

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 31st January 2011 at 7.30 pm.

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

In attendance:

1. **Apologies for Absence:** Cllr A J Malin

2. **Minutes of the last meeting**

The Minutes of the last meeting were approved and signed.

3. **Police Matters**

3.1 The Clerk tabled several newsletters from the Police in similar format to those received in the past. It was agreed that these together with other items of news from the Police should be received by Councillors direct via their own email addresses (as opposed to being filtered through the Clerk). The Clerk is to arrange this. **Action: Clerk**

3.2 As to item 3.1 of the Minutes of the 29th November 2010, Cllr Walsh said that the incident of which the Police told the Clerk they had no record was an incident involving herself. A report had been made and she had a crime number allocated to it.

3.3 It was reported that PC Overall, who attended the Parish Council meeting on 29th November, had now left the Police Force. The officer who is now the contact point is PS 0803 David Kettle (c/o Kenilworth Police Station).

4. **WCC & WDC Matters**

In the absence of WDC Cllr Doody, there were no reports.

5. **Matters Arising**

5.1 Referring to item 6.3 in the Minutes of the 29th November, the Chairman said he had ordered a further grit bin for the location of Thornley Close from Glasdon who would be invoicing.

5.2 There followed a discussion about the absence of street signs on the corner of Hatherell Road and Lewis Road. It was agreed that the Clerk should seek to have at least one street sign fixed to the corner facing the traffic coming into the Village along Lewis Road. **Action: Clerk**

5.3 Consideration was given to the installation of a grit bin outside the shops in the Village.

- 5.4 Cllr Edwards raised the issue of a misaligned flagstone on the path across the Green in front of the shop which could cause an accident to a pedestrian. It was agreed that the Clerk should have it rectified. **Action: Clerk**
- 5.5 There was a discussion about the negligent parking of vehicles on the corner of Lewis Road and Southam Road and in School Lane adjacent to The Gardens; the Clerk advised that previous applications made by the Parish Council for the imposition of yellow lines had not been successful. It was agreed that the Clerk should make a fresh application. **Action: Clerk**
- 5.6 The Clerk reported that he had investigated alternative insurance for the Council in the light of item 8 in the Minutes of 29th November. He had received a preliminary report from Came & Co, the brokers previously mentioned, whose proposed underwriting would be with Aviva. They had supplied a preliminary quotation which was marginally less than the current premium paid by the Council to AON Insurance Brokers to Allianz. The brokers had proposed to come and see the Clerk and one or more Councillors on 23rd February by appointment to discuss details. It was decided that the Councillors did not wish to meet these brokers at the present time but the Clerk should approach the brokers nearer the renewal date in June 2011 and see what the brokers' competitive quotation was compared with that from AON /Allianz.
- 5.7 With reference to item 3.4 in the Minutes of 29th November, the Clerk reported that he had been in communication with the Speed Management Co-ordinator of the Road Safety Unit of WCC as to the criteria used for identifying sites for enforcement of speeding laws. He had been advised that there are two types of enforcement carried out by the Police – Mobile Camera Enforcement (CEU) and Local Enforcement (Safer Neighbourhood Team). He had been further advised that the only mobile camera site in the Village is in Southam Road so it appears that the Parish has been receiving local police enforcement via SNT. The Clerk had been supplied by email with an attachment leaflet detailing Speed Aware, designed to advise on the potential speed enforcement available. The Clerk distributed copies of the leaflet at the meeting. It was agreed that the Clerk should pursue enquiries further and report back.

6. Finance and Accounts

- 6.1 The Clerk reported that the investment account currently stands at approximately £41,180 and the current account stands at approximately £4,700.
- 6.2 The preparation of the Budget for the forthcoming year and the application for the Precept to WDC had been prepared by Cllr Chater over the Christmas break and papers had been filed by the Clerk in due time.
- 6.3 Cllr Chater raised the question of the Clerk's pay review which needed to be considered at the next Parish Council meeting; the Clerk reported that he had sent off for information from WALC as to the current pay review structure in the light of the Government's general freeze on public salaries. He hoped to have a report by the next Parish Council meeting. **Action: Clerk**
- 6.4 The Council approved a number of payments as detailed on the schedule tabled by the Clerk.

7. Correspondence

- 7.1 The Clerk referred to the circular letter dated 1st December 2010 which had been received during the Christmas break but circulated to all Councillors; this was a memorandum from WDC inviting comments on its proposal to make a new Dog Control Order. It was decided that the Council had no comment to make on this and agreed that the Clerk should advise WDC accordingly.
Action: Clerk
- 7.2 The Clerk had received a letter dated 29th January 2011 from a resident in Lythall Close complaining about dog mess on the footpaths, particularly at the junction of Hatherall Road and Lewis Road. The Council sympathised with the resident but the obligation to cleanse the streets lay with the Highway Authority, namely WCC. It was agreed that the Clerk should acknowledge receipt of the letter and express the Council's concern about the problem and draw the matter to the attention of WCC. It was agreed that a Notice should be placed on the village green for a temporary period drawing the attention of residents to clean up after their dogs.
Action: Cllr Whitehead & Clerk
- 7.3 The Clerk referred to paperwork he had received for the Warwick Rural East Community Forum meeting on 20th January 2011 (in which Cllr Chater is a regular attendee); the Clerk enquired whether the Council as a whole wished to have the paperwork circulated and/or matters arising put on the Agenda. It was agreed that, as Cllr Chater receives documentation direct from the Forum and attends, it was not necessary for the Clerk to raise the material as an Agenda item.
- 7.4 The Clerk had received paperwork from WDC Rural Play Area Improvement Initiative 2011, which he had copied to the Chairman prior to the present meeting. It was agreed that the offer of grants from WDC for this project was more deserving of less affluent parish councils and it was not appropriate for this Council to put in an application.
- 7.5 The Clerk had received an invitation from WALC for the nomination of a Councillor to attend a Royal Garden Party on Tuesday 19th July 2011. It was agreed that Cllr Chater should be nominated again this year. **Action: Clerk**
- 7.6 The Clerk reported that he had received the report of the Management Committee of the Community Hall for the year ending 31st March 2010 and that had been filed.
- 7.7 The Clerk reported that he had received notice of a training seminar on Saturday 9th April 2011 at Leek Wootton Village Hall entitled "Being a Good Councillor and Clerk". There were no takers for this seminar.
- 7.8 The Clerk reported that he had received notice of a WALC one day briefing seminar on Saturday 5th March 2011 entitled "At the Heart of the Community"; this is a generalised seminar on a parish council's interface with its community. There were no takers for this seminar.

