

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 28th November 2016 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 and Cllr S P Sabin

In attendance: A representative from FORGE

1. **Apologies for absence:** Cllr Mrs J Loveridge and WCC Cllr W Redford

2. **Minutes of the Council meeting on 24th October 2016**

The Minutes of the meeting on 24th October were approved subject to some minor amendments in Clause 11 and Clause 12 – signed by the Chairman (to be amended by the Clerk later).

Action: Clerk

3. **Matters arising from the Minutes of the 24th October 2016**

3.1 Under Clause 3.4 of the Minutes, the Clerk reported that he had followed up information on graffiti treatment supplied to him by his business contact; he tabled website details of an expert that had been recommended to him by his contact. It was noted that the information related to sealing the relevant wall to prevent graffiti being put on again but it was thought that the first step was to have the existing graffiti on the wall of the Community Hall removed. The Chairman will investigate this.

Action: Chairman

3.2 Under paragraph 8.1 of the Minutes, Cllr Marriott reported that he had had a discussion with the adjoining landowner to the canal who had indicated his willingness in principle to make available a corner of his land for the purposes of the pathway. He will be putting forward a proposal to the Council (no doubt including the price which he wished to receive for the land).

Cllr Marriott reported that he had enquired of Ricardo's as to whether people there would be interested in doing voluntary work in connection with the pathway as employees of Ricardo's have a habit of using the canalside for recreation during lunch hours in good weather; he had met with a negative reaction.

A representative from FORGE estimated that the costs of the works necessary to create a pathway with disabled access would be approximately £50,000 to £100,000.

The Clerk observed that whilst there was a simple objective there were technical matters to be addressed before the object could be achieved, in particular:

- a) Legal title to the altered landscape would need to be established. This would involve acquisition by the Parish Council of the land and subsequent responsibility for it.
- b) Although the land was not highway land the project would involve approval by the Highways Dept because a pathway would abut on the highway.
- c) Proper evaluation of the price of the land would be required as there were certain procedures meaning the acquisition of land by a public authority such as the Council.

3.3 With reference to Clause 3.1 of the Minutes, the Clerk said he had not written to Severn Trent as previously discussed as he had been copied in on correspondence between WCC Cllr Redford and others; the indication given by correspondence was that the authorities considered that the drainage system was adequate to deal with accidental overflows. The Council felt that

this was unsatisfactory and it was agreed that the Clerk would write again to Severn Trent to emphasise the Council's concern. **Action: Clerk**

- 3.4 With reference to paragraph 3.2 of the Minutes, the Clerk reported that he had had a reply email to his letter written to WDC in connection with the rubbish bin on Southam Road; assurance had been given that the bin was emptied regularly on Thursdays, there being no cause for concern. The council expressed their surprise at this response. The Clerk said he would monitor the progress of emptying for the intervening weeks before the next Council meeting. **Action: Clerk**
- 3.5 With reference to paragraph 4.2 of the Minutes, the Clerk said that he had examined the footway referred to and could not find anything objectionable about its surface. Also, he had been copied in on correspondence between WCC Cllr Redford and others which the Highways Dept confirmed that repairs had been carried out to the footpath. The Chairman undertook to re-examine the footpath and will report back. **Action: Chairman**
- 3.6 With reference to paragraph 8.2 of the previous Minutes, the Clerk said he had not had an opportunity to investigate the technical details of creating a protective trust; he advised that it was likely to be a complex matter for the reason given by him at the previous meeting of the Council. He would endeavour to do a report for the next meeting of the Council in January. **Action: Clerk**
- 3.7 With reference to paragraph 8.4 of the previous Minutes, the Clerk confirmed that he had written to WDC to obtain standard form dog notices referred to.
- 3.8 With reference to paragraph 17 of the previous Minutes, an enquiry was raised as to the submission of possible street names for the new developments in the Parish; the Clerk reminded the Council that it had been agreed at an earlier meeting in the summer that Cllrs would put forward to him a list of suggested street names but he had not yet received it. It was agreed that Cllr Marriott (in conjunction with Cllr Loveridge) would pursue this to a conclusion and submit a list to the Clerk. **Action: Cllr Marriott**

4. Report on matters from Warwickshire County Council

In the absence of WCC Cllr Redford, the Clerk said that he had had a number of communications from Cllr Redford which had been referred to under matters raised elsewhere in this meeting.

