

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 30th November 2015 at 7.30 pm.

Present: Cllr D E Chater (Vice Chairman) in the chair, Cllr B W Friar, Cllr Mr A T Hitchcox, Cllr Mrs J Loveridge, Cllr A J Malin, Cllr Mrs J P Malin, Cllr H E J Marriott, Cllr S P Sabin and Cllr M Doody in his capacity as Chairman of WDC

In attendance: WCC Cllr Redford

1. Report from WCC

(This matter was taken first as WCC Cllr Redford had to leave the meeting.)

- 1.1 Cllr Redford agreed to approach WDC regarding an access way for pedestrians from the height of Southam Road down to the canal and vice versa with the installation of hand rails and a better pathway. He would see what he could do. **Action: Cllr Redford**
- 1.2 Cllr Redford tabled a plan for proposed new signage which the Highways Dept are to install on the Fosse Way to create better driving conditions.
- 1.3 At the junction of the Fosse Way with Harbury Lane a survey of accidents is being carried out but he made the point that many accidents are not reported. The WCC Highways Dept can only create a survey based on items reported to them.
- 1.4 On the suggestion that there should be a 50mph speed limit imposed on the Fosse Way between Harbury Lane and the roundabout with the A452, he said he would see what he could do. **Action: Cllr Redford**
- 1.5 As a matter arising from previous Minutes, in order to pursue an application to the Highways Dept for proposed double yellow lines on Lewis Road, the Council should carry out a measurement of the areas where they felt priority should be given to the installation of yellow lines and submit a plan/sketch with measurements on it to show the specific areas requested. It was stated that any proposed changes could form part of the new Neighbourhood Plan rather than seeking approval on this controversial issue now. **Action: Cllrs Chater & Sabin**

2. Apologies for absence: Cllr B Follett

3. Minutes of the Council meeting on 26th October 2015

The Minutes of the last Council meeting on 26th October 2015 were approved with some amendments, (the Clerk authorised to correct in a final version). **Action: Clerk**

4. Matters arising from the Minutes of the 26th October 2015

- 4.1 Cllrs Chater and Marriott confirmed that the grit box recently purchased had not yet been installed in Chance Fields. A problem had arisen in that a nearby resident did not want it immediately adjacent to his premises even though it was installed on the public highway. It was felt that an arrangement should be made to accommodate his wishes

and change its position slightly. Cllr Marriott pointed out that it could be fixed into the ground to prevent the public moving it about. **Action: Cllrs Chater & Marriott**

- 4.2 Cllr Chater reported that he had looked further into the proposal by a resident to install flower planters by the street signs for Hallfields. It had emerged that the resident was hoping for a financial contribution from the Council. It was agreed to await a further response from the resident regarding a quotation which she agreed to obtain before taking the matter further. **Action: Cllr Chater**
- 4.3 As to item 8.1 of the previous Minutes, the Clerk stated that he had not been back to the person who had approached him from WRCC as he saw no useful purpose in pre-empting it in light of the Council's views expressed at previous meetings. It was agreed that the matter should be left until the wider aspects of housing needs in the Parish were in focus with the development of the several new housing sites in the Village. (See paragraph 17 (c) below.)
- 4.4 As to item 8.4 in the previous Minutes, Cllr Loveridge reported that she and Cllr Marriott had looked at possibilities of street names for the site on Southam Road. It is not yet known how many roads there will be requiring names but they are in the process of completing the list which will be submitted to the Clerk. **Action: Cllrs Loveridge & Marriott**
- 4.5 As to item 16 (d) of the previous Minutes, Cllr Marriott reported that the Council had been represented at the local Remembrance Service by the Vice Chairman, himself and the Clerk.
- 4.6 As to item 8.2 of the previous Minutes, Cllr Marriott said there had been difficulties with the Ramblers Association having used the car park, causing inconvenience to regular users of the car park on that day. It was agreed that, should a further request be received for car parking from them or a similar organisation, it should be refused. **Action: Clerk**
- 4.7 As to item 2 of the previous Minutes, the Cllr Doody gave a brief update on the amount of funds in hand to support installation of further defibrillators in the Village; the request had been submitted to the proprietors of The White Lion and their response was awaited. They had recently passed to the Clerk a couple of cheques by way of donations from local people. Thought was being given to installing a defibrillator in the telephone box if The White Lion declined to have one on their premises. Cllr Doody will pursue this matter. **Action: Cllr Doody**

