

# RADFORD SEMELE PARISH COUNCIL

## MINUTES

A meeting of the Parish Council was held on Monday 25<sup>th</sup> July 2022 at 7.30 pm in the Community Hall, Lewis Road, Radford Semele.

**Participants:** Cllr S Sabin (in the chair), Cllr D Carter, Cllr A J Dempsey, Cllr B Follett, Cllr A T Hitchcox, Cllr Mrs J P Malin, Cllr Munn and Cllr J Sudbury.

### 1. Apologies for Absence and Declarations of Interest

Apologies for absence were received from Cllr B Friar (holidays), WDC Cllr Mrs Leigh-Hunt (WDC meeting) and WCC Cllr Redford (holidays). Cllr Carter tabled a declaration of interest in respect of the Agenda item for 50 Southam Road.

### 2. Approval of the Minutes of the Council meeting on 27<sup>th</sup> June 2022

The Minutes of the Council meeting on 27<sup>th</sup> June 2022 were approved subject to a small alteration in para 17, proposed by Cllr Dempsey and seconded by Cllr Sudbury.

Mrs Barbara Wyatt had given previous notice to address the Council and then did so; she has a quantity of trees for which she needs to find a setting. She asked the Council to make suggestions as to where they might be put. Cllr Follett explained that the current proposals for enhancing the Playing Field are being made in conjunction with the Warwickshire Wildlife Trust and funding by Severn Trent Water. Negotiations with those bodies are in progress. A discussion ensued without any conclusion but it was AGREED that Cllr Hitchcox will assist Mrs Wyatt to find suitable sites.

**Action: Cllr Hitchcox**

### 3. Matters arising from the Minutes of the Council meeting on 27<sup>th</sup> June 2022

- a. There was no news from Highways Dept on review of the incline in Lewis Road/The Valley.
- b. Not constituting a complaint, the Clerk noted that he had not yet received from FoRGE a draft of the proposed application to Severn Trent Water for funding in respect of canal access.
- c. The Clerk had reported uneven paving slabs outside the shop following an accident suffered by a resident but he had not yet received a response from Highways Dept.
- d. Cllr Carter asked whether there was any update on repairs to School Lane; the Clerk said he had received via WCC Cllr Redford a copy of a letter to him from Mr Chohan at Highways Dept (Operations Manager) that the Dept hoped to bring forward from the planned date of half term in October 2022 the works to an earlier date but this had not yet been fixed.
- e. Cllr Munn asked for an update on Footpath W123; the Clerk said he had sent a reminder to Mr Barnard at WCC Footpaths Dept asking for a positive response to the Clerk's email in May but had not received a reply. It was observed by Council that a few weeks ago there had been some form of fracas between a resident and the occupier of 9 Lythall Close.

### 4. Speedwatch update

Cllr Munn had tabled a report dated 24<sup>th</sup> July and spoke to it. He said an increase in recruitment for his team meant that now 8 of the volunteers are qualified to operate the laser device. This will make it easier to field teams of 3, each headed up by a qualified person. His report revealed that a total of 15 vehicles had been reported for exceeding the speed limit – the benchmark being speeding in excess of 34mph. They had observed between 150 and 200 vehicles.

### 5. Traffic management issues

1. The Clerk reported that no response had been received on behalf of the WCC team who attended the meeting with members of this Council on 21<sup>st</sup> January 2022, despite a promise being made by made Mr Barlow of WCC to that effect. It appears that the person responsible for putting together a

response is Mr Shail Chohan who is the senior Operations Manager. The latter had written to the Chairman and Clerk stating that a detailed response will be presented but it had not yet been received.

