

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 26th July 2010 at 7.30 pm.

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

1. **Apologies for Absence:** Cllr J Hodder and WDC Cllr Doody

2. **Minutes of the last meeting**

The Minutes of the last meeting were approved and signed.

3. **Police Matters**

3.1 It was reported that PC Gary Holtby (the current liaison officer) is to retire soon.

3.2 No further progress appeared to have been received as a result of the speed survey carried out by WCC in Offchurch Lane a few months ago.

3.3 It had been noted that the Police had been stationed with a camera at the bus stop to monitor drivers but this, it was felt, did not go to the heart of the speeding problem in Offchurch Lane. It required attention.

3.4 It was agreed that the Clerk would write to the Survey Unit and to the Police and to the Warwick Rural East Community Forum and to Cllr Doody to see if some action could be orchestrated. **Action: Clerk**

4. **WCC & WDC Matters**

4.1 Concern was expressed over the threat to the withdrawal of the subsidy for swimming facilities for the over-60's and the under-16's currently implemented by WDC. WDC had said that they would continue the funding for the time being although the Government had cut their grant for this.

4.2 It was felt this matter in which the Parish Council had an interest because of its constituents and some representation should be made to have the financial support continued. A letter should be sent to the Leisure Dept of WDC urging that it be continued. **Action: Clerk**

4.3 A request had been received from Members Services of WDC with many copies of a yellow coloured questionnaire. Members of the local public are to complete part of a survey into a Discretionary Travel Scheme in the area. It was agreed to share this large number of forms between Councillors to get residents of the Village to complete them so that a proper response to the survey could be made on behalf of the Parish.

5. Matters Arising

- 5.1 The Clerk had received back from the Footpaths Overseer a response to the consultation paper put out by WCC Highways Dept and the chairman had seen a copy of the report. It was agreed that the report from the Footpaths Overseer should be sent just as it was to WCC.
Action: Clerk
- 5.2 The Clerk reported that in response to his request for the supply of stickers to go on wheelie bins as to speeding on the main road, he had been asked to identify all the addresses of the different properties where the wheelie bins would be situated; it was agreed that Cllr Walsh would approach the officer concerned at WDC and seek to persuade him to supply a number of stickers without the information he had requested.
Action: Cllr Walsh
- 5.3 The Clerk reported that the grant for the upkeep of the graveyard at St Nicholas' Church had been paid and he had received a thank you letter; it was noted that, with regard to the donation for St Nicholas' Church, restoration of the Church was not likely to need any money before January 2011; the matter to be put on the Agenda then. **Action: Clerk**

6. Finance and Accounts

- 6.1 The Clerk reported that the investment account contains approximately £47,400 and the operating account contains approximately £3,800.
- 6.2 The Council approved a number of payments including the balance of the account due to the CCTV company (see Minute below) and BT in respect of the contract sum of £1 for acquisition of the telephone box.
- 6.3 The Clerk reported that he had not yet heard from the External Auditor but would chase the matter up.
Action: Clerk

7. Correspondence

- 7.1 The Clerk had received a nice thank you letter from the Scouts for the donation.
- 7.2 It was noted that the Clerk had received an invitation from WDC to a Planning Forum to be held on 20th September 2010 at the Town Hall, Leamington.
- 7.3 The Clerk reported that he had had a request from litigation solicitors apparently acting on behalf of WCC in a case brought against them by Mr and Mrs Belcher. This arises out of alleged flood problems in School Lane connected with the School. It was agreed as the items requested, being Minutes of the Parish Council and public documents, the Clerk be authorised to release copies and charge for the copying. It was noted that the only records available to the Clerk for this purpose were Minutes of the Parish Council – it was confirmed that the other discussions that Councillors had had with the parties were informal and no record was kept.
Action: Clerk

8. CCTV at the Post Office

It was noted that the security code had been supplied to the Postmaster following the installation of the CCTV. The Clerk be authorised to release the balance cheque once he and Cllr Chater were satisfied that all formalities were complete. In particular a record is to be supplied to the Clerk of the security code for permanent reference. **Action: Clerk & Cllr Chater**

