

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 31st July 2017 at 7.30 pm.

Present: Cllr D E Chater (in the chair), 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 S P Sabin

In attendance: -

1. **Apologies for absence:** Cllr B Friar (family circumstances)

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

3. **Approval of the Minutes of the Council meeting on 30th June 2017**

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

4. **Matters arising from the Minutes of the Council meeting on 30th June 2017**

1. The Chairman said that the issue of the election of a new chairman was still current; he was prepared to continue on an interim basis to save the Council from acting illegally but he looked forward to a nomination. Likewise, the same principles applied to the office of vice chairman.

2. & 3. In the absence of any report from WCC Cllr Redford and/or WDC Cllr Doody, it was agreed that the Chairman and the Clerk would pursue the matter of the rubbish bin on the main road and the cutting back of the hedgerow on the main road adjacent to the Manor House.

Action: Chairman & Clerk

4. The Chairman said that he had discussed the current position on dog notices with a representative of WDC. That person had pointed out that in the Jephson Gardens, for example, there was applicable a control order made by WDC which covered that and other designated areas. The advice was that this Council needs to have a control order in respect of the park areas and the suggestion was the current regulations which are displayed on noticeboards in the Playing Field were no longer valid. The Clerk said that so far as he was aware he had received no notice or any other documentary information to support that; it was AGREED that the Clerk would look into the legal position on that issue.

Action: Clerk

5. Cllr Marriott reported that he had become aware that there were elms in the Playing Field that were required to be cut down; he would see to it. There was also discussion about the absence of any activity concerning The Lodge; it had been empty for some time and is currently in an unkempt condition. It was AGREED that the Clerk would pursue matters with the owners, A C Lloyd.

Action: Clerk

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

In the absence of WCC Cllr Redford, there was no report. It was noted that there were a number of footpaths that needed attention; it had been intended that WCC Cllr Redford would chase that up. Particular sites are School Lane, Lewis Road and The Valley. It was AGREED that the Clerk should pursue this.

Action: Clerk

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

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

7. Financial Matters

7.1 The Clerk reported that the balance on the investment account was approximately £14,200 and the balance on the operating account was approximately £27,000; this included a receipt of approximately £13,400 by way of VAT refund.

7.2 A number of payments were approved as per the tabled list; in particular authority was given to the Chairman and the Clerk to calculate the balance sum due to Joseph Ingall for rubbish clearance and cleaning once the commencement date was identified for the bank standing order in his favour to be put in place.

It was agreed the Clerk would attend, as a day delegate, the annual conference of SLCC to be held this year at Hinckley; if he placed a booking before the beginning of September, he would obtain an early bird discount. The expected sum will be £115.43 and an invoice will follow at a later date. The booking was APPROVED. **Action: Clerk**

7.3 A number of cheques were signed as per the approved list.

8. First World War commemoration

It was agreed in principle that options should be looked at and this item is to be put on the Agenda for the future. **Action: Clerk**

9. Correspondence

The Clerk had received another invitation for a grant application to the Eastern Neighbourhood Forum.

10. Football clubs – terms and conditions

The Clerk was in the course of preparing an agreement to be entered into between the Council and the football clubs following further discussions with them by Cllr Hitchcox. It was AGREED that the clubs should be charged an annual fee of £100 as a contribution towards the administrative expenses of looking after the pitches (ie this does not constitute a rent). This was proposed by Cllr Marriott and seconded by Cllr Sabin. It was agreed that a final form of the agreement should be prepared by the Clerk in conjunction with Cllr Hitchcox. **Action: Cllr Hitchcox & Clerk**

11. Progress report on Neighbourhood Plan

11.1 In the absence of Cllr Friar, Cllr Follett and the Clerk gave a summarised update. The housing needs survey had been put out and is returnable by August. It is anticipated that the consultants will be engaged from September onwards. Cllr Friar and the Clerk were in the process of getting the consultancy agreement signed with Kirkwells.

11.2 The working party are keen to recruit extra members to spread the content of the workload. It is proposed to have a public meetings which may engender interest. The grant application is in the pipeline (prepared by Cllr Friar and the Clerk). Cllr Sabin said it should be possible to publicise developments of the NP in the newsletter of the Sports & Social Club. **Action: Cllr Sabin**

11.3 A further report will be put before the Council at the September meeting. **Action: Cllr Follett**

12. Update on proposed Bus Shelter

12.1 Cllr Hitchcox said that he had made enquiries with the Planning Dept as to the progress of the planning permission for the bus shelter. It is expected in the course of the next three weeks or so. It was AGREED that the manufacturers of the shelter should now be approached as to the amount

of their price now (they had indicated that the price would go up due to the passage of times since their original quotation).

