

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 25th March 2019 at 7.30 pm.

Present: Cllr S Sabin (in the chair), Cllr D E Chater, Cllr B Follett, Cllr A T Hitchcox, Cllr A E Malin, Cllr Mrs J P Malin, Cllr H E J Marriott, Cllr Mrs N Northey and Cllr J Sudbury

In attendance: WCC Cllr W Redford and one member of the public

Before the main meeting there was a presentation on behalf of the Leamington District Table Tennis Association, following submission by them of a written paper to the Chairman and his invitation for them to attend and speak to it. They were represented by Andrea Burrows, member of Radford Semele Table Tennis Club and Phil Paine, committee member of Leamington District Table Tennis Association. They tabled a coloured document entitled 'Redevelopment of the Table Tennis Hall at Radford Road, Radford Semele' (prepared by Mr Tunde Musa who had addressed the Council at their previous meeting in February).

They addressed the Council for about half an hour and a number of questions were put to them by the Council – it was left that the Council would give the matter further consideration.

The core of the presentation was that the existing table tennis hut (an elderly building) should be demolished and on the site a new purpose built welfare/well-being centre could be constructed. The footprint of this building would be greater than the hut so it was envisaged that additional land should be acquired to support the new building; The verbal presentation and the document referred to describes a purpose built welfare centre providing table tennis facilities on a grander scale than at present together with the possibility of a physiotherapy room, sports massage, gym facilities and weights/health monitoring etc. It was recognised that there will be considerable cost in this project and grant funding would need to be obtained; they explained their need for support from the Council as in the form of financial support or management support or both. They then withdrew from the meeting.

1. **Apologies for absence:** Cllr B Friar (family illness) & WDC Cllr Doody (called to another meeting)

2. **Declaration of interests:** None

3. **Approval of the Minutes of the Council meeting on 25th February 2019**

1. The Minutes of the Council on 28th January 2019 (as amended) were signed.
2. The Minutes on 25th February 2019 were approved (proposed by Cllr Chater and seconded by Cllr Mrs Malin), subject to some amendments to be consolidated by the Chairman and the Clerk. The amendments relate to paragraph 4 and 16.

4. **Matters arising from the Minutes of the Council meeting on 25th February 2019**

1. There was concerted debate upon the issue of traffic management in Lewis Road and School Lane; Cllrs had submitted notes to the Clerk with observations on the draft sketch plans for each road to be presented to WCC. The Clerk spoke to his notes comprising about a dozen bullet points which he had extracted from the various observations. There was an element of consensus in the meeting on the various points, but it was AGREED that the Chairman and Clerk would amend the existing draft letter to WCC (on file) to incorporate the observations and then circulate a letter for approval by Cllrs before sending to WCC. **Action: Chairman & Clerk**

The Clerk reminded the Council that the previous idea was to submit a draft of the letter (destined for the Road Safety Committee) to David Elliston at Highways Dept for his guidance on its content. WCC Cllr Redford said that was an irrelevance as the letter should be sent direct to the Road Safety Committee (Mr Elliston would not be able to contribute anything and would simply pass the copy on).

2. The Clerk reported that consent of WCC had been obtained to installation of the pump on the green outside the Village Shop. He had contacted A C Lloyd to request them to action the installation of the item; he asked them to contact Cllr Marriott, but the latter had not yet heard from them. He agreed that he would oversee installation of the water trough to be placed alongside the pump. **Action: Cllr Marriott**
3. The installation of the new rubbish bin is in hand. **Action: Cllr Marriott**
4. Cllr Sabin and Sudbury reported on their attendance at a recent seminar held by WDC (a repeat of the one previously attended by the Clerk). All three expressed their disappointment with the efficacy of the CIL system as explained at the seminars – the core issue is how WDC/WCC are going to action actual payments which should be due to this Council and to date none have been made.

The Clerk had today drafted a letter on the issue derived from the Chairman's notes in respect of the two Bovis sites and the site at Spring Lane. The letter is intended to be submitted to WCC raising the concerns of this Council; the Clerk tabled a copy for Cllr Sudbury, and it was AGREED that Cllrs Sabin and Sudbury and the Clerk would finalise the content of the letter and submit it to WCC. **Action: Chairman, Cllr Sudbury & Clerk**

5. The Chairman briefly referred to the deadline date for Cllrs to submit election papers if they wish to stand – the relevant date is 3rd April 2019 by 4pm. Papers are to be filed at WDC offices.

