

# RADFORD SEMELE PARISH COUNCIL

## MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 22<sup>nd</sup> May 2017 at 7.30 pm.

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

**In attendance:** WDC Cllr M Doody, WCC Cllr W Redford

**Absent with good cause:** Cllr J Loveridge

### 1. Election of Chairman and Vice Chairman

1.1 It was recognised that Cllr Chater did not wish to continue as Chairman (having served many years) and that it was necessary to elect a new chairman as this meeting is the first meeting of the Council's year. An email had been circulated by Cllr Chater from which all understood that Cllr Chater was willing to act as chairman on an interim basis but election of a new chairman must be expedited.

1.2 The Clerk called for nominations for the post of chairman; Cllr Chater was proposed by Cllr Sabin and seconded by Cllr Janet Malin and unanimously elected.

1.3 The Clerk then called for nominations for the post of vice chairman, pointing out that it was not essential in law to elect a vice chairman at this meeting; it was AGREED to put this matter over to a further meeting.

2. **Apologies for absence:** There were none.

3. **Declaration of interests:** There were none.

### 4. Approval of the Minutes of the Council meeting on 24<sup>th</sup> April 2017

The Minutes were approved (proposed by Cllr Marriott and seconded by Cllr Friar).

### 5. Matters arising from the Minutes of the Council meeting on 24<sup>th</sup> April 2017

1. It had been arranged by the Clerk that representatives of Radford Albion Football Club would attend with a view to addressing the Council. This arose out of the Clerk's letter to the Club dated 10<sup>th</sup> April 2017 by which notice was given to the Club that their use of the Playing Field was to be terminated.

Four members of the Club attended headed by Mr Paul Ward. The basis of the representation was that there had been a lack of communication between the Council and the Radford Semele Sports & Social Club on the one hand and RAFC on the other. Their season had now come to an end but it was hoped that the Council would review its position.

They stated that they were required by the 12<sup>th</sup> June 2017 to register with their local football league as to their availability for playing matches which presupposed that they had a venue for that. After some discussion, it was AGREED (with one abstention – Cllr Sabin) that two Cllrs would look into the matter with a view to coming to a decision on behalf of the Council before 12<sup>th</sup> June 2017 as to whether termination of the Club's permission should be withdrawn.

**Action: Cllrs Marriott & Hitchcox**

2. The Clerk said he had a list of road names (tabled) from Cllr Chater which had been submitted at the last Council meeting but he had not received any additions. He proposed to submit this list of names to WCC Highways Dept with the additions to the list of Ashbourne, Foster and Whitehead (Derek). This was AGREED. **Action: Clerk**
3. Cllr Doody reported that he had taken up the matter of the rubbish bin with the appropriate dept of WDC and he stated that they were reviewing the matter. This matter to be placed on a further agenda. **Action: Clerk**
4. There was no progress on the hedge; it was AGREED that WDC Cllr Doody and WCC Cllr Redford would investigate this again. **Action: Cllr Doody & Cllr Redford**
5. The Clerk reported that he had written to Leamington Table Tennis Association confirming the Council's decision not to transfer ownership of any land to them but had not received any reply as yet. **Action: Clerk**