9. Telephone Box

The Chairman confirmed that he and the Clerk had signed the contract put forward by BT and it was agreed that the charge of £1 be paid to BT so the matter could be progressed. **Action: Clerk**

10. Notice board

The Chairman said he had not had time to progress matters far but he had a considerable number of specifications and pictures of boards. It was agreed that the Chairman, Cllr Marriott and the Clerk form a working party to determine what was suitable from the point of view of specification and cost and report back to the Council. **Action: Cllrs Marriott, Whitehead & Clerk**

11. Bus shelters

In the absence of Cllr Hodder who is unable to attend this meeting, it was decided to put off this issue until the Council's September meeting. (Some Councillors raised the question of whether there is a need for a second bus shelter as contemplated; Cllr Chater had tabled a paper giving his views on the matter.) **Action: Clerk**

12. The Sports and Social Club Committee land application

12.1 The Chairman said he had not had time to discuss with the Chairman of the Club the specification of the land which the Club would like to utilise outside their building.

12.2 There was a short debate as to how the specification should be defined – e.g. should there be a fencing or marker posts and what type of letter or plan should be drawn up identifying the area?

12.3 There was also a debate as to whether limitations of use should be imposed, particularly as to closing time at night.

12.4 The Clerk advised that the appropriate way of dealing with the matter would be to issue a licence to the Club as opposed to a formal lease. He suggested that a one year term was adequate as an initial step and then the matter be reviewed. It was agreed that the Chairman pursue discussions with the Chairman of the Club. **Action: Chairman**

13. Report from the Planning Committee

13.1 Cllr Walsh reported that an application for changing a storage area at The Fosse had been reviewed and there was no objection.

- 13.2 An application for development of Ashley House, School Lane, into seven flats was reviewed by Cllr Walsh. She said the Committee had no objection to the flats but saw parking issues as a problem. The imposition of double yellow lines outside Ashley House might assist in traffic control otherwise there could be a concentration of parked vehicles at that end of School Lane. It was agreed that Cllr Walsh would write accordingly to the WDC Planning Committee requesting that the parking issue be addressed. **Action: Cllr Walsh**

14. Report from the Playing Field Committee

- 14.1 Cllr Whitehead said he had been approached for permission in principle about a group seeking to have a fun day in the Playing Field. He said there was no objection in principle but specifications must be received by the Parish Council.
- 14.2 Cllr Whitehead reported that a seat to one of the playing equipment had been renewed.

15. Report from the Finance Committee

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

16. Report from the Sports and Social Club Committee

Cllr A J Malin said that there was nothing to report in addition to the question of the use of the outside land already referred to. He commented that the Chairman of the Club had not reported the issue to the Club as yet.

17. Report from the Emergency Planning Committee

Cllr Edwards said she was waiting for the revised procedural plan from Mick Potter of WDC but he was currently away. She has up to date lists of the Electoral Rolls from the Clerk and is in the process of preparing copies of the revised plan of all the Councillors. She hopes to distribute them before September.

18. Report from the Community Hall Committee

Cllr Loveridge outlined recent expenditure for lighting and sad expenditure for a window broken by vandals.

19. Report from the School Governors

In the absence of a representative of the School Governors and the particular absence of Cllr Hodder, there was no news to report from the School.

20. Any Other Business

- (a) The Clerk said the Internal Auditor in her recent report, had said the Risk Assessment Policy should be reviewed each year by the Council and not

merely from time to time as hitherto. It was agreed that this should be discussed at the next meeting. **Action: Clerk**

(b) There was a short debate about insurance issues – particularly public indemnity insurance. It was agreed that the Clerk would prepare a short report on insurance cover for the next meeting. **Action: Clerk**

(c) The debate led on to the question of Councillors' financial and other interests and what the position was with regard to declarations of interest. This is to be debated at a further meeting. **Action: Clerk**

(d) It was noted that the Village pond which had been created originally with great care by Cllr Marriott had now been abused and become overgrown. Thought should be given to clearing it and renovating it. **Action: Cllr Marriott**

21. Date of next meeting: Monday 27th September 2010

Signed.....

Date.....

Chairman of the Parish Council