

# RADFORD SEMELE PARISH COUNCIL

## MINUTES

A virtual meeting of the Parish Council was held on Monday 30<sup>th</sup> November 2020 at 7.30 pm.

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

**In attendance:** WCC Cllr Redford and WDC Cllr Mrs Leigh-Hunt

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

There were no apologies for absence or declarations of interest.

### 2. Approval of the Minutes of the Council meeting on 26<sup>th</sup> October 2020

The Minutes of the virtual Council meeting held on the 26<sup>th</sup> October 2020 were approved, proposed by Cllr Friar and seconded by Cllr Mrs Malin.

### 3. Matters arising from the Minutes of the Council meeting on 26<sup>th</sup> October 2020

There were no matters arising not to be dealt with under other headings.

### 4. Traffic management issues

1. Cllr Munn spoke to the research by his sub-committee on SpeedWatch. They had seen what was done at Cubbington. It seems that the Police have suspended encouragement of such a scheme until the end of the pandemic. However, it would be possible to recruit volunteers in the meantime. At least six people are needed for the project working in three pairs of two people. They must be over 18 years of age and vetted by the Police. The Police will supply radar monitoring devices. There is a question of whether to share the equipment with other communities or buy our own. It may be possible to obtain grants for this. It was AGREED that a notice seeking volunteers would be put on the website and the email for enquiries by volunteers to be the Clerk's email.
2. There followed a discussion about the Speed Indicator Displays ('smiley faces'). These can cost approximately £4,000 to £5,000 each and they can come with a maintenance agreement and warranty. The Council decided to give this further thought and it may be appropriate to use outstanding Section 106 or CIL money for this.
3. Cllr Munn said his working group had thought about the application of speed awareness stickers being applied to wheelie bins; this has been utilised elsewhere and would involve two stickers for each household. The Clerk pointed out this scheme had been put forward by a former vice-chairman of this Council, but it had not received support.
4. Cllr Sudbury said whilst on holiday in Devon he had noted the use of '20 is plenty' signs; these are coloured green to distinguish them from 'police-type' 30mph signs etc. He noted that they did have some effect on drivers, and it was AGREED to purchase four of these notices at a price of approximately £30 + VAT each. The proposal is to place them in Lewis Road and School Lane. Brackets will need to be purchased in addition. **Action: Cllrs Sudbury & Munn**

WCC Cllr Redford pointed out that if they are fixed to lampposts etc then approval from Highways Dept will be required. **Action: Clerk**

5. There was then a discussion about installing gateways (originally mooted by Cllr Friar). It was noted that they are in use in Balsall Common and Kenilworth. The Chairman highlighted that there should be approximately £5-6000 of Section 106 money still outstanding from payments made by Bovis (referred to in the recent letter from Scott Tompkins at WCC). A costings exercise will need to be carried out; WCC Cllr Redford pointed out that the items are of variable types and could be purchased readymade; WCC would have details of them amongst their paperwork.

The Chairman thanked Cllr Munn and his working party for this preparatory work.

## 5. Section 106 and CIL payments

1. The Chairman said that the surplus money from Bovis could be taken up with WCC arising out of Mr Scott Tompkins' letter of 19.10.20  
**Action: Chairman & Clerk**
2. Information received from the department of David Anderson at WDC was that the £5,000 due in respect of The Lodge site should be received in the near future.
3. Mr Anderson has acquired a young assistant, Helen Hancox, who has just started with him and appears to have taken over his files. This may delay a response from his department.
4. The Clerk reported that AC Lloyd have sent a note and photographs to demonstrate that the wall plaque from the old building at The Lodge had now been installed in the wall of the semi-detached houses that have been built on the site.
5. There had been no further developments on the issues of Section 106/CIL and WDC Cllr Mrs Leigh-Hunt was to take up matters again.

## 6. Warwickshire County Council – update report

Cllr Redford reported that:

1. He said there was a welcome decrease in Covid-19 infection rates locally; there had been 5 wards in the county that were in the top rate for infection, but it had now been reduced to 2 wards. It appears these are in Leamington South Town.
2. North Leamington School had been temporarily closed due to a new case, but this had been resolved.
3. The Government are providing to WCC a winter grant of £1.2M; 80% of this is ringfenced for family support.
4. He referred to the proposal of the opening of a new Covid-19 testing 'mega lab' in Leamington which will provide 2,000 jobs.
5. The WCC share of the Precept will attain a maximum of 2% increase with an extra 3% specifically for social care (total increase of 5%).
6. He had been updated on the issues surrounding footpath W 123 (adjacent to 9 Lythall Close). WCC lawyers had been locked in correspondence with legal argument. The occupier of 9 Lythall Close and his lawyers were not responding to correspondence. Two local residents had claimed entitlement to vehicular access on the footpath, one claim had now been discounted but the other claim had been accepted by WCC. He said the decision has been made to install a bollard not at the entrance to Lewis Road but further up the footpath; this will afford vehicle access for the resident whose claim has been accepted but will prevent access further on the footpath to the rear of 9 Lythall Close.

