

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 26th April 2010 at 7.30 pm.

Present: Councillor J M Whitehead (in the Chair), Cllr J Hodder, Cllr Mrs J Loveridge, Cllr A J Malin, Cllr Mrs J P Malin, Cllr H E Marriott and Cllr Mrs F M Walsh

1. Apologies for Absence Cllr D E Chater, Cllr Mrs J A Edwards and WDC/WCC Cllr Doody

2. Minutes of the last meeting

The Minutes of the last meeting were approved after some discussion about paragraph 13.2. It was agreed that Cllr Hodder would prepare a redraft of the paragraph and it would be incorporated into the Minutes. **Action: Cllr Hodder**

3. Police Matters

3.1 There was no Police report and no officers in attendance. The Clerk tabled two emails received from the Police by way of newsletters.

4. WCC & WDC Matters

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

5. Matters Arising

5.1 There were none other than those dealt with under other headings.

6. Finance and Accounts

6.1 The Clerk reported that the investment account stands at approximately £35,300 and the operating account stands at approximately £4,600.

6.2 The Council approved a number of payments including a charge by the Clerk's office for office support services.

6.3 The Clerk reported that he had recently attended one of the regular branch meetings of the society of Local Council Clerks. A talk had been given by Mr Atkins of Clement Keys, External Auditors to the Parish Councils. He had emphasised the need for proper instruction of internal auditors now, following on the guidelines given by the Audit Commission. It was not sufficient to hire an internal audit on an informal basis from year to year. He had supplied clerks with a template of a suitable letter of instruction.

- 6.4 It was agreed that the proforma letter would be used by the Clerk to instruct Mrs Louise Best to carry out the internal audit this year. **Action: Clerk**
- 6.5 The Clerk reported that the inputting of the accounts had been completed recently so he was in a position to send the papers in the usual way to Mrs Best fairly soon. He had been assisted in the inputting by Mrs Carolyn Talbot, as before.
- 6.6 The Clerk reminded the Council that the accounts must be approved before submission to the External Auditors no later than the 30th June so he hoped to have them back before the Council for approval on the 17th May. **Action: Clerk**

7. Correspondence

- 7.1 The Clerk reported that he had put up a notice on the notice board concerning the meeting on the 28th April 2010 chaired by Cllr Doody to review the new high speed train track.
- 7.2 The Clerk reminded everyone there is a briefing event for all chairmen and aspiring chairmen being run by WALC on Saturday 12th June 2010. There were no takers.
- 7.3 The Clerk had been delegated the task of putting up notices in relation to the General Election on 6th May 2010 to which he had attended.

8. CCTV at the Post Office

- 8.1 In the absence of Cllr Chater, the Clerk reported that, with Cllr Chater, he had prepared a draft of a letter to the Postmaster approving the quotation for CCTV camera in addition to the existing one on the premises. He had not heard anything further from the Information Commissioner.
- 8.2 As the project concerning the disabled persons ramp was not going to go ahead, Cllr Chater had returned to WDC a cheque for £3000 which had been advanced by WDC towards the cost of the ramp.

9. Website

- 9.1 Cllr Walsh said the website should be up and running soon but the immediate question was what to put on it. It only has a limited number of pages and she welcomed ideas from all concerned. The Clerk suggested that a list of the Council's meeting dates could be put on the website together with a list of the Councillors. He suggested that Councillors might like to have their photographs on the website as well but this was declined.

10. Telephone Box

- 10.1 The Clerk reported that he had been in touch with Peter Cutts at WDC as to whatever consent was required from the District Council to abandoning the telephone services. As the correspondence with BT

implied that before the telephone services could be cut, the concurrence of WDC was called for. This was presumably to check whether WDC saw, from a global point of view, a need to maintain telephone services. It was agreed to wait for a report back from Peter Cutts and the Council felt that the matter of the acquisition of the telephone box from BT should be undertaken without delay. **Action: Clerk**

11. Notice board

The Chairman said he had not had enough time to view the matter as he said would do. He had a considerable number of brochures, prices and pictures of notice boards and would give the matter further attention. It was generally agreed that a larger notice board was at least required because the present one is inadequate to take all the notices when there are a lot of them at one time. **Action: Chairman**