5. Report on matters from Warwick District Council

In the absence of WDC Cllr Doody, there was no report – the Clerk said he was unaware of matters to be raised other than those which were already the subject of the Agenda.

6. Financial Matters

- (a) The Clerk reported that the balance on the investment account was approximately £24,260 and the balance on the operating account was approximately £7,900 (a reduction in the amount of that account for the large number of payments which were made following decisions at the September and October meetings of the Council.)
- (b) The Council approved a number of payments set out on the filed schedule; in particular, retrospective approval was given to action by the Clerk and Cllr Follett in having a cheque for payment to Ludus Leisure in respect of alterations to equipment in Phase One of the new play equipment (following complaints from a resident – in an agreed sum). The Council also authorised payment of £12 to the Chairman for the cost of refreshments at the previous meeting in October when the Chairman of WDC attended and a payment of £4.50 to the Clerk to reimburse a car parking charge incurred by him when attending with Cllr Follett before the Local Plan Inspector on 17th November.

7. Vacancy for Parish Councillor

The Chairman reported that he had commissioned the Clerk a week or so earlier to invite a potential candidate to a meeting of the Council but the individual concerned contacted the Clerk and declined the invitation. It was agreed that the Clerk should discuss the position with another individual who the Clerk thought could be interested in taking up the vacancy.

Action: Clerk

8. Correspondence

- 8.1 In addition to correspondence received by the Clerk, elsewhere referred to in these Minutes, he confirmed that he had received letters of appreciation for recent donations made by the Council, from the Brownies, Rainbows, Scouts, St Nicholas' Church and Warwickshire Wildlife Trust respectively.
- 8.2 He had also received requests from a charity based in Leamington affiliated to Mencap seeking recruits as voluntary care workers and wanting to advertise through outlets provided by the Council; the view taken was it was not for the Council to take an active part in this but should the organisation wish to advertise on the noticeboard it would be accommodated.
- 8.3 He also received a request from an animal rescue charity seeking information as to the summer fete etc where they might have a stand to promote publicity and funds for their organisation; the Clerk had written to the correspondent informing her that the Council did not organise fetes, and were not aware of any in the offing.

9. Report on defibrillator at The White Lion

The Chairman said there had been some delay due to the absence abroad of himself and the Clerk since the last Council meeting on 24th October. The Planning Officer at WDC who was dealing with our application for listed building consent had issued an agenda of items required to be filed and had invited the Chairman and the Clerk to have a meeting with her to go through the Agenda. This was going to be dealt with on 1st December. (When this item was discussed at the beginning of the meeting, Mr Bill Sandhu of the Defibrillator Group was present.)

10. Neighbourhood Plan

- 10.1 Cllr Friar said things were still in hand; the Council needed to determine whether the working group should be a working party only or become a sub-committee council. It was RESOLVED that the people concerned should be constituted as a working party only.
- 10.2 Cllr Friar reported that there had been an initial meeting with WDC Planning Department to formulate the scheme and the Clerk confirmed that application for registration had been filed.
- 10.3 Cllr Friar said the next steps are to budget costs, the fees of consultants and the way forward from that. It will be necessary to finance consultants to advise how to put the project together; it was hoped for that they would give their initial advice free of charge but the objective was to lead from their report to a funding application to finance the project as a whole. If the selected consultant wished to charge for his/her services then it could be necessary for the Council to fund the initial fees on the basis that these could be recovered in due course. The matter requires further study.

Action: Cllr Friar

11. Report concerning Bus Shelter

- 11.1 The Clerk tabled a list of accredited contractors which had been supplied to him by the Highways Dept. It was agreed that Cllr Marriott would let him have details of the contractor whose details have been supplied to him by the manufacturers of the new bus shelter. It was felt that whilst in some cases it was necessary to have one or more tenders such works might not be necessary here if the projected cost by the contractor for ground work was relatively low. The Clerk advised that the better course was to obtain one or more tenders.