The Clerk said that none of this information had been conveyed to him by WCC Footpaths Dept and they had not replied to his request for information in recent weeks.

## 7. Warwick District Council – update report

WDC Cllr Mrs Leigh-Hunt reported:

1. The area is now in Tier 3 as regrettably Warwick and Leamington have been linked to Coventry. There is in the pipeline an application to the Minister to have this assessment reviewed (a submission from the leaders of Stratford District Council and WDC).
2. On the 2<sup>nd</sup> December WDC will be opening its outdoor sports centres.

3. WDC has paid out £135,000 in grants to local businesses and £115,000 as an additional sum in respect of businesses suffering from the recent additional restrictions.
4. There is an element of collaboration between Warwick DC and Stratford DC in particular in the use of technology.
5. The construction of new Council houses in Warwick is to proceed.
6. It was noted that under the Canalside Development Plan, out for consultation, that the field to the east of Church Lane has been excluded from the Canalside proposal; she suggested steps be taken to get this remedied.
7. With regard to the alteration to the roundabout at the Fosse, concern had been expressed by residents that the new traffic arrangements did not cater for pedestrians (i.e., no footpath); this is a potential hazard for their safety and is to be looked at.
8. She will take up with the Planning Dept/ Enforcement Dept an enquiry as to the rate of progress on their action in respect of 56 Southam Road. **Action: WDC Cllr Mrs Leigh-Hunt**

## 8. Financial Matters

1. The Clerk referred to the bank reconciliation statement circulated before the meeting – this shows bank account balances of £20,645.74 on the operating account and £34,309.60 on the investment account.
2. A number of payments were authorised as per the circulated list; in particular there was a refund to the Chairman of £186.50 for the cost of the plaque to be placed with the pear tree on the Playing Field and a payment of £43.17 to Cllr Friar for expenses in respect of Zoom hire. Cllr Carter raised the question of Mr Marriott's account for dealing with trees on the Playing Field as he argued that this should be refunded to the Council by AC Lloyd in accordance with the agreement reached by him with them earlier in the summer – to be pursued. **Action: Cllr Carter & Clerk**
3. Payment of the various items were approved, proposed by Cllr Sudbury and seconded by Cllr Munn.
4. Cllr Friar outlined the figures on three papers which he had circulated prior to the meeting. The part year accounts to date were reviewed; the figures in the Budget for 2021-2022 were approved, proposed by Cllr Sudbury and seconded by Cllr Carter. The figures in the Precept were approved, proposed by Cllr Sudbury and seconded by Cllr Musa. All three papers had been prepared at an earlier meeting of the Finance Committee which the Clerk attended.
5. 1). The Chairman outlined his concerns about funds due to be received by this Council with the object of being applied to the Canal access project which was being fostered by FoRGE. He had tabled a written proposal on which he sought the approval of the Council. This was that the Council should undertake that when expected funds of approx £41,000 were received from WDC as an Open Space Contribution, those funds would be made available to the Canal and River Trust for the Canal access project.  
 2.) This proposal was because of his concern that the money could be received in the near future and as yet there was no agreed authority from the Parish Council for this money to be allocated to the project.  
 3) The Clerk advised that it was a condition of the money being issued that there would be a written agreement between this Council and WDC (this had been made clear in email correspondence by David Anderson who is head of the WDC Open Space Dept).  
 4) The Clerk pointed out that it was not proposed that the fund be handed over to FoRGE or to the Canalside Trust without this Council monitoring the position to ensure the sum was only paid in conjunction with physical completion of the works.  
 5) Cllr Carter led debate expressing concern that the proposal was too open ended; the Council should not agree to the principle of such a proposal unless the specific parameters of the arrangements were clearly identified and approved by the Council after debate. The Clerk suggested some wording to amend the proposal to make it more acceptable, but this was not accepted. The Chairman accordingly withdrew his proposal – the issue to be put on a future Agenda. **Action: Chairman & Clerk**

## 9. Correspondence

Without reading documents, the Clerk referred to a number of items. An email from AC Lloyds relating to the plaque fixed to the houses on the site of The Lodge (already referred to); a WDC press release that there would be free parking in their car parks in December; a WDC press release as to the opening of sports facilities on 2<sup>nd</sup> December; correspondence he had had with WCC Highways Dept regarding the identity of the land adjacent to Hallfields (having been asked by Cllr Friar to investigate this – this is ongoing); a consultation paper from the Green Shoots Community Fund people at WCC which he and the Chairman would attend to – an extension of time had been obtained for this. **Action: Chairman & Clerk**

## 10. Planning Matters

1. W/15/1635 - 56 Southam Road

WDC Cllr Mrs Leigh-Hunt is to pursue enquiries on 56 Southam Road.

