

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 27th July 2015 at 7.30 pm.

Present: Cllr M Doody (in the chair), Cllr D E Chater, Cllr B Follett, Cllr B W Friar, Cllr Mr A T Hitchcox, Cllr A J Malin, Cllr Mrs J P Malin, Cllr H E J Marriott and Cllr S P Sabin

In attendance: -

1. **Apologies for Absence:** Apologies from Cllr Mrs D J Loveridge and WCC Cllr W Redford were accepted.

2. **Minutes of the Council meeting on 29th June 2015**

The Minutes of the last Council meeting on 29th June 2015 were approved unanimously.

3. **Matters arising from the Minutes of the 29th June 2015**

Clause 2 The Chairman reported on his meeting with the Defibrillator group headed up by Mr Bill Sandhu. A defibrillator had now been installed in the shop but it was desired to fix it to the outside wall and it would need a box to cover it. Following buying the defibrillator, the Group told Cllr Doody they now had about £6 left. The cost of installing the electricity to the box is £180. It was resolved that the action of the Chairman and the Vice-Chairman be approved that the Council would make a grant to the Defibrillator Group for the cost of the installation and electrics box.

The Chairman had checked the approximate coverage for kits in other parts of the Village. The location at the White Lion PH seemed to be appropriate; he said that Mr Sandhu is looking into that and negotiating approval with the owners of the White Lion PH.

Clause 14(b) The Clerk reported that he had had no reaction from Development Services at WDC concerning the fencing at Spring Lane (i.e. his correspondence). It was agreed accordingly that two Councillors would approach the developers of the site, AC Lloyd, and see if a suitable form of fencing could be negotiated direct with them instead of going through WDC. **Action: Cllr Chater & Cllr Marriott**

Clause 8.1 The Clerk reported that he had received written approval from the Highways Authority for the installation of flower planter boxes in the vicinity of Hallfields and the main road. Mrs Nelson would be responsible for maintaining them. He had also secured confirmation from the Council's insurance brokers that insurance cover (as required by the Highways Dept) for the planters could be included in the policy without further cost. **Action: Clerk**

Clause 8.5 Cllr Chater had attended a meeting of the Community Forum on the 2nd July. One of the issues has been enforcement of good order concerning parking in the Village. It was indicated the Police would review the parking issues in the Village from the point of view of enforcement of better parking. A report is to be prepared.

It is to be hoped that a grant can be obtained from the Forum to finance the cost of the Neighbourhood Plan. (In practical terms, this means an enhancement of the existing Parish Plan into a more formal document.) It was agreed that Cllr Chater and two others would form a working party to look at this.

Action: Cllr Chater, Cllr Follett & Cllr Friar

Clause 5 There was a discussion about a traffic survey concerning the facility of a pedestrian crossing at the access to the Bovis Development site in Southam Road – there was concern that the facility was not going to be properly considered. It was agreed to examine the matter. **Action: Cllr Sabin**

4. Defibrillators

There was nothing to add to that covered above.

5. WCC Matters

In the absence of WCC Cllr Redford, there was nothing to report.

6. WDC Matters

6.1 Cllr Doody said that since the Minister had turned down the Local Plan, WDC were now re-examining this – this will take some time.

6.2 Cllr Chater reported on the outcome of his approach to John Huxley at WDC concerning the emptying of litter bins. He had drawn a blank and so the Chairman said he would get in touch with the Chief Officer at WDC for Contract Services (Rob Hoop) and see if he could get some response from that quarter. **Action: Chairman**

7. Financial Matters

7.1 The Clerk reported that the balance on the operating account is approximately £17,000 and the balance on the investment account is approximately £19,200.

7.2 A number of payments were approved including the Clerk's quarterly pay of £1,210.15. Retrospective approval was given to payment of tax on that amounting to £255.00.

