

# **RADFORD SEMELE PARISH COUNCIL**

## **MINUTES**

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 25<sup>th</sup> January 2010 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 A J Malin, Cllr Mrs J P Malin and Cllr H E Marriott.

1. **Apologies for Absence:** Cllr Mrs F M Walsh and WDC/WCC Cllr Doody.

2. **Minutes of the last meeting**

2.1 The Minutes of the last meeting on the 30<sup>th</sup> November 2009 were approved. (It was noted that the Minutes of the meeting on the 28<sup>th</sup> October 2009 had been amended and signed off by the Chairman.)

3. **Police Matters**

3.1 There was no Police Officer in attendance and no report. The Clerk tabled five/six emails from PC Gary Holtby comprising newsletters of items dating from mid-November to the week commencing 22<sup>nd</sup> January 2010. The Clerk also tabled an email from PC Holtby giving dates of the attendance of mobile police stations in the area, in particular the Village on the 7<sup>th</sup> March 2010. Disquiet was expressed by the Councillors that the time allocated for the mobile police station to be stationary in the Village was half an hour.

4. **WCC & WDC Matters**

4.1 In the absence of Cllr Doody there was no report.

5. **Matters Arising**

5.1 Cllr Chater reported success with the grant application for the proposed ramp outside the Village Post Office and for an addition to the Post Office's existing CCTV system. The Clerk reported that he had received a confirmatory email from WDC to that effect.

£3,000 has been allocated for the ramp and £562 for the CCTV. It was noted that the camera would have to be directed down Lewis Road and the position where it is proposed to be fixed on the house adjoining the Village Post Office means the camera will face along the road inwards to the Village. A Code of Practice will have to be observed and the installation will have to be registered with the Data Information Officer. It is necessary to install a small notice near the system to inform the public that it is in place. It is understood that the money for these two grants will be paid into the Parish Council's account without further formality.

It was agreed that the Clerk should request the Village Post Master to attend the next Parish Council Meeting on 22<sup>nd</sup> February 2010 and

provide a report as to how he was proposing to implement the ramp and CCTV installation. He will be asked to obtain three estimates for the cost of the work in each case before the Parish Council resolve to commit the funds to the two projects. **Action: Clerk**

Aspects of registration and status of the Village Post Master as apparent proposed licensee is to be investigated by the Clerk with a report back to the Parish Council. **Action: Clerk**

Subject to the above administrative matters being satisfactory, it was proposed by Cllr Hodder and seconded by Cllr Marriott that the Parish Council should adopt both projects, to utilise the grants available and, if necessary, to utilise the Parish Council's own funds to implement the two projects.

- 5.2 The Chairman reported that he had sought to contact Mr Rob Sabin whose name had been put forward by the Clerk at the previous Parish Council meeting as being interested in the administration of the Youth Club but the Chairman had not been able to make contact with Mr Sabin.
- 5.3 It was noted that the Clerk had heard nothing further from the parent at the Village School who had expressed an interest in becoming a governor at the School. Cllr Hodder is not able to be a representative of the Parish Council (he is representative of another public authority). From a discussion it appeared that this lady might be waiting for an approach from the Chairman of the Parish Council so it was agreed that Cllr Loveridge would contact this lady to ascertain the position and report back. (It was noted that the School Governing Body were anxious to fill the place as it had now been vacant for some months following the resignation from the Board of Cllr Mrs Malin.) **Action: Cllr Loveridge**

## **6. Finance and Accounts**

- 6.1 The Clerk reported that the operating account stands at approximately £2,100 and the investment account stands at approximately £40,290.
- 6.2 The Council approved a number of payments including retrospective approval for action taken by the Chairman and the Clerk to pay the grass cutting account which was submitted some time before this meeting but after the Council last met on the 30<sup>th</sup> November.
- 6.3 The Clerk reported that the application for the precept for the coming financial year had been prepared and filed the previous week in due time for the deadline date of 17<sup>th</sup> January 2010. Detailed preparation had been carried out by Cllr Chater and approved by the Finance Committee.
- 6.4 The Clerk will submit his application for a pay review through the Finance Committee in advance of the next Council Meeting on 22<sup>nd</sup> February.

## **7. Correspondence**

- 7.1 The Clerk had received an invitation for a Councillor to attend the Royal Garden Party on the 22<sup>nd</sup> July 2010; this was a bit of a lottery but a nominee was invited. Cllr Chater volunteered to put his name in for the third time. **Action: Cllr Chater**
- 7.2 The Clerk reported that he had received an email from WDC Emergency Services Department that gritting boxes were being refilled as and when road grit became available with a request that householders should not help themselves wholesale and empty the contents again.
- 7.3 The Clerk drew attention to a meeting of the Planning Forum of WDC on 4<sup>th</sup> February 2010.
- 7.4 The Clerk drew attention to the calendar of meetings issued by WDC for the forthcoming year 2010/2011 and advised Councillors that it was available on his file if required.
- 7.5 The Clerk had received the usual invitation from the Warwickshire Rural Community Council to the Parish Council to take part in the Best Kept Village Competition for 2010; it was agreed that the Council would not participate.
- 7.6 The Clerk had received an invitation to a Rock n' Roll Evening held by the Chairman of WDC for his charities to take place on the 12<sup>th</sup> February 2010. There were no takers although the Chairman indicated that, in view of his youthful nature, the Clerk might like to participate.