2. 9 Lythall Close (ongoing)

As above

3. 8 Williams Road

It was accepted now that there could be no objection to the alterations at 8 Williams Road – The Clerk said Cllr Mrs Leigh-Hunt had conferred with the next-door neighbour of this property who is satisfied with the position.

4. 'Sintra' Southam Road

The Chairman expressed his reservations about the current application for Sintra in Southam Road as there appears to be a facility for 8 bedrooms at this property. There had been 10 previous planning applications concerning the property and he was concerned that that an element of commercialisation was being introduced. WDC Cllr Mrs Leigh-Hunt had previously expressed the view that there would be no grounds for objection to the current application and Cllr Carter confirmed that from his recent enquiries.

5. Canalside Development Plan Consultation Document

Cllr Carter reviewed the position over the exclusion of the land to the east of Church Lane as previously discussed. It was AGREED to make representations to have this amended in the consultation documents.

See also Item 7.6

**Action: Cllr Carter and WDC Cllr Mrs Leigh - Hunt**

## 11. Update on the Neighbourhood Plan

Cllr Friar said a response from the Examiner was expected very soon. It is not known whether he will require amendments as yet.

## 12. Update on the Playing Field

Cllr Follett had tabled a report and costs estimate on the work that requires to be done as a priority. A quotation had been received from Wicksteed for £804 plus vat for repairs to play equipment and he recommended that it should be accepted. It was AGREED that these works will be done at this stage. Further provision for dealing with the cable wire and skateboard park would be taken up later. - proposed by Cllr Friar and seconded by Cllr Sudbury.

**Action: Clerk**

## 13. Update on Scout Hut

Cllr Friar said there was no further news on the Scout Hut.

## 14. Update report on Sports & Social Club matters and Community Hall

Cllr Mrs Malin had tabled a written report by way of update on the Sports & Social Club and the Community Hall. The Clerk confirmed that he had received from former councillor David Chater a copy of the accounts for the Community Hall.

## 15. Update report from Community Hall Committee

See above.

**16. Update on School matters**

There was no update.

**17. Report on the website**

Cllr Friar confirmed that matters were proceeding with the website as previously indicated.

**18. Update on Covid-19 Support group arrangements**

Cllr Friar said that matters had been quiet with the Covid-19 support group recently, but they had had one request for help more recently.

**19. Review of emergency procedures**

Cllr Sudbury said he was in the process of completing the Emergency Plan; he proposes to file this with the CSW Resilience Team of the three local Principal Authorities.

**20. Update on pond refurbishment**

Cllr Sudbury said he was still waiting for contact from FoRGE so that a plan of action could be formulated.

**21. Any Other Business**

1. Cllr Hitchcox raised the question of doing something about a carnival; it was AGREED it should be put on the Agenda for the next meeting.
2. It was pointed out by Cllr Hitchcox and Cllr Sudbury that some mole infestation had been spotted in the vicinity of the site of The Lodge **Action: Clerk**
3. A suggestion was made that the majority of business should be dealt with by written report and filed in advance of the meeting; the Clerk advised that this is a practice utilised by other local councils but did require that the reports were filed in good time before meetings. It was AGREED that this Council would endeavour to produce such reports not later than 7 days before each Council meeting.
4. Cllr Mrs Malin asked that notices be attached to the grit bins in the Village asking the public not to vandalise them by putting rubbish in them; the Clerk advised that this was already in hand by Cllr Friar. He has identified a further grit bin which has been covered by undergrowth at the junction of Lewis Road and St Nicholas Road!

**21. Date of next meeting**

It was AGREED that this will take place on 25<sup>th</sup> January 2021; it was further AGREED that the Clerk would circulate the proposed dates for meetings in 2021 (the last Monday in each month) excluding provision for an Annual Parish Meeting in the Spring. It was noted that previous discussion had centred on the idea of the Annual Parish Meeting being held on a Saturday in the Summer months once social distancing has been relaxed.

The Chairman wished all Councillors and their families a very Merry Christmas and a Happy New Year, as far as restrictions would allow.

This meeting closed at 9.45 pm

Signed.....

Date..... 2020

**Chairman of the Parish Council**

Counter signed.....

Date.....2020

**Clerk to the Parish Council**