11.2 The Clerk advised:

- a) It was essential to make sure that the Planning Dept approved the scheme (he pointed out that he had earlier received equivocal correspondence from them as the position needed to be clarified).
- b) He said that as Highways Dept had apparently given their blessing to the scheme and it was now established that the land for construction was highway land there should not be any further issue with the Highways Dept. The Clerk advised however that it would be wise to get a categorical written authority from the Highways Dept to carry out the works with a specific contractor.
- c) The Clerk advised further that before the above two matters were resolved the position should be put in front of the Council's insurance brokers so that there was no doubt that insurance cover was properly in place for the project.

11.3 With the above in mind, the Clerk had prepared in draft a letter to the Planning Dept to obtain clarification of their view of the matter. This had been held back pending this meeting but he would now send it out as its contents had been approved by the Chairman. **Action: Clerk**

12. Report on the Playing Field and Play Equipment

12.1 Cllr Follett confirmed that the works under Phase Two have now been completed (including the installation of the concrete table tennis table). He was in the process of making a claim for funding to WREN through their special electronic portal. The Clerk had a copy of the invoice from the contractor once funding had been received then Cllr Follett and the Clerk could arrange payment for the contractors. **Action: Cllr Follett & Clerk**

12.2 The Council wished to have it recorded their appreciation of Cllr Follett's hard work in achieving the conclusion of Phase One and Phase Two of the new play equipment; this has taken up a great deal of his time and energy and the final result was pleasing to all.

12.3 It was observed that the rubbish bin on the Playing Field was in a damaged condition – it appears that it has suffered from rust. It was agreed that the Chairman and the Clerk would purchase a replacement. **Action: Chairman & Clerk**

13. Update on Scout Hut project

Cllr Friar stated that there was no further progress on the Scout Hut.

14. Report on Sports and Social Club Matters

Cllr Tony Malin reported that the refurbishment had been carried out and was found to be satisfactory.

15. Report from Community Hall Committee

In the absence of Cllr Loveridge, the Chairman reported that a lamp in the car park had been replaced.

16. Update on any School Matters

There was nothing to report.

17. Report on current Planning Matters

Without going into specific applications, the Chairman reported on the general position:-

- a) The site adjacent to Ricardo’s had come up for reserve matters; the Council had received recently notice of the application and had no comment to make.
- b) Cllr Follett and the Clerk had attended on 17th November 2016 before the Local Plan Inspector appointed by the Government to approve/review the New Local Plan put forward by WDC. Cllr Follett recorded that the presentation on behalf of the Council lasted 2 ½ hours and the Inspector appears to have taken onboard all the issues raised by this Council.
- c) The Clerk reported that it was to be noted that Mr Dave Barbour of WDC presenting the case for them had gone to some lengths to say that WDC is very concerned about the amount of development under which the Parish is threatened at the present time and had strongly observed that application for development at The Valley was not likely to be accepted for planning permission. The Inspector’s report is likely to be published in the early part of 2017.
- d) The Clerk confirmed that he had sent a further detailed letter to Jeremy Wright MP following the views expressed in the Council at the last meeting – he awaited a response but would chase it up if necessary. **Action: Clerk**

18. Any Other Business

- (a) There was a discussion about improving the appearance of the Playing Field – with particular reference to planting trees and shrubs and installing benches. It was agreed that Cllr Hitchcox would have a look at this from the point of view of putting together that occasion for funding from the Neighbourhood Forum to finance these projects. (Earlier Cllr Marriott had pointed out that withstanding a suggestion of planting wild flowers in a corner of the Playing Field it would be more efficient to plant small shrubs and bushes; the water content of the ground would be likely to have a detrimental effect upon wild flowers.)

18. Date of next meeting: 30th January 2017

The Chairman closed the meeting ended at 9.40pm

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

Chairman of the Parish Council

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

Clerk to the Parish Council