- 12.2 The Clerk pointed out that the same approval needed to be made to the proposed contractor who is to do the foundation work for the shelter.

13. Report on the Playing Field and Play Equipment

- 13.1 The Clerk had relayed an approach from ROSPA Play Safety with a quotation for their proposed annual inspection of the play equipment (bearing in mind that there is now new equipment). It was AGREED that the Clerk should proceed to firm up the inspection. **Action: Clerk**

14. Update on Scout Hut project

There was nothing to report concerning the Scout Hut project.

15. Update report on Sports and Social Club Matters

Cllr A Malin tabled a report; summarised he confirmed that the AGM was held during the month of July and the Club appears to be in a healthy position. It appears to have made a good profit for the previous year. There has been a change in the steward. Membership is down and recruitment is being looked at.

16. Update report from Community Hall Committee

Cllr Chater reported that it had been a good year and the Hall was in a sound financial state. The grant for the lighting from the Eastern Neighbourhood Forum was still awaited.

17. Update on School Matters

There was no report but a news item of a rearrangement of secondary education may mean that children from the school do not go to Southam School in the future. This is to be monitored.

18. Current Planning Matters

- 18.1 The new Local Plan is now published. It can be seen online with WDC.
- 18.2 The Planning Committee met on 18th July 2017 to consider the details of the reserved matters for the Offchurch Lane site. The officers' recommendation was that the proposals put forward by the developers should be approved. This includes a mix of maisonettes and bungalows and two storey houses ranging from two to six bedroom accommodation. The proposals also included a pedestrian/cycle/emergency access in Offchurch Lane. Cllr Marriott said that despite WCC Cllr Redford's reservations this access for emergency purposes would be adequate.
- 18.3 WDC Doody had expressed the view that attempts by the Diocesan Board to develop the Glebe Land (via a planning application) was likely to fail because the New Local Plan had now designated the Village Envelope and the Glebe Land was clearly outside it. Concern was felt that the Council's position should be made clear to the Planning Dept and that the very strong views of residents (see their petition) should be supported. It was agreed that the Clerk would write a definitive letter to the Planning Dept even though there was no pending planning application. **Action: Clerk**
- 18.4 Considerable concern was expressed at building activity to be seen at 56 Southam Road. The site is in an unkempt state and exhibits evidence of half built development. It was not known what representations or enquiries have been made by WDC Cllr Doody and it was agreed that the Clerk would write a definitive letter to the Planning Dept to call for a report on the state of affairs. Amongst other matters appertaining to the site, it appeared that the occupier was seeking to encroach on the highway by extending the boundary of the property. **Action: Clerk**

19. Any Other Business

- 19.1 The Clerk had circulated a revised version of the Risk Assessment Analysis; this was a replica update of the previous version. It was APPROVED by the Council. The Clerk had also circulated an updated version of the Standing Orders (the last edition was 2014). The new version is a replica of the old one; it was APPROVED by the Council as an interim measure. The Clerk advised that he would be putting before the Council a reformatted version later in the year. **Action: Clerk**

- 19.2 The Clerk had circulated a draft set of proposals for the Committees for the current year 2017/2018; in principle, the list took account of the resignation of Mrs Loveridge and the co-option of Cllr Northey. It was APPROVED by the Council.

- 19.3 It was agreed to leave the question of the Council vacancy in abeyance for the time being; the Chairman and the Clerk will give it further consideration. **Action: Chairman & Clerk**

- 19.4
 - a) Concern was expressed at the continued pressure on Lewis Road by the incidence of cars parking on both sides of the road. This is to be given further thought. **Action: Clerk**
 - b) The Chairman had obtained a road/site map from Bovis Homes for the new development identifying the various roads at the site. It was AGREED that it should be put on the noticeboard. **Action: Clerk**
 - c) A suggestion had been made that to combat speeding in Offchurch Lane there should be installed electrical signs of the smiley face variety; (the smiley face would commend drivers for driving correctly or otherwise). It was felt that this innovation would in the long term not be effective because drivers would become used to the installation.
 - d) It is expected that The Forge Group would in the near future create a website.

20. Date of next meeting: 25th September 2017

The Chairman closed the meeting at 9.20pm

Signed.....
Chairman of the Parish Council

Date.....

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

Date.....