

# **RADFORD SEMELE PARISH COUNCIL**

## **MINUTES**

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 29<sup>th</sup> July 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 Pickford, Cllr F Walsh and Cllr J M Whitehead

**In attendance:** WCC Cllr Wallace Redford

- 1. Apologies for Absence - Cllr H E Marriott**
- 2. Minutes of the Council meeting on 24<sup>th</sup> June 2013**

The Minutes were approved.

### **3. Police Matters**

A standard form newsletter had been received from the Police by email in early June. In addition, notice had been given that siting of the mobile police station has been changed from the date in July to Sunday 1<sup>st</sup> September 2013 at the Community Hall car park.

### **4. WCC Matters**

- 4.1 Cllr Redford said he was still working his way in. It was an interesting experience as there is no overall control in the County and therefore the political parties were co-operating with each other to get business through. There were no special issues at present and work on the budget will start in September for the year 2014/2015. It has been started early because it is anticipated that there will be a lot of argument about it due to the fact there is no ruling party.
- 4.2 He said he is meeting with the Police Commissioner on the 17<sup>th</sup> September 2013. Therefore if the Councillors or Clerk had any issues to raise about the Police and with the Commissioner they should submit them to Cllr Redford so he can raise them at that meeting.

### **5. WDC Matters**

- 5.1 In the absence of Cllr Doody there was no report.
- 5.2 The Clerk had received from the Registration Officer of WDC a consultation paper on District Council Governance. It was agreed that the Chairman, Cllr Walsh and the Clerk would have a look at this wordy document and report

back.

**Action: Chairman, Cllr Walsh & Clerk**

- 5.3 The Clerk had filed the Parish Council's submission by way of objection to the proposal for gypsy sites GTO2 and GTO4 as proposed by consultants commissioned by WDC. (GTO2 is the major site being the junction of the Fosse Way and the A425 road from Radford Semele to Ufton.)
- 5.4 The Clerk had filed submissions agreed between him and the Chairman with respect to The Local Plan issued in June which was a proposal by WDC to build 150 extra houses in the Parish instead of the original figure of 100. In other respects the arguments were the same and the Clerk had utilised the same arguments put forward by the Parish Council in 2012.
- 5.5 Cllr Redford indicated that the Government are still interested in creating a unitary authority; the effect of this locally will be that the County Council will disappear and more responsibility will be placed upon parish councils. This is likely to necessitate more expense and more staff and the question then arises as to whether funds will be made available.
- 5.6 Cllr Whitehead expressed the strong view that if councillors as unpaid volunteers were being asked to sift through more and more paperwork as the years went by, he questioned the efficiency of this. Cllr Walsh pointed out that the Localism Act 2011 encapsulated the Government's ideas of delegating down more responsibility from central government from the upper tiers down to parishes in order to get local people and members of the public involved.
- 5.7 Late on Friday night (26<sup>th</sup> July), the Clerk had received a heavy email bundle from Mike Dutton of Budbrooke Parish Council who is seeking to co-ordinate action amongst different councils to object to the items proposed under The Local Plan. He is focussed on the construction of about 10,800 houses; Budbrooke is earmarked for 150 new houses and he is seeking to join in common action by all parishes within the area of WDC who are threatened with an extra 150 houses. The Chairman said he had read the document and there was a lot of material in it which needed digesting before this Council responded to it. He wondered whether this Council had the time to engage in more meetings with Mr Dutton's taskforce. It was agreed that the Chairman and the Clerk would examine the document and formulate policy on it. (The Chairman had previously responded to previous notes from Mr Dutton giving support to him but the Chairman had not been able to attend a meeting earlier.)

**6. Matters arising from the Minutes of the 24<sup>th</sup> June 2013**

- 6.1 The Chairman said he was aware that the dog bins had become very full; he questioned whether they are being emptied systematically by the Council's groundsman; it appears that a few weeks ago the bins were emptied by operatives from WDC but this was clearly a one-off and may have been an error on their part. The name of Mr Nick Grey had been put forward as a

contact point at WDC. The Chairman and the Clerk had decided not to pursue matters with him immediately in the light of the bins being emptied. The Chairman confirmed that Mr Pearson would be responsible for ensuring that bins were emptied. **Action:**

#### **Chairman**

- 6.2 Cllr Whitehead had not had an opportunity to pursue the matter of the hedgerows in Chance Fields and it was decided to leave this matter in abeyance.
- 6.3 The Clerk had written to invite the current Chairman of WDC to the Council's meeting in October or November. He had not yet had a reply.
- 6.4 A letter from the Lord Lieutenant seeking names to be put forward for the Queen's Award for Voluntary Work had not produced any names. It was agreed to review the matter further.

### **7. Finance and Accounts**

- 7.1 The amount on the operating account currently is approximately £8,500 and the amount on the investment account currently is approximately £21,200.
- 7.2 A number of payments were approved including the sum of £250 + VAT for Cllr Marriott for substantial earth moving works in connection with the demolition of the Youth Club building and a sum of £8.33 to the Chairman as a refund of expenses.
- 7.3 It had come to light that when the Council approved payment to the Clerk of his first quarter's salary and separately the amount of tax on that there had been an overpayment. At the previous meeting of the Council, the Clerk had followed the sums set out in the certificate issued by the Council's PAYE managers but had overlooked that a proportion of the sum paid for that quarter represented the sum due to the Clerk for the year end 2012/2013 (paid to him in March 2013.) Whilst the manager's computation for tax purposes is correct, she was not aware that the Clerk had already drawn the sum in question resulting in an overpayment to the Clerk in the first quarter of 2013/2014 of £309.59. It was agreed that this would be adjusted by an equivalent deduction of the Clerk's salary for the quarter 2013/2014. This will fall due at the meeting of the Council on 23rd September 2013.

