

# RADFORD SEMELE PARISH COUNCIL

## MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 27<sup>th</sup> February 2017 at 7.30 pm.

**Present:** Cllr H E J Marriott (in the chair), Cllr B Friar, Cllr A T Hitchcox, Cllr Mrs J Loveridge, Cllr A E Malin, Cllr Mrs J P Malin and Cllr S P Sabin

**In attendance:** WDC Cllr M Doody  
John Ingalls (in attendance for part of the Meeting)  
Mrs Naomi Northey

1. **Apologies for absence:** Cllr D E Chater, Cllr B Follett and WCC Cllr W Redford

2. **Declaration of interests**

The Clerk explained that whilst Cllrs on taking up office after elections were required to sign a written form of Declaration of Interests, it was also correct protocol for Cllrs at each meeting to declare any interests they might have in matters that are subjects on the Agenda. WDC Cllr Doody confirmed that this was the normal procedure with the District Council and the County Council – the item as to declaration being the first item on the Agenda after Apologies for Absence (i.e. before any business was discussed).

On this occasion, no interests were declared.

**Mr Ingalls** (1) Cllr Marriott introduced a friend of his, Mr John Ingalls, as a member of the public to speak before the main business of the Meeting. Mr Ingalls explained that he was seeking to engage Bovis Homes in creating a pathway through their site on the Southam Road to give access onto the main road. He has adjoining land where he is involved with the Canalside Project. He tabled two coloured plans which were left with Cllr Marriott. It was agreed that the Clerk would furnish him with a contact point at Bovis Homes so that he could ascertain if they were amenable to creating the pathway which he has in contemplation. **Action: Clerk**

(2) WDC Cllr Doody said that it was not for the Parish Council to put money into such a scheme; it should properly be funded by Bovis or out of contributions which they had made under Section 106; however, recent publicity had been given to the fact that all the Section 106 money collected by WDC Planning Dept in connection with this site and others had been allocated to the costs of the new swimming pool complex at Newbold Comyn.

(3) Cllr Sabin observed that he had calculated from the planning value figures that for improvement of the highways £15,000 had been allocated and £216,000 had been allocated in respect of offsite facilities. It was not apparent that any part of these sums had so far been applied for the benefit of the Parish.

Mr Ingalls then left the Meeting.

**Mrs Northey** (1) Mrs Northey was then invited, as a member of the public, to address the meeting. She said she had briefly come to confirm the planting of new trees which had been carried out and to comment that the grass area on the main road in the vicinity of Hallfields had been used again for car parking by an adjoining resident. It was agreed that this would be monitored (the Clerk pointed out that action had been taken by the Council several years ago concerning the resident).

(2) She also raised the question of air pollution in the area of the Parish. It was felt that this should be investigated. The Clerk is to make enquiries with an environmental health department as to appropriate action.  
**Action: Clerk**

**3. Approval of the Minutes of the Council meeting on 30<sup>th</sup> January 2017**

These were approved - proposed by Cllr Sabin, seconded by Cllr Loveridge (subject to some minor amendments as requested by different Cllrs).  
**Action: Clerk**

**4. Matters arising from the Minutes of the Council meeting on 30<sup>th</sup> January 2017**

4.1 Cllrs had not yet finalised a list of road names as previously discussed at a number of meetings in the past year. It appears that Bovis Homes have now had names allocated to all the roads on their new development. It was agreed that a fresh review of names would be carried out by Cllrs Loveridge and Marriott and a list of appropriate names would be lodged with the Clerk for onward submission.  
**Action: Cllrs Loveridge & Marriott**

4.2 The Clerk reported that following his recent correspondence with Severn Trent concerning the drainage on the main road, he had received two telephone calls to the effect that they were carrying out a survey with a CCTV camera. There is no evidence of such a survey having been carried out had been seen by those present and it was agreed that the Clerk would pursue the matter with Severn Trent.  
**Action: Clerk**

4.3 The Clerk reminded the Council that he had been asked to monitor the emptying of this bin; he had done this for several weeks and had observed that (as advised by an executive at WDC) the bin was regularly emptied on Thursdays but it clear that by the weekend following the bin was overflowing again. The problem appears to be that a larger bin is necessary. It was agreed that the Clerk would pursue this with WDC.  
**Action: Clerk**

