

# **RADFORD SEMELE PARISH COUNCIL**

## **MINUTES**

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 29<sup>th</sup> November 2010 at 7.30 pm.

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

**In attendance:** PC 05226 Mike Everall

**1. Apologies for Absence:** Cllr J Hodder, Cllr A J Malin and Cllr Mrs F M Walsh

**2. Minutes of the last meeting**

The Minutes of the last meeting were approved and signed.

**3. Police Matters**

3.1 PC Everall said he was in attendance following correspondence with the Clerk. The first issue was an incident concerning the CCTV at the Post Office; he said, despite extensive search, the Police had not found a record of a report of this matter. It related to a car being broken into in the street and the issue of whether the CCTV had recorded the break-in. He said that if the victim had reported the incident to the Police a crime number would have been allocated so this could now be quoted to enable the Police to trace the matter (if there was a crime number).

3.2 Cllr Chater said that the other point that had been raised by the Clerk was that the Council had been concerned over many months with a lack of interface of the Council with the Police. He appreciated that manpower dictated against attendance at Council meetings by police officers on every occasion but the Council felt that there could be a more positive liaison between the two bodies. PC Everall said he would take the sentiments back to his Team and hoped that the liaison would improve in future.

3.3 He was asked about the effectiveness of speed cameras in the Village. A tracking device had been in the Southam Road on many occasions but the question was whether it was effective in calming speed overall. PC Everall was asked to supply statistics about prosecutions and he said he would check with the Traffic Prosecutions Office and supply feedback to the Council.

3.4 The Chairman raised the issue of calming traffic in Offchurch Lane by one means or another. The Council had been advised that there was not enough money available at the Highways Dept for traffic humps or lighted repeater signs being installed in Offchurch Lane; there was a serious problem of driving along Southam Road and accelerating into Offchurch Lane to get out of the Village or coming from the canal direction and failing to slow down. PC Everall said there had been two or three police sessions in Offchurch Lane for checking speed. It was

agreed that a police van would be installed again, probably near the 30 mph sign on the entry to the Village from the direction of the canal.

- 3.5 Cllr Edwards raised the question of vandalism and burglary on tenants' huts on the St Mary's allotments on the Radford Road. PC Everall said that the problem there was that many tenants did not trouble to report matters to the Police so the Police had no official awareness of them. He reiterated that victims of crime should report the matter to the Police so that it got official recognition and a crime number. If such matters were not reported then the Police were unaware there was a problem.
- 3.6 He said that his Team's details, based at Kenilworth Police Station, could be made available to all the Councillors and the Clerk. At the same time the Clerk could supply email addresses for all the Councillors to him so his office could provide news to all the Councillors. Hitherto the general newsletter he produced each fortnight approximately had come to the Clerk but this could be sent direct to the Cllrs on issue.
- 3.7 It was agreed that the Clerk should liaise with PC Everall to supply the email addresses. The Police email address is to be supplied to all Cllrs.  
**Action: Clerk**

#### **4. WCC & WDC Matters**

In the absence of Cllr Doody, there were no reports.

#### **5. Matters Arising**

- 5.1 Cllr Marriott suggested that a fresh tree be installed instead of the one referred to in the last Minutes which was in a state of decay. This could then be identified as a memorial to Sunny Dhillon. Councillors agreed with the suggestion that a form of plaque be attached to the tree. This would be paid out of the collection for a memorial. Cllr Marriott will investigate a suitable plaque which is going to be weatherproof and vandal proof.  
**Action: Cllr Marriott**
- 5.2 The Clerk raised the question of speed calming stickers to be put on wheelie bins in the main road (which project was in care of Cllr Walsh). It was agreed that this item would be put off until the January meeting so that Cllr Walsh could speak to it.  
**Action: Cllr Walsh**

#### **6. Finance and Accounts**

- 6.1 The Clerk reported that the grant of £562.50 from WDC for the CCTV camera had been received.
- 6.2 The Clerk reported that the current balance on the investment account is approximately £46,000 and the current balance on the operating account is approximately £4,800.
- 6.3 A number of payments were approved by the Council including an interim payment of the Clerk's salary and a refund to Cllr Whitehead for the cost of purchase of a grit bin to be installed in The Valley.

6.4 The Clerk stated that shortly he would produce printouts for the half year completed accounts so that the Finance Committee could approve a Budget and Precept Report before the next meeting of the Council in January.  
**Action: Clerk**

6.5 Council briefly debated whether an increase should be sought in the Precept and it was decided that, in view of the economic climate and the Council's reserves, that no increase in the Precept should be sought.  
**Action: Cllr Chater & Clerk**

## **7. Correspondence**

7.1 The Clerk had received a circular email from the National Bee-keeping Centre at Stoneleigh Park inviting the Council to encourage local people to become bee-keepers.

7.2 The Clerk had received a circular email from an organisation called Arts On Our Doorstep – this is to encourage local people in taking an interest in the arts, particularly in physically engaging in arts projects.

7.3 The Clerk had received an unsolicited email from consultants in website construction.

7.4 The Clerk had received an invitation from WALC for councillors to attend the next meeting of the Warwick area on 17<sup>th</sup> January 2011 (this is a new group for liaison between local councils in the Warwick area).

7.5 The Clerk had received from WDC notice that the next UK census will take place on 27<sup>th</sup> March 2011. The Area manager is looking to recruit part-time staff to carry out the work.

7.6 The Clerk had received from WCC details of the winter gritting service of the highways with a map showing the layout (this was circulated).