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

- 6.1 WCC Cllr Redford explained that, due to financial priorities, the Highways Dept has to maintain trunk roads and main roads which may be at the expense of work on minor roads. A recent survey as to re-surfacing has been carried out in the area as a result of which School Lane has been identified for re-surfacing. The survey has also identified future work to Thornley Close and St Nicholas Road and the area of Lewis Road/The Valley between the junction of Godfrey Close and fields at the back. The survey has identified a defective manhole in Offchurch Lane and the County Engineer is due to inspect the vicinity of 56 Southam Road.
- 6.2 A review of the new site at Offchurch Lane has highlighted the need for a satisfactory emergency access onto Offchurch Lane in the vicinity of the 30 m.p.h. speed restriction signs; he will be discussing the position with the County Safety Officer but it is not apparent to him that the development plan for the site has properly considered; an emergency access would be required particularly for emergency service vehicles.
- 6.3 He reported that the County have launched an objection to the planning application for the 20 houses in The Valley – basically on the grounds of traffic complexity which would be caused by the development.
- 6.4 He said that it should be appreciated that the overwhelming victory by the Conservatives in the last local elections meant that the administration of the County is now firmly in Conservative hands whereas previously there was a hung administration. On 23<sup>rd</sup> May 2017 the portfolio of holders will be appointed and the new administration will move forward.
- 6.5 He highlighted the availability of the Infrastructure Levy which could be a source of funding for this Council. It is available by way of application to WDC for specific projects; he pointed out this would be very useful in the present climate where WDC have entirely utilised all Section 106 money received from developers in the area for the purpose of funding the new swimming pools.

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

- 7.1 WDC Cllr Doody said that a date for publication of the New Local Plan as approved by the Inspector had not yet come around but it was expected in June.
- 7.2 He confirmed Cllr Redford's reference to the infrastructure levy. It will be necessary for this Council to identify specific projects to get funding.

## **8. Financial Matters**

- 8.1 The Clerk reported that the balance on the investment account is approximately £14,200 and the balance on the operating account is approximately £17,000.

- 8.2 A number of payments were approved as per the schedule annexed to the Minutes; in particular retrospective approval was given to action by the Clerk and Chairman in paying the insurance premium for public liability insurance and paying the cost of replacement pads for the defibrillator unit outside the Village Shop.
- 8.3 A number of cheques were accordingly signed.
- 8.4 The Clerk tabled a Financial Statement prepared in conjunction with his bookkeeper. This shows the year end balances as at 31<sup>st</sup> March 2017. He confirmed that the Financial Statement with its backup papers will now go forward to the Internal Auditor. Whilst this statement showed there is a substantial reduction in the funds of the Council, it is to be noted that since the effective date of 31<sup>st</sup> March 2017 the first instalment of the current year's Precept of approximately £13,500 has been received and there is in the pipeline a claim for refund of VAT which is approximately £13,500 (derived from the substantial trading payments made in respect of play equipment in the past year).
- 8.5 A new avenue of funding by CIL funding was discussed briefly as a development manager of WDC had asked for the Council's input into a consultation process. CIL Funding has potential for the Neighbourhood Plan and other similar projects where in the future Section 106 funding is likely to be unavailable). On a proposal by Cllr Northey, it was AGREED that she and Cllr Follett should form a working party to examine the consultation document and report back to the Council.

**Action: Cllrs Northey & Follett**

## **9. Viaduct over the canal**

A proposition submitted by Andrew Jones (local resident) to afford public access and enjoyment to the Viaduct over the canal had been circulated amongst Cllrs. The discussion centred on the high risk factor for anyone undertaking management of the Viaduct for the purposes of public access. Cllr Marriott pointed out that the Viaduct had been closed off because of concern over its condition and it would be a fool's exercise to be responsible for it. He pointed out that the access from Offchurch Lane to the viaduct is over his land; he affords a public access over his land with a reservation that public right of way has not been established. It was AGREED that pursuing the matter further would not be a viable proposition. The Clerk is to advise Mr Jones. **Action: Clerk**

## **10. Correspondence**

- 10.1 The Clerk had received from WALC a note suggesting that local councils might wish to arrange for a ceremony in their area later in the year to mark the centenary of the end of the First World War. The matter is to be put on a future Agenda. **Action: Clerk**
- 10.2 The next open meeting of WALC is on 7<sup>th</sup> June 2017; the practise is for an outside speaker to address the meeting which is open to councillors and clerks. On this occasion a speaker on cyber crime has been arranged by the Clerk.
- 10.3 The Chairman had received an email communication recently from a resident raising the issue of dogs running on the Playing Field without control/leads. The Council had discussed this at a previous meeting and it was hoped that dog notices obtained from WDC would help but these notices are inadequate. It was AGREED that the existing notices fronting onto Lewis Road would be refurbished and 2 further notices on a semi permanent structure would be installed in the entrance from Spring Lane and also one would be located in the vicinity of the new play equipment. The assistance of the WDC Dog Warden would also be sought. **Action: Cllr Chater & Clerk**

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

There was nothing to report in addition to the above.

