

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 20th May 2013 at 7.30 pm.

Present: Cllr D E Chater (in the Chair), Cllr Mrs J A Edwards, Cllr Mrs J Loveridge, Cllr Mrs J P Malin, Cllr A J Malin, Cllr H E Marriott, Cllr Pickford and Cllr J M Whitehead

In attendance: Stan Sabin and Nicky Flutey

Election of Chairman and Vice Chairman

It was proposed by Cllr Whitehead and seconded by Cllr Loveridge that Cllr Chater be re-elected as Chairman for the forthcoming year. There was a unanimous vote that Cllr Chater be elected.

There being no nominations for the office of Vice Chairman, it was agreed that the matter be put over to the next meeting of the Parish Council on 24th June.

A list of the Standing Committees had been circulated by the Clerk in advance of the meeting. The list was agreed.

1. Apologies for Absence - Cllr F Walsh, WCC Cllr Redford and WDC Cllr Doody

2. Minutes of the Council meeting on 29th April 2013

The Minutes were approved and signed.

3. Police Matters

There was no input from the Police.

4. WCC & WDC Matters

4.1 In the absence of WCC Cllr Redford and WDC Cllr Doody there were no reports.

4.2 The Clerk confirmed that he had arranged for Bernadette Allen of the Eastern Neighbourhood Forum to attend the meeting of the Parish Council on 24th June to speak to the Council in accordance with their request for her to do so.

- 4.3 The Clerk had received a circular type letter from Stephen Hay at WDC enclosing a briefing note on the progress regarding the Local Plan. He did not circulate the letter but confirmed there was little substance in it. This was noted.

5. Matters Arising from the Minutes of the 29th April 2013

- 5.1 The Clerk had received a letter from the Highways Dept with reference to the Leylandii trees planted in Southam Road; the Dept are taking the occupier of the premises to court and will report back.
- 5.2 Following discussion at the previous meeting, the Clerk had contacted Mr Richard Barnard of the Highways Dept concerning the footpath at the rear of the above premises (i.e. Dunbar House). He had been advised that Mr Barnard had a number of cases to deal with (implying a back log of work) but the matter was in hand. Mr Barnard in telephone conversation had said there were legal and physical difficulties with the shape of the footpath and he would have to look into it. Councillors thought this was exaggerating the issue and it was agreed that Cllr Whitehead would photograph the site and prepare a plan with which the Clerk could arm Mr Barnard in his deliberations.
- 5.3 The Clerk said he had not forgotten the request he had submitted for a second street sign in The Greswoldes. He had been promised one in April but at yet there is not one in situ. He would chase up the matter.
Action: Clerk
- 5.4 The Clerk reported that with reference to the Youth Club building he had followed up the enquiry that he had received from a lady who said she was interested in running a youth club and he had advised her strongly to put in a submission before the Council Meeting in May. He had received no reply at all.
- 5.5 The Clerk reported that following a request by The Big Lottery Fund that he should amend the original application for a grant, he had done so in February in conjunction with Mrs Northey who is the originator of the application; after a considerable time he had recently been advised that the application had been rejected because it was not 'complete'. Despite him remonstrating with an officer of The Big Lottery Fund, he had been advised to re-submit the application completely. Therefore in conjunction with Mrs Northey, he had submitted a fresh application, revising some of the format in the hope of making it more attractive to those making the decision to give the grant.
- 5.6 a) There was considerable discussion about the Parish Council donation to St Nicholas' Church alongside the Council's previous discussion on a fitting memorial to the late Mrs Lil Lay. The Chairman was under the impression that St Nicholas' Church proposed to affix a plaque to the newly installed organ in the Church stating that it had had been donated by the Parish

Council in memory of Mrs Lay. The Council unanimously agreed that it was not appropriate to identify the organ in isolation as a memorial to Mrs Lay.

b) It was agreed that the Clerk would communicate to St Nicholas' Church that any record relating to the gift from the Parish Council should have the description 'Donated by Radford Semele Parish Council on behalf of the residents of this Village'.

Action: Cllr Loveridge & Clerk

6. Finance and Accounts

- 6.1 The Clerk reported that the balance on the operating account is approximately £10,500 and the balance on the investment account is approximately £21,200. The operating account has maintained its balance despite the recent payment to St Nicholas' Church and by the first instalment of the Precept.
- 6.2 The Clerk has collated the paper work for the Internal Auditor and this will be despatched tomorrow (after the cheque book has been used at this meeting).
- 6.3 In accordance with a directive of the External Auditor, the Clerk has posted up a notice of the Audit. This gives the public the right to inspect the accounting documents for a limited period.