2. The Clerk said that he had supplied to WCC Cllr Redford, a copy of the Tom Head report as requested by him but no detailed response had been received from Cllr Redford.
3. Indirectly the Clerk had been advised by Cllr Redford that his suggestion that this Council should organise a traffic count survey to substantiate the need for street improvements.
4. The Chairman referred to a report received from PC Ed King on recent community forum policing priorities for the period April – July 2022. There is reference in the document to school safety, parking patrols by the Police in respect of the area around the School.
5. The Chairman reported in detail on his investigation concerning the construction of a pedestrian crossing at Ufton; this is being financed by HS2 and constructed for their benefit to enable movement of heavy machinery. However he submits that the location of the pedestrian crossing in respect of neighbouring road junctions and sight lines is a good precedent for this Council's argument that a similar pedestrian crossing could be installed on the A425 by the bus stop at the junction of Lewis Road. It was AGREED that the Chairman and the Clerk will compose a suitable written note to go to WCC Highways Dept flagging up this example. He then pointed out that Section 106 money was available to cover the cost of a pedestrian crossing so in effect it would not be a cost burden on WCC.  
**Action: Chairman and Clerk**
6. In the course of the above, the Chairman reviewed (and other Cllrs joined in) the overgrowth of hedgerows on the A425 from the junction of Lewis Road in the direction of Southam; it was AGREED that the Clerk would write to specific householders requiring them to cut back their hedgerows.  
**Action: Clerk**
7. Cllr Hitchcox added that the hedgerow outside Ashley House is now overgrown again and requested that the Clerk write to them. It appears that the Clerk's previous letter had the effect of them cutting back the hedge which now overshadows the pedestrian bollard arrangement at the junction of School Lane and the A425.  
**Action: Clerk**

## 6. Section 106 and CIL issues

The Clerk had no further news on funding for the canal access (see above) but he had had a response from Helen Hancox regarding The Cricketers Funding Letter. She says she is in the process of redrafting the letter to incorporate the points made by this Council and with which WDC agree in principle. She indicates that the Clerk will receive the draft in the next week or so.

## 7. Warwickshire County Council – update report

In the absence of WCC Cllr Redford, there was no report.

## 8. Warwick District Council – update report

In the absence of WDC Cllr Mrs Leigh-Hunt, the Clerk outlined information distilled from her notes as follows:

- a. WDC and SDC are to continue joint working at officer level; a number of staff are working for both authorities at the same time on the Local Plan and other issues.
- b. The expectation of politicians in both district councils is that this operation will save expense and costs and help with the integration of staff; there is currently a shortage of qualified and experienced staff as commercial firms are able to offer better salaries and prospects than local government.
- c. WDC has determined that the climate action part of the Council tax which will be levied on the public will be ring fenced. WDC is working towards elimination of single use plastics and cooperating with businesses to reduce the use of plastics.
- d. The leisure projects at Kenilworth (Abbey Fields and Castle Farm) are now proceeding.
- e. Improvements have been made to play equipment in the town parks.  
Cllr Carter asked the Clerk to take up with Cllr Mrs Leigh-Hunt the issue of supply of food caddies under the new arrangements beginning on 1<sup>st</sup> August; there appeared to be uncertainty how members of the public could obtain their food caddies which are an explicit unit detailed in the

brochure which WDC /SDC have issued. Cllr Munn also queried what the proper procedure for disposal of boxes and rubbish bags would be. **Action: WDC Cllr Mrs Leigh-Hunt**

## 9. Telephone box

In the absence of Cllr Musa, there was no update on the telephone box project.

## 10. Review of Risk Management Procedure

The Council agreed with the Clerk's proposal that the review of Risk Management Procedure should be put off until the September meeting when it was hoped that Cllr Friar would be present and able to speak to it.

## 11. Financial Matters

1. The Clerk reported on the bank account balances – the investment account holds approximately £86,000 (a considerable portion of which is ring fenced) and the operating account currently holds £2,800.
2. The Council authorised a number of payments as per the list circulated by the Clerk proposed by Cllr Sudbury and seconded by Cllr Hitchcox.
3. In the last few days, the Clerk had received a response from the External Auditor pointing out that there was an inaccuracy in the AGAR form; the Clerk said this was a minor issue which he has put before Cllr Friar. The two of them will review the enquiry and respond to the External Auditor accordingly. It is anticipated by the September meeting that the matter will be closed.
4. The Council agreed with the Clerk's proposal that consideration of the Internal Audit Control Document should be put off to September when it is hoped that Cllr Friar will be present and speak to it.