8. Declarations of Interest by Councillors

The Chairman said this item, which had appeared on the Agenda on a number of occasions, had originally been raised by Cllr Walsh and invited her to speak to it. She said her issue was not whether the Clerk should review the format of documentation concerning Declarations of Interest but that they should be effected by Councillors on a regular, annual basis so that Councillors could keep such matters in mind. It was agreed that the matter would be dealt with by the Clerk getting fresh forms of Declarations before the Councillors at the first meeting of the Council in the new financial year (i.e. April) which would coincide with the Annual Parish Meeting.

Action: Clerk

9. The future of the Youth Club building

The Chairman reported that he had received an approach from another interested party in using the Youth Club building and he would investigate that approach further before further consideration was given to an earlier approach for use of the building (in lieu of a proposal by the Council to demolish it).

Action: Cllr Whitehead

10. Sports & Social Club land application

Cllr Whitehead reported that he had not yet had an opportunity to discuss matters with the Chairman of the Sports & Social Club and the matter should be put on the Agenda for the future.

Action: Clerk

11. Report from the Planning Committee

11.1 With reference to item (c) under Any Other Business, Cllr Walsh confirmed that she was maintaining a Planning Register.

11.2 Discussion ensued about the application for planning permission for 7 flats in School Lane in the former nursery school building. A commercial approach had been made in view that the Council should finance a housing needs survey (to justify the application for development). It was agreed that it was not appropriate for this Council to finance such a survey which was for private commercial interests. The Council's decision is to be indicated to the party concerned.

Action: Cllr Walsh

11.3 Cllr Walsh referred to two other planning applications which had been renewed by the Planning Committee.

12. Report from the Playing Field Committee

12.1 Cllr Marriott reported that he is in the process of procuring a tree to be installed in memory of Sunny Dillon. A suitable plaque will be devised to be fixed near to it to indicate the memorial.

Action: Cllrs Marriott & Whitehead

12.2 It was noted that the litter bin installed by Cllrs Marriott and Whitehead in the corner of the carpark was becoming full on a regular basis. It was noted that emptying the bin is outside the remit of WDC and it appears that this Council must make arrangements to deal with it. Further thought is to be given to this.

Action: Cllr Whitehead

13. Report from the Finance Committee

Cllr Chater reported that attendances at the Eastern Neighbourhood Rural Forum revealed that the Forum has access to significant amounts of money which had been allocated for rural use. If this Council wanted finance for a particular project (e.g. renovation of the Youth Club building) it would be appropriate to apply to the Forum for a grant. He recommended that the Council should put forward such an application before local authority finance ceases as a result of public spending cuts.

14. Report from the Sports and Social Club Committee

In the absence of Cllr A Malin, there was no report. Cllrs Chater and Loveridge reported that the Sports Club was now substantially in arrears of rent owed to the Community Hall and did not appear to be catching up. After considerable discussion on suitable action, it was agreed that a formal letter should be sent to the Club to pursue the arrears.

Action: Cllr Chater

15. Report from the Emergency Planning Committee

The Clerk reported that Mick Potter, who presence at the next Council meeting had been expected, had now retired from WDC. Cllr Edwards said she was investigating the possibility of getting his successor to attend but it was not likely now to be on 28th February.

Action: Cllr Edwards

16. Report from the Community Hall Committee

It was noted that the white lines in the carpark had become obliterated and it was necessary to repaint them. A quotation for the cost is to be obtained.

Action: Cllr Chater

17. Report from the School Governors

17.1 It was noted that there has been no success in recruiting a representative of this Council on the Board of School Governors. The matter is to be kept in mind.

17.2 Cllr Hodder (although not representative of this Council) reported on recent activity at the School Governors where he is LEA representative. He reported that the School had received a good Ofsted report two months ago and various other innovations had been brought in; application to SATS testing had settled down.

18. Report from the Youth Club

There was nothing to report in addition to item 9.

19. Any Other Business

- (i) Cllr Walsh reported she had not had an opportunity to deal with the wheelie bin stickers previously mentioned – this to be on the next Agenda. **Action: Clerk**

- (ii) Cllr Walsh reported that she had not progressed further with the web site but would be doing so. This item is to be put on the next Agenda. **Action: Clerk**

- (iii) It was agreed that at the next meeting there will be a review of regular payments made by the Council which are not subject to invoice (e.g. donations). Cllr Loveridge is to enquire whether the Church still wish to have a graveyard grant in the current circumstances where the builders were about to start work on the Church repairs. **Action: Cllr Loveridge**

- (iv) There was an enquiry as to whether the Scouts required further finance, in particular, keeping storage facilities for their equipment; an enquiry will be made into that as a prerequisite to setting the amount of a donation for them. **Action: Cllr Whitehead**

20. Date of next meeting: Monday 28th February 2011

Signed.....

Date.....

Chairman of the Parish Council