7.3 The Chairman tabled a copy of the budget for the year ended 31st March 2016 which had been submitted with the Precept application in January which he had revised. It was acknowledged that the overall balance of the budget statement was tied by the total amount of income and the carried over balance for last year at £47,068. The Clerk pointed out that the figures identified in the Budget Statement were broad estimates only. Cllr Sabin pointed out that the Balance Sheet should be produced by the Finance Committee. Cllr Chater (Chairman of the Finance Committee) agree to call a meeting of the Finance Committee to produce a Balance Sheet and pointed out that in real terms it is a matter for the decision of the Council in individual cases as to how much finance should be applied to a particular project or item at the time the decision was made. Put another way, the estimated figures in the Budget Statement were guideline only.

7.4 The Clerk pointed out that he was still waiting for a number of signed forms of Declarations of Pecuniary Interest from Councillors. He had so far received three back. The Councillors expressed the view that the forms were unnecessarily complex and asked the Clerk to take it back to the Monitoring Officer with the suggestion that a more simplified form be utilised. **Action: Clerk**

- 7.5 The Clerk reported that he was still waiting for forms to come back from some councillors concerning signatories on the bank accounts. (This does not apply to all Councillors as members of the Council prior to May 2015 were already accepted as signatories.) The outstanding forms are to be attended to. **Action: Clerk**
- 7.6 After discussion about the form of revised budget, the Clerk's proposal that there should be a meeting of the Finance Committee in the near future was agreed. **Action: Clerk & Finance Committee**

8. Chairman's Allowance

The Chairman referred to the principle of granting him an Allowance for his civic duties. The principle had been agreed by the Council at the previous meeting. With the absence of the Chairman from the room, the Council debated the actual amount of the Allowance and put forward a proposal of £200. The Chairman was advised of that sum.

9. Correspondence

There was none apart from items referred to under other Agenda items.

10. Planning Matters

A representation had been received on behalf of the proprietors of Radford Barn in Valley Road for the building of an extension. The planning committee will look into this and report back. **Action: Cllrs A and J Malin & Cllr Sabin**

11. Neighbourhood Plan

This item is referred to above.

12. Bus Shelter

It was agreed that as Cllr Loveridge has a close interest in this topic, and was not present, that the item be put on the Agenda for the September meeting. **Action: Clerk**

13. Playing Field Matters

The Clerk had received a request from a young man outside the Village who is not known to anyone present requesting to hire one of the football pitches on 2nd August. (Only a few days notice had been given verbally and not in writing without any details.) It was agreed that the young man be advised that the application would not be granted. **Action: Clerk**

14. Play Equipment

There was a discussion about the potential cost of financing the play equipment and it was agreed that the Council would analyse what was required, what could be afforded in stages, what were the specifications for updating the equipment and whether assistance could be obtained from WDC to survey the ground and the area of the play equipment. **Action: Cllr Follett & Playing Field Committee**

15. Scout Hut

Cllr Friar explained his connection with the Scouts and in particular that they were limited in their operations by not having their own base. Their equipment was in store and various items of equipment and paperwork were lodged in the homes of different people connected with the group. They could do with bringing it altogether. It was agreed that the Finance Committee would look at the costs of this and Cllr Friar is to supply them with figures. **Action: Cllr Friar & Finance Committee**

16. Sports and Social Club Matters

Cllr A Malin reported that the AGM is to be held in the next week or so and he will attend. **Action: Cllr A Malin**

17. Community Hall Matters

In the absence of Cllr Loveridge, Cllr Chater reported that funds were down by about £800 – in respect of the costs of having a new Lease prepared. The new lease between the Hall and the Sports & Social Club has now been signed by the Community Hall Committee and was out with the Social Club for signatures.

18. Village School Matters

There was nothing to report.

19. Any Other Business

Cllr Sabin raised two issues

- (a) That action should be taken to have removed a builder’s advertising sign which had been in place on the main road for some weeks; (probably without a licence). The Clerk would request that the Highways Dept would have it removed.

Action: Clerk

- (b) He drew attention to the potential health and safety hazard on more than one house in Lewis Road which had chippings on their drives which then got washed onto the pavement and road with potential hazard to passers-by. It was agreed that this would be looked into further.

20. Date of next meeting: 28th September 2015

The meeting closed at 8.50 pm.

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

Chairman of the Parish Council

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

Clerk to the Parish Council