

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 28th March 2011 at 7.30 pm.

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

1. **Apologies for Absence:** Cllr A J Malin, Cllr J Hodder, Cllr Mrs F M Walsh and WDC Cllr Michael Doody

2. Presentation by Hybrid Arts

2.1 A short talk and video presentation by Ellie Orton and colleagues was given. They are a team of one youth worker and four interns and provide a service designed to encourage young people to become positively interested in working in media with the objective to discourage them from hanging about on street corners. Funds are limited but money is available from the Community Forum. A video showed them in action with a session provided to Stoneleigh, Cubbington and Baginton. An average training programme extends over ten sessions which can be taken consecutively or over separate units. They do not have a venue but rely on local councils to identify a venue.

2.2 The age groups are from 8 – 20 years and operate usually with 18 people in a session together with four staff. If there is a wide disparity in age groups then they will be divided into separate sessions. They are usually held from 5 pm to 7 pm depending upon the venue (deliberately after school to allow teenagers to attend). The session is usually on a fixed night for a period of 10 weeks so the youths can identify which night of the week it is.

2.3 The team would be pleased to put on sessions at Radford Semele – the main input from the Parish Council would be to provide the facility of and cost of a venue (e.g. the Community Hall).

2.4 The presenters were thanked for their presentation which was most interesting and informative. It was agreed that setting up sessions locally would be looked into.

Action: Cllrs Whitehead & Chater

3. Minutes of the last meeting

3.1 The Clerk pointed out there was a small omission from the Minutes to identify the allocation of a sum of £210 which was approved by the Council at the last meeting. Cllr Marriott explained this was a potential debt owed for tree work but he was yet to receive an invoice or identify the payee. It was agreed that the Clerk would hold the cheque on file in the interim.

Action: Clerk

3.2 As to item 4.3 in the Minutes, Cllr Whitehead said the location of a new grit bin had not been decided and it was agreed that the Minute should be amended to indicate that the installation of a new grit bin was pending. The Chairman is to sign the present Minutes and the Clerk to make the amendment later.

Action: Clerk

4. Police Matters

4.1 It was noted from an email newsletter from the police that police attention was being given to checking speeds in Offchurch Lane.

4.2 The Clerk reminded the Council that he had received correspondence acknowledging the Council's request for the imposition of yellow lines in Lewis Road and School lane – WCC were giving this consideration.

4.3 The Clerk reminded the Council that he had had an acknowledgement from WCC that attention would be given to signage on Haverell Road.

4.4 The Clerk is to pursue the above matters generally. **Action: Clerk**

5. WCC & WDC Matters

5.1 The Clerk reminded the Council that he had received a thank you letter from the complainant concerning the concentration of dog mess at the corner of Haverell Road and Lewis Road; the lady concerned was a SRN and therefore qualified to speak to such matters. A general discussion followed as to Cllr Whitehead's intention to put up notices reminding dog owners that they should ensure dogs went about their business in a tidy way. He proposed preparing laminated notices and either fixing them vertically or fixing them horizontally to the ground.

Action: Cllr Whitehead

5.2 In the absence of WDC Cllr Doody, there was no report but the Clerk reported that he had, in the last few days, been at a social function with the M.P. (Jeremy Wright) and it was clear that there was concerted activity to fight the HS2 railway proposal.

6. Matters Arising

6.1 It was noted that the wording for a tribute to Sunny Dillon had been agreed with his family – the Clerk had a copy of the note. It was agreed that a suitable plaque be identified to affix to a tree in the Playing Field to constitute a memorial.

Action: Cllrs Whitehead & Marriott

6.2 The Clerk reported that he had had a response from the former Chairman of the Parish Council, Stan Sabin, concerning his proposal for a 90th Anniversary celebration for the British Legion. It appeared that they were not looking for funding from the Parish Council but wanted to ensure that their proposed day did not clash with any proposals by the Parish Council. It was agreed that Mr Sabin be notified there was no clash.

Action: Clerk

6.3 Cllr Whitehead reminded the Council that it had been agreed earlier to make a contribution of £6,000 to the St Nicholas' Church Restoration Fund this year. It was agreed that the payment should now be made.

Action: Clerk

6.4 The Clerk reminded the Council that the closing date for the National Census had occurred the day before and any outstanding returns should be dealt with.

6.5 The Clerk said he had received a report from the Electoral Registration Officer at WDC that no applications for election had yet been received from members of the

Parish Council or any person wishing to join the Parish Council. The subject had been canvassed at the last meeting and an enquiry had been raised as to procedures. Subsequent to the last meeting, the Clerk had sent an email to all Parish Councillors advising on the procedure for obtaining election packs. It was agreed that the Clerk would obtain packs for Councillors A and J Malin and other Councillors would obtain their own packs.