5. Declarations of Pecuniary Interests and Code of Conduct

The Clerk said he had now received Declarations of Pecuniary Interest from all ten Councillors so that matter was closed but in the process, the Deputy Monitoring Officer had drawn his attention to the need for the Council to have in place an updated Code of Conduct. He had therefore tabled copies for all Councillors of the Revised Code of Conduct (Model version) of WDC which the Council unanimously approved and adopted.

6. Report from WDC

Cllr Doody said he appreciated being an invitee to the Council's meeting on this day in his capacity as Chairman of WDC.

- 6.1 He said he was doing the rounds of Parish Councils and had so far attended fourteen.

- 6.2 He expected that increase on Council Tax in the forthcoming year would be 1.9% of the Precept for WDC.
- 6.3 The Neighbourhood Community East Forum had funds of approximately £5772 for distributions. This had to be allocated between 25th January 2016 and 10th February 2016 otherwise the fund would be absorbed in WDC general funding. He was therefore hopeful of pressing a claim for a grant of £1000/£1500 in respect of the defibrillators or for the Playing Field equipment. **Action: Cllrs Doody**

7. Financial Matters

- 7.1 The Clerk reported that the balance on the bank operating account was approximately £22,000 and the balance on the deposit account was approximately £19,000. He will arrange for a transfer of part of the funds onto deposit accordingly. **Action: Clerk**
- 7.2 Payments were approved by the Council as detailed on the attached schedule.
- 7.3 The Vice Chairman reported that, after discussions with Michael Pearson, it had been agreed that his current charges should be reduced by £5 per week. **Action: Clerk**
- 7.4 The Clerk had recently received the standard request from WDC for submission of an application for the Precept; he would turn his attention to this during the Christmas vacation. **Action: Clerk**

8. Model Financial Regulations

The Clerk said that, arising out of his CILCA training, it had been drawn to his attention that the Council should adopt updated model financial regulations in accordance with good practice. A brief examination of the revised version prepared by WALC showed little difference to the previous edition but he would put this document before the Finance Committee with a view to a report back from the Committee at the next Council meeting. **Action: Clerk & Finance Committee**

9. Bulb Planting

Cllr Doody said that between him and Cllr Marriott a quantity of bulbs had been passed to the Scouts (c/o Cllr Friar) with the object of getting them planted by the Scouts.

10. Correspondence

There was none apart from items referred to elsewhere.

11. Planning Matters

There was nothing to report independently of the matters referred to under any other business.

12. Report on Playing Field Matters and Play Equipment

- 12.1 The Clerk reported that Cllr Follett had been very busy recently putting together the paperwork for the grant application for The Big Lottery Fund working with Mrs Naomi Northey. They had called upon the Clerk for a number of items of information and hopefully the portfolio was complete. The grant application form required to have filed with it a copy of the Council's Equality & Diversity Policy. In conjunction with the Clerk, Cllr Follett had already circulated by email a copy of the draft Policy which he and the Clerk had put together. The Clerk therefore moved that the Policy be adopted by the Council at this meeting so that it was available for filing with the application. It was

agreed that the draft Policy should be adopted and placed with the Council's formal documents.

Action: Clerk

- 12.2 Cllr Marriott reported that the swing structure had been installed but some parts of the fittings had not been supplied so delaying completion of the project. The Clerk confirmed that he had not yet received an invoice from these suppliers which tied in with the fact that they had not yet delivered the items requested. This is to be chased up.