4.4 The Clerk reminded the Council that it had been agreed to set up a meeting between the Chairman and the Clerk on the one hand and the representatives of the football clubs on the other (following a report submitted to the Council by Mrs Follett at the previous meeting). Due to pressure of other matters and Cllr Chater's impending trip abroad, this had not been achieved to date but will be pursued when he returns.  
**Action: Cllr Chater & Clerk**

**5. Warwickshire County Council – update report from WCC Cllr Redford**

In the absence of WCC Cllr Redford, the Clerk reported that he had heard from Cllr Redford that he had nothing to report. The problems arising from the need for infills on the road and footpaths together with a review of road signs and the road surfaces were discussed; it was hoped to put these matters before WCC Cllr Redford if he will attend the next meeting.

**Ref: WCC Cllr Redford**

**6. Warwick District Council – update report from WDC Cllr Doody**

6.1 WDC Cllr Doody confirmed that representations had caused the planning application for 40 houses in The Valley to be refused. The planning application by AC Lloyd in respect of the further site for 60 houses at the end of Spring Lane had not been progressed. (The Clerk reminded the Council that he had a telephone conversation with a representative of Delta Planning, the agents for AC Lloyd, who indicated that they had put the development on hold until the publication of the New Local Plan; the representative had suggested that they might develop the two sites in Spring Lane together; either from a contracting point of view or to amalgamate the two sites into one development but the matter was still in the air.)

6.2 Discussion ensued about the overhanging hedgerow on the main road alongside The Manor House (approximately 115m in length). It was agreed that WDC be asked to cut this back as it was a hazard to traffic and pedestrians. WDC Cllr Doody said he would take it up with Cllr Redford as there might be a crossover of functions between the District Council and the County Council.  
**Action: Cllr Doody**

6.3 Cllr Hitchcox reported on the successful application to the Eastern Neighbourhood Forum for a grant of approximately £400 which the Council will apply for the installation of a public bench outside the Village shop. Cllr Marriott had already identified the appropriate item to be obtained from suppliers. Cllr Doody pointed out that the claim for a grant having been made in the current financial year it would not be open to the Council to make an application for another grant. It was resolved to proceed to purchase the bench identified by Cllr Marriott, proposed by Cllr Friar and seconded by Cllr J Malin.  
**Action: Cllr Marriott**

## 7. Financial Matters

7.1 The Clerk reported that the current balance on the operating account is approximately £8,400 and the current balance on the investment account is approximately £14,200.

7.2 A number of payments were approved by the Council (as per the schedule filed with the Minutes).

7.3 The Council expressed their appreciation of the efforts made by Mr Don Richardson, the electrician engaged to fix the defibrillator to the external wall of The White Lion Public House; it was noted that he had spent a lot of extra time which was not anticipated when he gave his original quotation and the Council took the view that he should be properly remunerated for that extra time. It was agreed that the Clerk would look into the matter and ascertain the correct charge to be paid to Mr Richardson.  
**Action: Clerk**

7.4 There was a brief discussion about the final payment due to Mr Michael Pearson for work in clearing rubbish from the Playing Field prior to his departure from the Village. The Clerk stated that he had examined the recent invoice submitted by Mr Pearson and it was appropriate to pay it.  
**Action: Clerk**

## 8. Vacancy for Parish Councillor

The Clerk reported that neither he nor Cllr Loveridge had managed to make contact with the person referred to in the previous Minutes as this person is now working away from Leamington. In view of a recent representation received from someone else with interest in the post of councillor, it was agreed to put this on the Agenda for the next meeting when Cllr Chater will have returned from abroad so the matter might be further discussed.  
**Action: Clerk**

## 9. Correspondence

There were no items of correspondence to consider apart from issues which had arisen under different headings in the Agenda.

## 10. Update report on installation of defibrillator at The White Lion

The defibrillator kit had now been installed and a Memorandum of Understanding had been signed by the Clerk and filed with the West Midlands Ambulance Service; it was anticipated that they would organise activation of the kit in the course of the next few days so that in a week or so the unit will be available for use.