## **8. Public Insurance Review**

8.1 The Clerk reported that EON Insurance brokers had now advised that there was an additional premium to pay in respect of the telephone box. They had confirmed that the public liability cover remained the same but there was a specific charge for preservation of the asset.

8.2 There was a general discussion about insurance cover and the need for the Chairman and the Clerk to consider which items should be regarded as assets for the purposes of reporting to the underwriters, Allianz Insurance. In the light of developments with the Youth Club building, (see below) a schedule of all the trees on the Playing Field proposed by Cllr Marriott (tabled), it was felt that the definition of the Council's assets for insurance purposes should be reviewed.

8.3 The Clerk reported that at the Clerks' Conference in October he had met up with an exhibitor at the Conference who was a specialist in insurance broking for local authorities. The Clerk was impressed by their apparent efficiency and suggested that a quotation be obtained from them which

might be more acceptable to the Council than the existing arrangement with Allianz / Eon.

**Action: Clerk**

8.4 It was agreed that the current insurance cover held by the Council would be reviewed when the Clerk had completed enquiries as above.

8.5 Cllr Marriott raised the issue of the pond recently excavated. He said that a fence had been installed around it and the gradation of the sides of the pond was sloped so that it was unlikely that someone getting over the fence and into the pond would drown. It was installed already and a notice stating that there was "Deep Water". It was thought that this might be a point to raise with the insurers.

**Action: Clerk**

## **9. Risk Management Policy**

It was resolved that the Clerk's Risk Assessment Report of 27<sup>th</sup> September 2010 be accepted with the exception of paragraph 8 relating to the CCTV system. As this is in the hands of private management, it is not a matter for the Council. It was however agreed that it should be incorporated with the risk review of the trees as devised by Cllr Marriott.

## **10. Declarations of Interest by Councillors**

The Chairman said this had been raised by Cllr Walsh as a matter to be reviewed by the Council but in her absence it was agreed to put this on the Agenda for the January meeting.

**Action: Clerk**

## **11. The future of the Youth Club building**

11.1 The Chairman reported that a small group of people involved in the football club were interested in taking over the Youth Club building for football use. He had explained to them that they must present firm proposals to the Council and the Council would have to consider its own position in relation to their occupancy.

11.2 The Clerk advised that if the building was demolished (as contemplated) that would be one matter but if the building was maintained but occupied by someone other than the Council, the insurance position should be reviewed and the parameters of the occupancy should be clearly defined.

11.3 The Chairman pointed out it was a difficult issue; these people might spend a considerable amount of money on refurbishing the Youth Club but this would have to be at their risk.

11.4 The Chairman will report back to the Council when these people have come forward with a definite proposal.

**Action: Chairman**

## **12. Sports & Social Club land application**

The Chairman reported that he was still waiting to negotiate details of the proposal with the Chairman of the Sports & Social Club. The matter is to be put on the agenda for the January meeting.

**Action: Clerk**

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

- 13.1 In the absence of Cllr Walsh, there was no report of any planning applications.
- 13.2 The Clerk reminded the Council that there was a legal obligation to maintain a planning register; under present arrangements he had no knowledge of any planning applications, either currently pending or concluded. It was agreed that a review of the procedure including the Planning Register be put on the agenda for the January meeting.

**Action: Clerk**

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

- 14.1 The Clerk tabled the ROSPA report prepared by Play Safety based on an inspection in September. The Chairman said that the pair of items advised in the report had either been undertaken before publication of the report or would be dealt with in the near future.
- 14.2 The Clerk reported that he had brought back from the Clerks Conference details of two items that might be of interest to the Playing Field Committee as a way to introduce novel equipment there:
- the company that specialises in fitness equipment, similar to gym equipment but suitable for outside
  - a company which markets a wall game with a points scoring mechanism so it is competitive (but vandal proof)

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

There was nothing to report in addition to the above.

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

In the absence of Cllr T Malin, there was no report.

### **17. Report from the Emergency Planning Committee**

- 17.1 The Clerk drew attention to details of two families mentioned in the new Guidelines prepared by Cllr Edwards who were no longer appropriate people to be included in there. Cllrs were asked to delete them from their copies.
- 17.2 There was discussion about inviting Mr Mick Potter of WDC (Emergency Department) to attend a Council meeting and what he should be asked to talk about. It was agreed that he should be invited to attend the February meeting of the Council and in the interim a subject should be considered for him to speak to.

**Action: Cllr Edwards**

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

Cllr Loveridge reported nothing amiss. The AGM is shortly to take place. Items of work which needed doing have now been completed.

**19. Report from the School Governors**

The Clerk reported that he had received confirmation from the appropriate quarter of WCC that a representative of the Council on the Board of School Governors did not have to be a councillor but could be anyone with sufficient authority from the Council to act.

**20. Report from the Youth Club**

There was nothing to report in addition to item 11.

**21. Any Other Business**

- (i) It was noted that the bins near to the shops in the Village were regularly overflowing and agreed that the Clerk should make a formal request to WDC to have them emptied more efficiently. **Action: Clerk**
- (ii) There was discussion about a complaint concerning parking on the grass verge in Offchurch Lane which was reconsidered (from the last Council meeting). As a complaint from only one householder had been received, it was agreed that in view of the isolated nature of this complaint it was inappropriate for the Council to take action under the parking bye-laws.
- (iii) All Cllrs and Clerk expressed to Cllr Janet Malin their good wishes for Cllr T Malin's early recovery (he is still in hospital after emergency attention).

**22. Date of next meeting: Monday 31<sup>st</sup> January 2011**

Signed.....

Date.....

**Chairman of the Parish Council**