## **12. Progress report on Neighbourhood Plan**

- 12.1 Cllr Friar circulated copies of existing Neighbourhood Plans from other villages and also the draft terms of reference which the working party seek to consolidate. He had also circulated a report by Kirkwells on the support package to be offered to the working party which is fronted up by Cllr Follett and himself.

12.2 He explained that the expected grant is going to be £9,000 but in order to obtain the grant it will be necessary to employ the services of consultants called Kirkwells. The progress of the project would be financed by payments in stages; the expectation is that receipt of grant monies will offset the stage payments but there will be a shortfall in respect of which he sought funding from the Council.

12.3 It was AGREED that the draft terms of reference, started by Cllr Friar, should be approved and that the Council should approve the project in principle. In addition, it was RESOLVED that the Council would commit to a payment of £1,950 towards the project (in respect of the likely shortfall). This was the extent of the Council's financial commitment at this stage. This was proposed by Cllr Sabin and seconded by Cllr Janet Malin.

### **13. Update on proposed Bus Shelter**

The Clerk reported that the application for planning permission had been lodged in the previous week after preparation by Cllr Hitchcox and himself.

### **14. Report on the Playing Field and Play Equipment**

Cllr Follett said there was nothing to report.

### **15. Groundsman's post**

15.1 It was noted that the son of a contact of Cllr Marriott's was prepared to undertake the work of groundsman; the Clerk confirmed that he had been sent a draft of a proposed contract. The previous person who had done the work was paid on a range of £25/£30 per week. It was AGREED that Cllr Chater and the Clerk would discuss the position with the applicant and settle upon an appropriate fee. **Action: Clerk & Chairman**

15.2 The Clerk is to notify another potential applicant that the job had been filled. **Action: Clerk**

### **16. Update on Scout Hut project**

Cllr Friar reported that there was nothing to report.

### **17. Update report on Sports and Social Club Matters**

It was reported that, following recent changes, a new steward had been appointed.

### **18. Update report from Community Hall Committee**

Cllr Chater reported that an application had been made to the Eastern Neighbourhood Fund for a £1,000 as a contribution towards the cost of a new sound system for the Hall.

### **19. Update on School Matters**

There was no report to hand.

### **20. Current Planning Matters**

20.1 It was noted that there seemed to be continuing confusion over planning permission for reserved matters in respect of the site adjacent to Ricardo's. There is a potential issue over adoption of a neighbouring road by the Local Authority.

20.2 56 Southam Road is to be investigated (see above).

20.3 It was noted that there was no satisfactory explanation had been forthcoming from the Planning Dept as to the present state of play concerning Ashley House. The planning aspects to be further investigated. **Action: Cllr Sabin**

- 20.4 An application for planning permission in respect of the 20 houses in The Valley is ongoing – it may be that the matter will be determined by a decision on behalf of the officers in the Planning Dept (bearing in mind the background of the previous failed application).
- 20.5 Cllr Sabin highlighted that it should be noted that on or about 20<sup>th</sup> July 2017 the period of time for a potential appeal by Taylor Wimpey in respect of the site on the south side of Southam Road will expire. (It may be therefore that an appeal notice will be lodged at short notice before that date.)

**21. Any Other Business**

It was noted that a number of residents of Ashley House have been found wandering in the Village without supervision when clearly they need it. It was AGREED that a letter requesting clarification of their position would be sent to Ashley House with a view to amelioration of the situation.

**Action: Clerk**

**22. Proposed date of next meeting: 26<sup>th</sup> June 2017 at 7.30pm**

The Chairman closed the meeting ended at 9.40pm

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

Date.....

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

Date.....