12. Bus shelters

- 12.1 Cllr Hodder reported on his enquiries as to the bus shelter. Three types are available in wood, steel and aluminium. The relative costs were approximately £8,900, £3,324 and £2,900 respectively.
- 12.2 He had measured the lay-by at 11 metres long. All the shelters would have toughened glass. One thought was to have a shelter with its open side facing away from the road so that the frame and wall of the shelter would face the traffic and would keep spray from the people waiting at the bus stop.
- 12.3 He had to submit a plan of the scheme to WCC for notice on adjoining householders. He had not thought it appropriate to do that until he had obtained quotations for the cost. He also found out that WDC might support with a contribution.
- 12.4 It was agreed that the matter should be pursued. **Action: Cllr Hodder**

13. Memorials

- 13.1 The Chairman said he had not heard anything further from Sunny Dillon's family. He was awaiting their response.
- 13.2 It was felt that a decision on the Lil Lay memorial could perhaps wait until the Church was renovated and open for services. It was also felt that the memorial to Mrs Lay could be combined with the feeling in the Parish Council that a donation to the Church restoration would be appropriate.
- 13.3 The Clerk suggested an example might be to make a substantial donation for the purchase of a new organ for the Church but to identify the donation and the organ as having been presented in memory of Mrs Lay. This would be fitting as Mrs Lay played a large part in the life of the Church as well as the Parish Council. The matter is to be given further thought.

14. The Sports and Social Club Committee land application

- 14.1 A letter had been received from the Sports & Social Club asking to purchase a piece of land outside the front of the Club from the Parish Council. This would be for the purposes of creating what might be called a beer garden. This would be an open area where members could drink and smoke in the open air. There was considerable debate about this as a similar suggestion had been raised in the past and rejected.
- 14.2 Some Councillors thought it would be beneficial as the Village needed livening up with a better social centre; other Councillors felt that it would draw objection from local residents and form a focal point for unruly behaviour in the Village youth who had nothing to do with their time.
- 14.3 Generally it was felt wrong for the Parish Council to sell the land and, in any event, the Clerk cautioned against doing that even if the idea of an open area was accepted in principle.
- 14.4 The Clerk queried whether it was appropriate for the Parish Council to sell land in this way and he said he would look into the principles relating to the sale of land. **Action: Clerk**
- 14.5 The Clerk suggested that one way of dealing with the application would be to grant a lease to the Club which would have a fixed term, or a licence which could be granted from year to year and called in if there were problems. This is to be given further thought.

15. Report from the Planning Committee

There was nothing to report save a circular issued by the Chief Planning Officer at WDC, John Edwards, as to the new consultation process for planning applications. Basically, consultation will be issued via email and formal papers will no longer be sent out. For review – Action: Cllr Walsh

16. Report from the Playing Field Committee

- 16.1 Cllr Whitehead said there was nothing to report.

17. Report from the Finance Committee

There was nothing to report in addition to that already reported in these Minutes.

18. Report from the Sports and Social Club Committee

There was nothing to report in addition to item 14 above.

19. Report from the Emergency Planning Committee

In the absence of Cllr Edwards, there was no report but it was noted that a draft revision of the Emergency Scheme was being circulated amongst Councillors and was currently with Cllrs Malin.

20. Report from the Community Hall Committee

Cllr Loveridge reported that it was doing well; the enquiry into rats in the roof had reported nothing amiss. The only recent issue of concern was the large bill for work done for a review of the electricity.

21. Report from the School Governors

There was a further debate about recruitment of a new Parish Councillor who would take up duties of School Governor.

22. Report from the Youth Club Committee

23.1 Cllr Whitehead reported that he had had an enquiry from a local youth organiser / leader who had shown an interest in taking over leadership of the Youth Club. This is to be further looked into. **Action: Chairman & Clerk**

23. Any Other Business

- (a) The Chairman said that while reviewing the question of rent payable by the football teams, he thought it was a good idea to get them to clear up the mess on the football field in exchange for not paying any rent. He would put it to them and report back. **Action: Cllr Whitehead**
- (b) The Clerk reminded those concerned that the next meeting of the Council should deal with the election of a chairman and vice-chairman and members of standing committees. **Action: Clerk**

24. Date of next meeting: Monday 17th May 2010

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

Chairman of the Parish Council