Action: Clerk

7. Finance and Accounts

- 7.1 The Clerk reported that the balance on the investment account remained unchanged from the last meeting, approximately £41,000 and the operating account was approximately £3,300.
- 7.2 The Council approved a number of payments including the contribution to St Nicholas' Church (previously mentioned) and the balance of the Clerk's pay for the year ended 31st March 2011 (to be determined by the Finance Committee in the next day or so).
- 7.3 The Clerk reported that he had now received three potential quotations from public liability insurers but had not had an opportunity to analyse them in detail. He proposed to prepare a short report for the next Parish Council meeting containing an analysis; the view was expressed that, if a saving of only marginal effect was achieved by changing insurers, the Council may as well stay with the same insurers.

Action: Clerk

8. Correspondence

- 8.1 The Clerk reported that he had received thank you letters from Rainbows, Brownies, Scouts and St Nicholas' Church for the donations issued by the Parish Council at the last meeting. The Scouts' letter had come with a report on their activities – the Clerk distributed copies of the report to the meeting
- 8.2 The Clerk had received an invitation from WDC to put forward commendations from the Parish Council for representatives on the Standards Committee of WDC. The invitation was noted but no nominations were made.
- 8.3 The Clerk reported that there is to be a meeting of the area group of WALC on 4th April 2011 at the Town Hall in Leamington – all cordially welcome. The invitation was noted.

9. The future of the Youth Club building

- 9.1 Correspondence had been received by the Chairman and the Clerk at the time of the last meeting but in the Chairman's absence, the matter had been deferred to this meeting. He said that he had had a discussion with the people involved and had asked for more details of how they proposed to refurbish the building and run it.
- 9.2 It was agreed that the Council could not undertake an open-ended risk; if the management of the building was to be in other hands then those concerned must be responsible.
- 9.3 The project is to use the building as a supplemental / alternative changing room for football clubs and more detail is required as to how it will be actually managed.

9.4 The Clerk advised that whatever the detail of management, the Parish Council must ensure there was appropriate public liability insurance for the Council and for the managers in the scenario under contemplation.

9.5 It was agreed that Cllr Whitehead would pursue negotiations with the people concerned.
Action: Cllr Whitehead

10. Sports & Social Club land application

10.1 Cllr Whitehead reported that he had not made any progress but there had been changes in the Club Committee which augured well. Stan Sabin was now a member of the Committee. They had arranged to pay for their electricity by way of a standing order which was also an improvement.

10.2 It was agreed that Cllr Whitehead would continue to seek negotiations with the Club Committee.
Action: Cllr Whitehead

11. Report from the Planning Committee

11.1 In the absence of Cllr Walsh, Cllr Whitehead reported on an application for Fosse Way House which had been approved by the Parish Council.

12. Report from the Playing Field Committee

12.1 Concern was expressed at the need to tidy up the Playing area, with particular reference to broken glass being found there. The issue is one of regular inspection.

12.2 The Clerk advised that although there is an annual inspection of equipment by ROSPA and a monthly inspection by Cllr Whitehead, the Parish Council could be open to default if a risk element was allowed to arise between these two particular inspections.

12.3 It was agreed that attempts should be found to obtain the services of a person to clean up twice per month.
Action: Cllr Whitehead

13. Report from the Finance Committee

It was agreed the Finance Committee would decide upon the figure for the Clerk's pay for the year just ended (see item above).
Action: Cllr Chater

14. Report from the Sports and Social Club Committee

There was nothing to report further to the above Minutes.

15. Report from the Village Emergency Committee

Cllr Edwards reported that there was nothing to report.

16. Report from the Community Hall Committee

Cllr Loveridge reported that charges for the Hall were being reviewed.

17. Report from the School Governors

In the absence of Cllr Hodder, there was no news from the activities of the Board of School Governors.

18. Any Other Business

- (a) It was agreed to defer the matter of wheelie bin stickers for the attendance of Cllr Walsh.
- (b) It was agreed to defer discussion on the website to a future date.
- (c) It was reported that the Church Restoration Fund Committee were organising a fund raising day on Saturday 18th June 2011 (more details to follow).
- (d) The Clerk reminded the Council that reports will be required for the Annual Parish Meeting on the 18th April next.
- (e) The Clerk reported that, at short notice, he had received a request from the Community Forum Grant Fund managers for the Parish Council to guarantee holding grant monies for the regeneration of St Nicholas' Church. A guarantee had been given by completion of the appropriate forms by the Chairman and returned by the Clerk to the Fund managers.
- (f) It was noted that the telephone box is currently in a poor condition and a number of panes are broken and some painting is required. The Clerk reported that the day before he had been at Lighthorne Village where there is an excellent example of a salvaged telephone box which looks impressive and is used as an information bureau (i.e. contains a large number of local notices, leaflets etc). It was agreed that Cllr Whitehead would pursue the matter of repairs to the telephone box. **Action: Cllr Whitehead**

19. Date of next meeting: Monday 18th April 2011

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

Chairman of the Parish Council