

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 28th June 2010 at 7.30 pm.

Present: Councillor J M Whitehead (in the Chair), Cllr Mrs J A Edwards, Cllr A J Malin, Cllr Mrs J P Malin and Cllr Mrs F M Walsh

1. **Apologies for Absence:** Cllr D E Chater, Cllr J Hodder, Cllr Mrs J Loveridge and Cllr H E Marriott

2. **Minutes of the last meeting**

The Minutes of the last meeting were approved and signed.

3. **Police Matters**

3.1 There was no Police report and no officers in attendance but two newsletters sent by email from the Police were tabled. Neighbourhood Watch had reported that some items had recently been recovered from a theft because they had been marked by the Police. It is possible to have up to 120 items per person marked by the Police with an invisible number. It was agreed that a notice should be put up on the Noticeboard to the effect that application to the Police and the payment of £10 would get this done. **Action: Cllr Whitehead**

4. **WCC & WDC Matters**

4.1 In the absence of Cllr Doody there was no report. A report on potential speed restriction in Offchurch Lance, carried out by the County Council and referred back to Cllr Doody, was tabled. It was agreed that the Council would support this initiative and ask Cllr Doody to pursue it. **Action: Clerk**

4.2 A consultation paper had been received from the Highways Dept as to a review of highways, byways and pathways. The closing date for consultation is the 27th August 2010. It was agreed that it be passed to the Footpaths Officer, Mr Smith, for his observations. **Action: Clerk**

4.3 A circular had been received from WDC offering the supply of stickers to go on wheelie-bins. These stickers are to draw the public's attention to reducing speed in motor vehicles in built-up areas. It was agreed that 100 stickers would be procured with a view to lining the main road through the Village with wheelie-bins with stickers on. **Action: Clerk**

5. **Matters Arising**

There were none other than those dealt with under specific headings.

6. Finance and Accounts

- 6.1 The Clerk reported that the investment account contains approximately £47,400 and the operating account contains approximately £4,000. The increase in the investment account is due to the receipt of a sum of £3,770 from the Source Youth Club which has been recalled by the Council as the youth club is not currently in operation. In addition, receipt of a VAT refund has contributed to liquidity.
- 6.2 The Council approved a number of payments including payments to the Radford Semele Scouts, Brownies and Rainbows and to St Nicholas' Church for the upkeep of the graveyard which had been carried out by the Chairman and the Clerk since the last Council meeting.
- 6.3 It was noted that £1,000 had been paid on account to the security company which had installed the CCTV system at the Post Office. A small proportion of the company's account had been withheld pending installation of the pin number/code for operating the camera. Also clarification from the Police that all was in order was needed. It was agreed that the Chairman and the Clerk be authorised to release the cheque for this small balance when these two issues were satisfied.
Action: Chairman & Clerk
- 6.4 It was noted that papers were currently with the External Auditor for the year ended 31st March 2010; the Auditor has not reported back as yet.

7. Correspondence

- 7.1 A request from the new chairman of Warwick District Council, Bertie Mackay, to visit a meeting of the Parish Council had been received; it was agreed he would be invited for the October or November meeting 2010.
- 7.2 It was noted that there is a seminar organised by WALC on Saturday 17th July 2010 geared to recently elected and co-opted parish town councillors.
- 7.3 A request from the Lord Lieutenant of Warwickshire had been received so that the Council could nominate for the Queen's Award for Voluntary Service. The Council had no-one to nominate.
- 7.4 Papers had been received from the WALC Area Committee for Warwick District for a meeting on Monday 19th July 2010 at the Town Hall, Leamington Spa. The Clerk advised that this was a new group formed with the object of mutual interest in the Warwick district with reference to WALC matters. It is fronted by Mr Nash, the Town Clerk of Royal Leamington Spa. A draft of the new constitution had been sent with the notice of the meeting. After a discussion, it was decided that the Council did not wish to participate.

8. CCTV at the Post Office

- 8.1 There was a discussion about the code necessary to operate the CCTV (see above). It was agreed that when the code was obtained from the security company, a copy would be retained by the Clerk and by the Chairman of the Council for the time being. **Action: Clerk**

9. Website

- 9.1 Cllr Walsh is working on the formation of the Council website. It was agreed that the matter would be left off the Agenda until further notice. **Action: Clerk**

10. Telephone Box

- 10.1 It was confirmed that the Council had decided to go ahead with the acquisition of the telephone box. The Chairman had looked into the contract but found that it had to be entered into online with BT and an electronic signature needed to be appended. It was agreed that the Clerk should be authorised to sign on behalf of the Council and utilise his electronic signature for this purpose. **Action: Clerk**

11. Notice board

The Chairman said he was pursuing his enquiries into the question of the noticeboard and the matter should be reinstated at the next meeting.

Action: Clerk

12. Bus shelters

In the absence of Cllr Hodder, it was noted that his report was being circulated amongst Councillors but it had not gone completely round. It is to be reviewed at the next meeting.

Action: Clerk

13. The Sports and Social Club Committee land application

After further discussion about the Club's request to acquire rights from the Parish Council of an area of ground immediately outside the Club so that members could sit with drinks outside the building; it was decided that the Council would give limited permission. The terms of that would be discussed on an informal basis by the Chairman with the Club and then formulated in a letter to be composed by the Chairman and the Clerk. The matter is to be reviewed at the next meeting.

Action: Chairman/Clerk

15. Report from the Planning Committee

Cllr Walsh reported that an objection had been lodged in respect of an application for 15 Chance Fields. This is to be heard before the WDC Planning Committee in the next few days and it was agreed that Cllr Walsh would not attend the hearing.

Action: Cllr Walsh

16. Report from the Playing Field Committee

There was nothing to report.

17. Report from the Finance Committee

There was nothing to report in addition to the matters mentioned above.

18. Report from the Sports and Social Club Committee

Cllr A J Malin said that there was nothing to report in addition to the matter discussed above.

19. Report from the Emergency Planning Committee

Cllr Edwards said there was nothing to report.

20. Report from the Community Hall Committee

In the absence of Cllr Chater and Cllr Loveridge, there was no report and nothing tabled.

21. Report from the School Governors

The Chairman confirmed that Natasha Burgess and her colleagues had received support from the School to start work on the construction of better accommodation for the Sunbeams Pre-School. The question of a representative of the Parish Council on the board of School Governors is still open. The Chairman had put up a notice on the noticeboard but there had been no response.

22. Report from the Youth Club Committee

There was no report.

23. Any Other Business

- (a) The Clerk had formulated a typed list of payments to be approved at each meeting to replace the traditional hand-written style inherited from his predecessor. Copies were circulated to the Councillors who were invited to make additions as they saw fit.
- (b) Cllr Walsh said that she would be happy to be Deputy Chairman for the forthcoming year (the appointment having been left open at the last Council meeting). This was approved.

24. Date of next meeting: Monday 26th July 2010

Signed.....

Date.....

Chairman of the Parish Council