agreed that Cllr Marriott would prepare a schedule of costings; the Council could take that further in their deliberations and also present the specifications to sponsors.

Action: Cllr Marriott

10. Telephone Box

- 10.1 Cllr Marriott reported that painting had been completed. This had been purposely done in the dry weather. He is in the process of measuring up for laminated glass and will install that as soon as weather conditions permit.

- 10.2 It was noted that considerable input into the scheme had been given by Mr Brian and Mrs Pat Follett and appreciation was due. It was agreed that a letter be sent to them on a formal basis thanking them on behalf of the Council for their hard work.

Action: Clerk

11. Website

- 11.1 Cllr Walsh reported back from her discussions with the Clerk to Cubbington Parish Council, who have a website.

- 11.2 The Cubbington website and that of another Parish Council at Adderbury is maintained by a semi-professional web master. An initial charge is made for setting up the website and it appeared that no further charge was made for hosting the website from year to year.

- 11.3 It was agreed that further enquiry should be made into the costings as it could be that there were further charges to be met.

Action: Cllr Walsh

- 11.4 Websites for the two parishes concerned can be found and examined.

Action: All Cllrs

12. Youth Club building

- 12.1 The Chairman reported that he had discussed the position with Judith Clarke who had been previously involved in the Youth Club. Discussion with her and enquiries had produced no positive response from any quarter as to utilisation of the building.

- 12.2 Cllr Whitehead said he would speak again with Mrs Powers who had expressed an interest in running a youth group.

- 12.4 Some discussion took place as to whether the building could be maintained in a comatose state for a number of years until a group showed interest but the overall cost to the Council of doing that was prohibitive.

- 12.5 It was agreed that a circular letter would be sent to potential interested parties and a notice displayed at the Community Hall and Social Club. This notice/letter would invite people to come forward to suggest plans for use of the building failing which, in the course of summer 2013, it will be demolished.

Action: Chairman

13. Report from the Planning Committee

There was nothing to report.

14. Report from the Playing Field Committee

- 14.1 Cllr Marriott had been carrying out a number of works in connection with the bins.
- 14.2 He pointed out that in Spring Lane the hedge requires trimming and he proposed to carry it out as no-one else was likely to come forward. This was agreed.
- 14.3 It was agreed that the position at The Lodge would be monitored.
- 14.4 The Chairman pointed out that there were various other places where paths were obstructed by growth. It was agreed that a standard letter to occupiers of land should be prepared so that such a letter could be issued as and when required.
Action: Chairman & Clerk
- 14.5 It was noted that there was currently a problem with overflowing bins which was perhaps due to slow clearance and it was agreed that the Chairman would monitor the position.
Action: Cllr Chater

15. Report from the Finance Committee

- 15.1 There was nothing to report save that the Clerk confirmed that for security purposes a memory stick had been compiled of all the Minutes produced on paper since he took up office. The object being to keep this record separate from his computer in case of any disaster occurring to it. It was agreed that the memory stick would be in the custody of the Chairman.
- 15.2 The Clerk reported that he was in the process of carrying out a similar exercise with regard to accounting information stored on his computer.

16. Report from the Sports and Social Club Committee

Cllr A. Malin reported he had not been able to attend a recent meeting of the Committee of the Social Club so there was nothing to report.

17. Report from the Village Emergency Committee

- 17.1 Cllr Edwards reported that she had considered the email correspondence between the Clerk and Michael Enderby of CSW Resilience Team. This appears to be a trading arm of Coventry City Council, Solihull Metropolitan Council and WCC. She expressed the view that Mr Enderby's lengthy email discussed structure and procedure but did not specifically say what services could be rendered. It was agreed she would enquire further.
Action: Cllr Edwards
- 17.2 It was agreed that Cllr Edwards would investigate with WDC what structure had been put in place following the departure of Mick Potter earlier this year.

18. Report from the Community Hall Committee

- 18.1 Cllr Loveridge reported that considerable work had been carried out to the Hall by way of repairs to the roof, boiler and heater in the kitchen. The approximate cost of these items is likely to be about £1,000.
- 18.2 It was felt by the Hall Committee that charges for booking it would have to be increased in the foreseeable future and this is to be reviewed.

19. Report from the School Governors

Cllr Pickford reported that the next meeting of the School Governors is on 27th September next so she had no report to hand. She anticipates giving a full report at the next Council meeting.

20. Any Other Business

- (a) Cllr Walsh indicated that she was willing to stand as Deputy Chairman for the forthcoming year. It was proposed by Cllr Whitehead and seconded by Cllr J Malin that she be elected; this was unopposed.
- (b) The Chairman reported on his enquiries concerning a defibrillator. He had had contact with Paul Rowland who is part of an organisation which supplies services for defibrillators. It is not clear how he funded his organisation, it could be he was looking for donations.

Cllr Chater said there were two people in the Village who were interested in dealing with the scheme.

The estimated cost of the necessary kit would be about £3,000.

It was agreed that Mr Rowland would be invited to speak to the Council at their meeting in November 2012. Provisionally this was fixed for a 7 pm start and a number of invitees would be asked to come along, comprising a selected audience of people who could be interested in operating the service.

Action: Cllr Chater

- (c) The Clerk reminded all Cllrs that the next Council meeting was on the 29th October and that the Chairman of WDC, Cllr Michael Kinson, will attend this meeting. It was agreed that refreshments would be provided.

21. Date of next meeting: Monday 29th October 2012

The meeting closed at 8.45 pm.

Signed.....

Date.....

Chairman of the Parish Council