**Action: Clerk**

- 7.4 The Clerk confirmed that papers had been sent off to the External Auditor but no response had been received as yet. There was nothing untoward in that.

### **8. Correspondence**

- 8.1 The Clerk had received a letter from WCC confirming that the Warwickshire Waste Core Strategy had been adopted. Cllr Redford said this policy document should have no bearing on the Parish.

8.2 There was no other correspondence dealt not with under other headings.

## **9. Bus Shelter**

The Chairman and Cllr Marriott were still waiting for a full set of costings before moving the project forward and would report in due course.

**Action: Cllr Marriott**

## **10. Website**

10.1 The Chairman had given thought to the three quotations provided for the creation of the website. He had not received any representations from Cllrs in general as to preferring one to another. To avoid unnecessary debating within the Council, he proposed that he and Cllr Edwards should form a working party to progress the matter. They would do this by interviewing the proposer of what appeared to be the most suitable estimate, that of Mr Kip Warr. It was agreed that they should do this and agree contract if satisfied.

**Action: Chairman**

**& Cllr Edwards**

10.2 At the Clerk's suggestion, it was agreed that the Chairman and Cllr Edwards should be given authority to interview the other candidates for the creation of the website if they came to the conclusion that Mr Warr, for one reason or another, was not suitable. It might be on the grounds of cost or might be on his specifications.

**Action: Chairman & Cllr Edwards**

## **11. Youth Club building**

11.1 Cllr Whitehead reported that the building had now been eliminated. The contractors had taken away the building and had also volunteered to dig out the foundations. Both Cllrs Whitehead and Marriott were relieved from having to deal with the foundations. Cllr Marriott had put down 28 tons of earth to fill the void. Grass seeding was approved for September/October to return the site to grassland.

11.2 The Councillors acknowledged that the wall of the Community Hall was exposed and it would be necessary to install security bars across the windows of similar type to those on the other windows of the Hall. **Action: Cllr Loveridge & Cllr Whitehead**

## **12. Report from the Planning Committee**

Cllr Walsh reported that three applications had been received:

- a) An extension to 9 Lythall Close had been granted (to her surprise).
- b) The development at Radford Barn (on the way to Whitnash) had been refused (no surprise).

- c) The occupier at Dunbar House had installed a fence of approximately 10 feet high inside a line of leylandii trees currently the subject of a prosecution by the Highways Dept. The fence is inside the hedge which is inside the leylandii trees so arguably he is entitled to install this fence. It was agreed that Cllr Walsh would speak to the Planning Office about it to see whether this particular fence could be challenged.

**Action: Cllr Walsh**

It was noted that the Clerk will be pursuing the matter of the obstruction of the footpath at the rear of Dunbar House.

**Action: Clerk**

### **13. Report from the Playing Field Committee**

Cllr Marriott had been in discussions with Roger Owen regarding assistance on refurbishment of the aerial slide but it had not progressed very far. Cllr Whitehead will take steps to move it along.

**Action: Cllr Whitehead**

### **14. Report from the Finance Committee**

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

### **15. Report from the Sports and Social Club Committee**

Cllr A. Malin reported that the Management Committee was now on a much better footing; turnover seemed to be improving and they were now getting advance bookings which were a sign of increasing business.

### **16. Report from the Village Emergency Committee**

Cllr Edwards reported that there was nothing to report.

### **17. Report from the Community Hall Committee**

- 17.1 Cllr Loveridge said there was a meeting of the Hall Committee the next day so there was nothing of substance to report, save for one issue. That is the project to refurbish the changing rooms for the estimated sum of about £10,000. The Chairman had, earlier in the meeting, outlined his attempts to obtain funding from WDC for a capital improvement grant from which it appeared that they required a contribution from the Parish Council in addition to any sums put forward by the Community Hall Committee. It appears that the sum could be of any level and does not appear to have to be match funded with the expected grant from the Forum.

- 17.2 It was agreed that the Chairman and Cllr Loveridge should have authority to offer a contribution of up to £1,000 to the project so that when the grant

papers were completed it could be seen by the Forum that a contribution by the Parish Council was being made.

**18. Report from the School Governors**

Cllr Pickford said that there was nothing specific to report. At the invitation of the Chairman, she described briefly the activities of the School are going well. Particularly she mentioned:-

- a) an increase in pupil numbers
- b) an increase in the number of staff
- c) the addition of tablets for information technology use
- d) existing cash problems
- e) noticeable that the governors were becoming more professional in their outlook.

**19. Any Other Business**

(a) Relating to the above reference was made to the brambles and the hedgerows generally in the pathway adjoining the School boundary. This had been a perennial problem but it appeared that the current work required could be the responsibility of the School as opposed to adjoining householders. It was agreed that the Chairman and Cllr Whitehead would walk the site to see where the responsibility lies.

**Action: Chairman & Cllr Whitehead**

(b) The Clerk had prepared a list of dates for future meetings of the Council in the forthcoming winter session: the dates were all on the last Monday of the month with the exception of the one in May which was adjusted. It was agreed that the Clerk would confirm the dates with Hazel Higgins. If the dates were acceptable to her then they would be fixed.

**20. Date of next meeting:**

**The meeting closed at 8.45 pm.**

Signed.....

Date.....

**Chairman of the Parish Council**