5. Warwickshire County Council – update report

WCC Cllr Redford said he had nothing to report.

6. Warwick District Council – update report

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

7. Financial Matters

1. The Clerk reported that the balance on the investment account is £24,284.73 and the balance on the operating account is £20,877.85 (as demonstrated by his bank reconciliation statement lodged with the Chairman and the Vice Chairman).
2. A number of payments were approved as per the list filed with the Minutes.
3. The cheques were duly signed.
4. The Clerk will be making arrangements for the Internal Auditor to have the accounting papers following the year end on 31st March.
5. Anticipating his absence, Cllr Friar had tabled a paper with reference to financial matters; he and the Clerk are to meet subsequent to this Council Meeting to consolidate the year end accounts in the new format utilising the new lap top purchased by the Council.

8. Correspondence

There were no items of correspondence other than those relating to matters under other headings apart from an email the Clerk had received from a lady who works for Ricardo's. The Clerk had undertaken to her to bring the matter to the attention of the Council; its relevance was that she narrowly missed a collision on coming out of Ricardo's from work due to the traffic speed on the A425. The Clerk had raised this in conjunction with the proposed submission on traffic management earlier. The Council noted her point.

9. Current Planning Matters

1. W/15/1635 – 56 Southam Road
The Clerk reported that WCC appeared to have defined their boundary with 56 Southam Road and are taking enforcement action against the occupier who demolished the wall that he had constructed. The Clerk's not to WCC had included a request that the overgrown hedgerow of the property abutting School Lane be dealt with; he had noted that this had recently been cut back severely and had received a note from WCC confirming that David Elliston had looked into it.
2. W/18/1952 – Bovis Site
Application granted 25/02/2019.
3. W/19/0161 – 38 The Gardens
No decision has yet been made.
4. W/19/0289 – 17 School Lane
No decision has yet been made.
5. 78 Lewis Road
A certificate of lawfulness is now being sought in respect of the illegal development as it appears that enforcement notice has been served in respect of that.
6. Applications had been noted in respect of 9 Mucklow Close and 12 Cedar Tree Farm; Cllr Mrs Malin stated that although there was no objection to either of these applications, the Council's concerns were forwarded regarding the size and impact on the surroundings of the proposed development at 12 Cedar Tree Farm.

10. Update on Neighbourhood Plan

Anticipating his absence, Cllr Friar had tabled a paper concluding this item. Cllr Follett spoke briefly to it. The Steering Group are about to finalise a draft regulation 14 with WDC so that the Inspector can review any plan prior to the formal 6-week consultation period. The grant support from Groundworks UK requires a report be submitted by the end of March but following discussions with them the grant period has been extended for another 12 months; to date the grant money had not been spent as work has been undertaken by the Steering Group.

11. Review of Playing Field

1. Cllr Marriott has obtained the materials to construct the seating to the shelter in the centre of the Playing Field and will deal with this in early course.
2. Cllr Chater had obtained a quotation for refurbishment of the footpath in the vicinity of the Community Hall and site of the former building, The Lodge.
3. Cllr Northey reported that she had obtained a preliminary costing for the residents proposed scheme of an ambulatory footpath around the perimeter of the Playing Field. The calculation of surface cover required was approximately 450m which when costed out came to £190,000. The Cllrs recognised that in terms of proportionality, this was a difficult project. It was proposed that Cllr Northey will investigate potential costing for a shorter length of pathway across the field from the Community Hall to the western boundary and the matter be reviewed.

Action: Cllr Northey

4. The Clerk confirmed that prior to this meeting the Chairman had authorised him to commission skate board repairs which were long overdue. The charges for the repairs are listed in the approval of payments he tabled in the Minutes.
5. Cllr Follett said he was still looking at issues raised by the Sunshine Gym previously tabled; he still had in focus the potential installation of adult external gym equipment alongside the play equipment provided for children.