## 12. Correspondence

- a. As discussed at the previous meeting, the Clerk had now received satisfactory documentation from SWFT to use the Playing Field for 'It's a Knock About' event on 3<sup>rd</sup> September 2022; it was AGREED that this organisation should have permission to proceed.
- b. Following a complaint by a resident, the Clerk had his attention drawn to human faeces in the bus shelter at the time of the extremely hot temperatures which was most undesirable; he had since been pressing the Pollution Control Dept of Environmental Health at WDC to have the bus shelter cleaned. He had received an email today apologising for the delay as it appears that contractors had failed to follow up instructions received in the last few days; hopefully the matter will be soon dealt with.
- c. The Clerk had sent an exploratory email to the management of The White Lion to show goodwill and enquire whether the management were content with the defibrillator which is fixed to the back wall of the pub. He received an amicable response from the general manager which augured well for the future. Cllrs are invited to go and partake of refreshments there.
- d. The Chairman referred to a circular he had received from WALC inviting Member Councillors and Clerks to attend the Warwick Area meeting to be held, via Zoom, on the 27<sup>th</sup> July. An officer from Warwickshire Fire and Rescue Services would be giving a presentation on the Community Risk Management Planning Process. A consultation document has been circulated to Councils. The closing date for forwarding views is the 25<sup>th</sup> September. The Chairman stated that he proposed to attend. The emphasis is on emergency planning which links back to the emergency planning policy created by Cllr Sudbury a year or so ago.
- e. Warwickshire Town and Parish Councils and WCC Reference Group are holding a meeting, via Teams, on 12<sup>th</sup> October 2022 which will focus on a practical session on highways, covering areas such as road safety concerns, street lighting, dropped kerbs, gritting routes, reporting potholes and a lengthsman service. As many of these items are of a concern to this Council, It was AGREED that Cllr Dempsey, Cllr Hitchcox, and Cllr Sudbury would attend the session with the Chairman. The Clerk already indicated that he is likely to be abroad on that date so cannot attend.
- f. The Chairman reported that he had attended a WALC, (Zoom), presentation on Civility and Respect. The foundation of this session emanates from the scandal concerning Jackie Weaver and originated

from the bad relationships between councillors on the same council. It also dealt with the giving and receiving of respect when dealing with members of the public.

- g. A circular letter had been received by the Clerk from CPRE asking for support from parish councils in Warwickshire to object to a planning application which is currently before Stratford District Council. This is an application to create a live animal zoo at Long Marston Airfield. After discussion, the Council considered that this is related to a planning application outside the area of this Council's area. It was not appropriate for this Council to get involved.

### 13. Planning Matters

1. W/15/1635 – 56 Southam Road (ongoing)
2. Canalside DPD Consultation (ongoing)
3. SDC22/00001 – Middle Rd Farm, Middle Rd, Harbury (Solar Farm) (ongoing)
4. W/22/0493 – The Leasowes, House & Cottage (ongoing)
5. W/22/0514 – 2 St. Nicholas Road (now granted)
6. W/22/0789 – 13 Williams Road (now granted)
7. W/22/0853 – 6 Williams Road (ongoing)
8. W/22/0899 – 50 Southam Road (Cllr Carter withdrew from the meeting in view of his interest – the land which is the subject of the application borders his own property. Cllr Mrs Malin said the opinion of the Planning Committee was that there was really no objection to the application so it was agreed that she would file a note to that effect)
9. W/22/1051 – 11 Wilkes Drive (the Planning Committee felt there was no reason to object this application so Cllr Mrs Malin will lodge a note to that effect)

### 14. Website

In the absence of Cllr Friar, there was no update but the Clerk reported that Cllr Friar had prepared a paper outlining tentative proposals for the future which he had circulated to the Media Committee; they had not met to discuss it. It was AGREED to leave this matter until September.