Action: Cllr Marriott

13. Scout Hut

Cllr Friar said that he had not yet had an opportunity to prepare a report for the Council with detailed costings as previously requested. He would pursue this as soon as possible and put before the Council the detailed figures etc.

Action: Cllr Friar

14. Sports and Social Club Matters

Cllr Tony Malin reported that the next meeting of the Club Committee is on 1st December (i.e. on the next day). The Club now has a new email address and therefore general communication and possibly some variations to the website, to be advised.

Action: Cllr Malin

15. Report from Community Hall Committee

Cllr Loveridge reported that the AGM had just been held and the Annual Accounts filed. (Copy passed to the Clerk) There was one specific item of action which was the replacement of two windows in the Hall.

16. Village School Matters

There was no report.

17. Any Other Business

- (a) It was noted that there was no item for the Bus Shelter on the Agenda for this meeting and it was confirmed that it had been agreed that it would be on the Agenda for the January meeting.
- (b) It was felt by Cllr Doody and Cllr Chater that following a meeting with Tracy Darke, to be arranged, a working party could be convened to deal with the Neighbourhood Plan. Recourse could be made to Bernadette Allen of Neighbourhood Community East Forum for assistance in putting a Neighbourhood Plan together. Cllr Doody pointed out that there is a large part of the Parish Plan which had been produced under the auspices of Cllr Chater for recent planning appeals which could be utilised for the new project.

Action: Cllrs Chater & Doody

- (c) There was a detailed discussion about two pending planning applications for development in the Village (in the absence of Cllr Marriott who had withdrawn from the meeting).
1. The application for planning permission by Rosconn on land next to Ricardos. It had been called in by Cllr Doody to the Planning Committee for consideration (i.e. not for decision by the officers). Cllr J Malin confirmed that objection on behalf of the Parish Council had been lodged.

2. Cllr Doody said the weakness of the community at present was the invalidation of The Local Plan which WDC had worked very hard to put in place and had been rejected by the Minister. The revised Local Plan was likely to be settled by June 2016 and published for consultation in September 2016. The difficulty therefore arose that, pending adoption of that Plan by the Minister which might be sometime after September, planning applications had a maverick character.
- (d) The Clerk had circulated paperwork comprising a request for interface with the Parish Councillors by the professional agents for the proposed development on the northerly side of the existing site which is due to be developed on Southam Road. The agents have arranged for a meeting in the Community Hall on Tuesday 8th December 2015 and are hoping that a number of Councillors will attend the presentation so they can ascertain their views.
 - (e) The Clerk had confirmed to the agents by email the following points:
 - I. He was unable to be present for the presentation due to other commitments;
 - II. One or two Councillors (probably the Chairman and Vice Chairman) would attend at some stage;
 - III. The Council was not prepared to comment on the merits of the proposal until a full planning application had been presented to WDC;
 - IV. The agents could have attended the Council meeting on 30th November but were unable to do so, due to other commitments.
 - (f) A coloured brochure had been distributed to the residents of the Village and copies were on the table. Cllr Doody also had a detailed plan of the proposed development. This shows a development with a roadway reaching up to the rear of houses in Offchurch Lane, the only access along this estate roadway being through the proposed roadway in the other development on the north side of Southam Road. (The detailed plan shows pedestrian and bicycle access into Offchurch Lane but no roadway.)
 - (g) The indication from the plan is that up to 150 houses are proposed for this site (which it was noted would be an addition to the 60 houses already planned for the Southam Road site.)
 - (h) The Clerk drew attention to two sets of emails received; one is an email from the developers' agents outlining the plan; the other was a combination of two emails from a local resident expressing concern about the proposals. He had circulated a copy of the agent's email and he tabled copies of the resident's emails.
 - (i) It was agreed that one or more Councillors will attend the presentational 8th December to see what transpired.

18. Date of next meeting: 25th January 2016

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

Chairman of the Parish Council

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

Clerk to the Parish Council