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

In her absence, Cllr Walsh had conveyed to the Chairman that there were no outstanding matters to be considered – the main item of note is that outline planning approval had been obtained by the Parochial Church Council of St Nicholas' Church so that the construction and repair could be started in the near future.

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

There was little to report save that Cllrs Whitehead and Marriott thought it would add to the amenity value to install some bushes and it was agreed that they be authorised to spend a sum of up to £200 on the bushes.

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

Cllr Chater reported in more detail on the application for the Precept. He said it had been decided to go for 1% increase (bearing in mind that last year the Parish Council sought no increase at all because of the recession.) It was thought some increase should be sought so that the Parish Council did not lose its standing in the row of applications for Precept in this year and future years.

**11. Report from the Sports and Social Club Committee**

Cllr Tony Malin reported that a new trustee for the Sports & Social Club has just been appointed. There has recently been a meeting of the Trustees of the Greswolde-Williams Charity. Cllr Malin tabled with the Clerk the annual accounts for the year ended 31<sup>st</sup> December 2008.

**12. Report from the Youth Club Committee**

Cllr Whitehead said there was nothing to report in addition to what had already been said.

**13. Report from the Community Hall Committee**

Cllr Loveridge reported that separate metering for the electricity had been checked out. A repair to the door needs to be dealt with. A debate about the car park ensued and it was agreed that Cllrs Whitehead and Marriott would install a new, substantial rubbish bin in the corner of the car park to encourage the public to put rubbish in the bin instead of abandoning it in the dark corners of the car park as at present. The bin is to be given a concrete foundation and is to be emptied along with the other bins in the Playing Field. **Action: Cllrs Whitehead & Marriott**

**14. Report from the Emergency Planning Committee**

Cllr Edwards reported that there was nothing to report. She is in the process of updating the Emergency Plans.

**15. Report from the School Governors**

Cllr Hodder reported that there was no report available. He was keen to have installed a new member of the Scholl Governing Body representing the Parish Council (as previously discussed in the meeting).

**16. Any Other Business**

- (a) The Clerk reported that he had asked BT for a sample of the contract which they would seek to impose on the Parish Council as and when the Council took over the telephone box. He reminded Councillors that he had obtained approval from the Council's insurers to the transfer but to protect the interests of the Council he wished to ascertain the contractual terms of the transfer before the Council is committed to it. He would pursue the matter with BT and report back. **Action: Clerk**
- (b) The Clerk reported that he had been having trouble getting a response from WCC Highways Dept on the issue of the noticeboard. Until he got an indication of their requirements and/or any specifications for the size and condition of the board there was little point in seeking quotations for the cost or debating the visual aspects of the board. He had recently had a letter returned from Shire Hall despite the fact that previous correspondence he had sent on the same basis had not been returned. He will pursue the matter. **Action: Clerk**

- (c) In the absence of Cllr Walsh, the Clerk reported that he was collating details of websites of other parish councils and would furnish these to her and the subject of the websites would be put on the next Agenda.

**Action: Clerk**

- (d) Cllr Hodder, having given notice to the Clerk prior to the meeting, suggested that the Council consider the erection of 2 new shelters; one broadly opposite the existing shelter at the junction of Lewis Road, and a further new shelter at the junction of Church Lane and the Southam Road (on the church side of the road). This would be in addition to the existing bus shelter. It was agreed that Cllr Hodder and Cllr Loveridge would collate estimates and costings for this alternative project and to make enquiries of the bus services company and WCC Highways Dept as to any relevant specifications (bearing in mind these were new installations and not simply a replacement of an existing one which was the subject of previous debate.)

**Action: Cllrs Hodder & Loveridge**

- (e) Progress of the proposed Village Plan was discussed briefly; Cllr Hodder explained that it was in suspense pending a public meeting to be called by WDC Doody in connection with the Spatial Strategy; Cllr Doody had advised that he would not be calling that meeting until after the General Election which was expected in May 2010 so Cllr Hodder had suspended action on the Village Plan. He was continuing to give consideration to the documentation and a sample prepared by Castle Hedingham Parish Council (obtained by the Clerk) was being considered by the Councillors.

**Action: Cllr Hodder**

**17. Date of next meeting: Monday 22<sup>nd</sup> February 2010**

The meeting closed at 8.54 pm.

Signed.....

Date.....

**Chairman of the Parish Council**