## 11. Neighbourhood Plan

11.1 In the absence of Cllr Follett, Cllr Friar reported that the next major stage is to obtain a Housing Needs Survey which WDC will pay for. It is expected that this will be organised in the near future as at a meeting in February. It was agreed that it would be done. **Action: Cllr Friar**

- 11.2 He anticipated that in the near future there will be a meeting to determine the terms of engagement of professional advisors.
- 11.3 He said that the working party who were keen to engage the community and get feedback from residents as a whole. Cllr Sabin said he would seek to put something in the Newsletter circulated by the Sports & Social Club to draw the attention of residents.
- 11.4 The working party are having regular monthly open day meetings to attract the interest of residents.

**12. Report concerning Bus Shelter**

The Clerk reported that he had today received from WDC Planning Dept notification of the planning application fee (£97.50) and appropriate blank forms to make the planning application. The Council recalled that there had been waiting time of many weeks prior to Christmas in which the Clerk had been pressing the Planning Dept for this documentation. It was agreed that he should now proceed to complete the paperwork and submit the application for planning consent.

**Action: Clerk**

**13. Report on the Playing Field and Play Equipment**

The main issue was to find a replacement for Mr Pearson. The Chairman and the Clerk had been in process of looking into that. The Clerk reported that he had discussed with the Village shop the question of insertion of an advertisement in their window and they had agreed. Cllr Marriott said that he had also received a similar concurrence from the Post Office. It was agreed that the Clerk would forthwith arrange these notices advertising the vacancy to be displayed. **Action: Clerk**

**14. Update on Scout Hut project**

Cllr Friar reported on the successful tree planting exercise by the Scouts – there is to be a ceremony on the 18<sup>th</sup> March to mark this.

**Action: Cllr Friar**

**15. Report on Sports and Social Club Matters**

Cllr Tony Malin said that a recent projected committee meeting of the Club had not taken place due to lack of a quorum.

**16. Report from Community Hall Committee**

Cllr Loveridge said there was little to report save that the Committee were working on a project to improve the sound system in the Hall.

**17. Review of any current matters concerning the Village School**

There was nothing to report.

**18. Report on current Planning Matters**

- 18.1 It was confirmed that the reserved planning matters for the site adjoining Ricardos are out with the Planning Committee at present; it appears that those advising the developers had submitted various particulars on reserved matters which had not been found to be satisfactory by the Planning Committee and the matters had been referred back. It was noted that the board put up on the site by the selling agents suggested that development was imminent; this was clearly premature. (There is still an issue as to the layout of the housing on the site.)
- 18.2 An issue has arisen with the Bovis site as to whether the access road way from the site on to the main road is adequate for emergency services. This has been referred back.

- 18.3 It was noted that planning consent for a log cabin at Orchard House on Hill Farm had been granted; so far as the Council and the Clerk were aware notice of this application had not been supplied to them. Cllr Sabin expressed his disappointment with this.
- 18.4 Cllr Sabin had noted that a tree preservation order had been processed in respect of a tree at Cedar Tree Farm. It is thought that perhaps action should be taken in respect of the oak tree at the junction of Lewis Road and St Nicholas Terrace which Cllr Marriott calculated was about 200 years old. It was agreed that the Clerk would review that. **Action: Clerk**
- 18.5 Concern was expressed at the lack of work being carried out to the demolished wall at Radford Hall even though planning permission had been granted on 12<sup>th</sup> July 2016; it was pointed out that the property owners have three years in which to execute the permission and so time is on their side.

**19. Any Other Business**

- 19.1 Cllr Marriott urged the Council to consider the position of a new Chairmanship at the next Annual Meeting in May 2017. He said that Cllr Chater had made it clear he was not going to stand as chairman again having done many years of intensive work in that capacity. The Clerk advised that if no chairman was forthcoming or elected then the Council would be in a position of illegality. The ultimate penalty would be for the functions of the Council to be taken over by WDC. He also pointed out that if a vice-chairman was forthcoming and elected the load could be shared between chairman and vice-chairman; hitherto for some years, Cllr Chater had carried the burden alone as there had been no effective vice-chairman. It was agreed to give this thought. **Action: All Cllrs**

- 20. **Date of next meeting:** 27<sup>th</sup> March 2017 at 7.30pm  
The Chairman closed the meeting ended at 9.40pm

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

**Chairman of the Parish Council**

Counter signed..... Date.....

**Clerk to the Parish Council**