12. Update on Scout Hut project

Anticipating his absence, Cllr Friar had tabled a paper concerning this. It had been ascertained that the site being looked at belongs to the Coventry Diocese and a proposal will be made by Cllr Friar's working party to have the land gifted or rented at a peppercorn to the Scouts and Guides of the Village. The Diocese has referred the matter to valuers for consideration.

13. Update report on Sports and Social Club Matters

Cllr A Malin said the project concerning the toilet improvements and disabled facilities was on-going.

14. Update report from Community Hall Committee

Cllr Chater reported that the last film show had been a sell out – clearly it was appreciated by the residents and was a successful enterprise. He will plan that the next season of films, probably during the winter months. The event had made a surplus of £75 and he pointed out that a considerable amount of voluntary time had been invested – approximately 50/60 hours.

15. Update on School Matters

There was nothing to report.

16. Update report from Media Committee

Anticipating his absence, Cllr Friar had tabled a paper dealing with this. He and Cllr Sudbury met with the website manager Mr Kip Warr on 14th March and had taken on board considerable detail of how the Parish Council website works. They were impressed by Mr Wall's capabilities. His contract with the Council had been obtained and Cllrs Friar and Northey have been granted editor access to the site so that changes can be made. The Committee will draft a website policy and confirm with the Chairman and the Clerk in due course. The current web hosting is to expire in September 2019 and an alternative host will be looked at.

Cllr Chater in contemplation of his retirement from the Council pointed out that over the years since the website was inaugurated he had spent considerable amount of voluntary time in organising it, one feature of which was him personally keeping in touch with people who might wish to put entries on the website such as including this Council's Minutes and details from the Women's Institute and other similar organisations. This process will need to be taken up by the new managers and contact maintained with the organisations.

Action: Media Committee

17. Car Park Extension

The Clerk reported that he had had a preliminary look at the Council's Title Deeds, and it appears that the area contemplated for the car park extension is owned by the Council (but he will apply closer scrutiny).

Cllr Northey had volunteered to do an internet Land Registry search to ascertain the boundary of the Council's land with reference to the LTTA proposal, any expense to be reimbursed.

The Clerk had been advised in writing by the WDC Planning Dept that planning permission will be required for the proposed extension (the Clerk expressed surprise at such bureaucracy). It was AGREED that the Clerk would look further into the matter to check the veracity of the opinion expressed by the Planning Officer and, if consent was required, then ascertain the Planning Dept's documentary requirements.

Action: Clerk

18. Any Other Business

1. Graham Fulford Trust – The Clerk confirmed that the Trust would operate a PSA testing session in the Community Hall on 18th May 2019. The Clerk will be out of town, but Cllr Hitchcox undertook to supervise the proceedings (as he had done the previous year). Cllr Mrs Malin will also assist (as she had done on the previous occasion). Cllr Hitchcox has been in touch with Mr Fulford's office.

2. The Clerk had received from Came & Company (the Council's insurance brokers) paperwork proposals for renewal of the Council's public liability insurance in June. He had hoped to bring a figure to the Council at this meeting as to the premium, but the brokers had not yet formulated that. The Council was still under the three-year contract with the underwriters so that the matter could proceed on a short basis by way of renewal for next year.
3. The Council held a short debate on the proposals put forward earlier by the representatives of the LTTA. The unanimous decision of the Council is that the proposed scheme (outlined by the representatives but not comprising detailed specifications or costings) was not a project which this Council could take onboard. It was AGREED that the Chairman would write an appropriate letter to the LTTA explaining the Council's decision. **Action: Chairman**
4. The Chairman reminded the Council that the next meeting of this Council will also incorporate the Annual Parish Meeting; the Clerk requested Committee reports to be filed for the purposes of that meeting. WCC Redford said it had been reported to him (anecdotally) that it was not possible to hold an APM during the run up to local elections as there was a restriction on actions to be taken by public authorities during that period. The Clerk to investigate this. **Action: Clerk**

19. Date of next meeting: 29th April 2019

The Chairman closed the meeting at 9.49pm

Signed.....

Date.....

Chairman of the Parish Council

Counter signed.....

Date.....

Clerk to the Parish Council