7. Correspondence

- 7.1 The Clerk had sent a letter to Mrs Barbara Wyatt thanking her for bringing up the question of the overfull bin which had now been dealt with.
- 7.2 The Clerk had received a letter from Mrs Barbara Hodge, Treasurer of St Nicholas' Church, expressing thanks for the final instalment of £6,000 and also the Council's donation of £430 to the commission of a DVD used by Alan Jones.
- 7.3 The Clerk reported that Stoneleigh and Ashow Joint Parish Council applied to WDC for the creation of a Neighbourhood Plan.
- 7.4 The Clerk reported that a circular had been received from WDC enquiring as to interest in the Parish of selling land for a potential gypsy site. This was noted.

8. Bus Shelter

There was nothing to add at this stage. This item is to be put on the Agenda for the next meeting.

Action: Clerk

9. Website

- 9.1 The Chairman had prepared a mock-up on paper akin to the mock-up design which he had displayed on a flipchart for the benefit of Councillors at the previous meeting. The outline design of his mock-up was approved.
- 9.2 The Chairman had prepared a contract specification for a web designer to pick up and to form the basis of a quotation.
- 9.3 It was agreed that three invitations to quote should be put out – Cllr Edwards to a contact of hers, the Clerk to a contact of his and the Chairman to the web designer who prepared the Cubbington Parish Council website.

Action: Cllr Edwards, Chairman & Clerk

10. Youth Club building

- 10.1 It was agreed that the Council would proceed with the demolition.
- 10.2 It was agreed that the contractors contacted by Cllr Whitehead - Coventry Demolition Company - should be invited to carry out the demolition of the building in accordance with the quotation supplied by them dated 18th September 2010. Cllr Whitehead confirmed he had discussed the position with them and they stood by their original quotation. The Clerk is place a formal order. **Action: Clerk**
- 10.3 It was suggested that it would be timely to procure an asbestos report on the building; this would be required in any event – whether the building was put out to new occupiers or whether it was demolished. Cllr Whitehead said he had received a quotation of £275 for such a report. It was agreed that he should commission an asbestos survey in advance of steps being taken to demolish the building. **Action: Cllr Whitehead**
- 10.4 It was agreed that the electricity and water supply to the building would be disconnected and capped off so that if in the future it was desired to reinstate the supply to a new building that could be done. **Action: Cllrs Marriott & Whitehead**

11. Report from the Planning Committee

- 11.1 In the absence of Cllr Walsh, there was no report. The Council expressed their concern that there was no written update on the current planning scenario. It was felt that a written update should be tabled at each Council meeting covering all pending applications and if there were none then the update should so state.
- 11.2 The Chairman drew attention to the current building development at the house on the corner of Godfrey Close and Lewis Road; it is understood that a revue of the planning permission was in hand at the Planning Authority.
- 11.3 The Clerk had noted that there was a planning application in respect of 6 Lythall Close in respect of which observations from the Parish Council were

expected by the 7th June 2013.

12. Report from the Playing Field Committee

12.1 It was noted that the dog bin at Spring Lane had become overflowing and that it was difficult to pin down the contractors as to precise dates of emptying the bin. However it had now been emptied.

12.2 It was agreed that the Clerk should apply to WDC to identify a form of work schedule for the clearing of the dog bins by these outside contractors hired by WDC. **Action: Clerk**

12.3 It was noted that there had been a fire in the hedgerow adjacent to The Lodge. This had been dealt with but it was noted there was still a lot of debris and rubbish adjacent to The Lodge which needed care and attention. It was agreed to contact the Managing Agents to get the site tidied up.

Action: Clerk

13. Report from the Finance Committee

There was nothing to add to what had been said above.

14. Report from the Sports and Social Club Committee

Cllr A. Malin reported that he had not attended the last meeting of the committee of the Sports and Social Club and so had nothing to report.

15. Report from the Village Emergency Committee

Cllr Edwards reported that there was nothing to report.

16. Report from the Community Hall Committee

16.1 Cllr Chater said that there was a meeting of the Eastern Neighbourhood Forum in the next days that he would attend. He was proposing to promote the application for a grant of up to £8,000 to support works at the Hall.

16.2 There was a detailed discussion about the showers and general plumbing arrangements for the Hall. Concern had previously been expressed that the showers and changing facilities need serious improvement. It is hoped that a grant may be obtained from the Forum in order to facilitate that.

17. Report from the School Governors

Cllr Pickford reported that there is nothing to report. The School is still expanding in terms of numbers and activities.

18. Any Other Business

(a) Cllr Whitehead said he had had a complaint with reference to one of the rear hedgerows in the alleyway behind The Greswoldes abutting on the Chance Fields. He will investigate further to see whether a round-robin letter to all the residents could be sent out or just to one householder identified with a request to put their rear hedge in order.

Action: Cllr Whitehead

(b) The Council confirmed that the hedge adjacent to the car park was the householder's total responsibility should the matter be raised again.

19. Date of next meeting: Monday 24th June 2013

The meeting closed at 8.35 pm.

Signed.....

Date.....

Chairman of the Parish Council