### 15. Update on the Playing Field

1. Cllr Follett reported that one of the trees at the rear of the Playing Field had died and one needed to be replaced but it was very pleasing that Henry Marriott had been making efforts to water all the plants on the Playing Field during the very hot weather. Cllr Follett's opinion is that the pear tree is going from strength to strength and should in the future be an asset to the Playing Field.
2. He raised the question of a suitable plaque for the Jubilee tree; Cllr Sabin had previously looked at this but found an unsatisfactory specimen; it was thought that a stainless steel plaque would be the suitable item and AGREED that the Chairman and Cllr Follett will investigate this.  
**Action: Chairman & Cllr Follett**
3. The Clerk raised the question of the proposal by a resident to have a picket fence at the rear of the Community Hall; it appears that progress on this matter is dependent upon an application for funding which is in progress.
4. Cllr Follett said he was mindful of the need to issue fresh instructions to the tree surgeons to tidy up the tree outside the shop and there are also other trees on this Council's land at the Playing Field where there could be an issue as to overhead wiring. He will obtain quotations for dealing with these trees and report back.  
**Action: Cllr Follett**
5. He said that discussions with Warwickshire Wildlife Trust and Severn Trent Water were ongoing; the Clerk had recently examined in detail the draft agreement proffered by WWT and following that Cllr Follett had written back to them with a large number of queries raised by the Clerk.
6. The Chairman, Cllr Hitchcox and others had raised their concerns about the positioning of paving slabs at the rear of properties in Lay Gardens and the depositing of rubbish beyond the boundaries of those properties. It was considered that warning letters should be sent to a number of the householders when using the rear of their properties in this way. It was AGREED that the Chairman would identify these specific properties and the Clerk would write to the residents accordingly. **Action: Chairman & Clerk**

- Following the above, there was discussion as to improvement of the terrain at the rear of these houses with cutting back brambles and overgrown trees and the possible installation of a boundary fence to mark the edge of this Council's boundary of the Playing Field.

**16. School Matters**

Cllr Sudbury reported on the progress at the Sunbeams building. There is also work being carried out to the garden.

**17. Report on the Community Hall**

Cllr Mrs Malin reported that 6 new recruits to the Hall Committee had been acquired which was really good news on distribution of work. Mrs Pat Follett has resigned her position as chairman. The Hall Committee thinks the resurfaced car park is an impressive site for visitors.

**18. Update on Sports & Social Club**

There was no substantive report on the Sports Club but a significant feature is that the steward, after many years of faithful service, is due to retire so a recruit will have to be found.

**19. Any other business**

- The Clerk sought authority to incur a fee for attending one of the business days of the SLCC conference in November; this was AGREED, proposed by Cllr Sudbury and seconded by Cllr Carter.
- Cllr Mrs Malin raised the issue (previously discussed) as to the installation of a further defibrillator alongside the wall of the Community Hall; this would not be in substitution of the one at The White Lion PH but an extra one. The Clerk pointed out that grants are available and it was AGREED that Cllr Sudbury would investigate the matter. **Action: Cllr Sudbury**
- The Clerk asked those Cllrs who had not yet given him completed declaration forms under the new Code of Conduct should do so fairly soon as he was being pressed by WDC to file them there. Some Cllrs had already supplied them and he would issue a circular to all as to whose forms were still outstanding. **Action: Clerk**

**20. Date of next Council meeting**

The next meeting will be on 26<sup>th</sup> September 2022. This meeting closed at 9.17 pm

Signed.....  
**Chairman of the Parish Council**

Date.....September 2022

Counter signed.....  
**Clerk to the Parish Council**

Date.....September 2022