

RADFORD SEMELE PARISH COUNCIL

MINUTES OF MEETING

A meeting of the Parish Council was held on Monday 26th July 2021 at 7.30 pm in the Community Hall, Lewis Road, Radford Semele.

Participants: Cllr S Sabin (in the chair), Cllr D Carter, Cllr B Follett, Cllr B Friar, Cllr A T Hitchcox, Cllr Mrs J P Malin, Cllr A Malin and Cllr R Munn

In attendance: WDC Cllr Mrs Leigh-Hunt

1. Apologies for Absence and Declarations of Interest

There were apologies from Cllr J Sudbury, Cllr Musa and WCC Cllr Redford and there were no declarations of interest.

2. Approval of the Minutes of the Council meeting on 28th June 2021

The Minutes of the meeting were approved, subject to a couple of minor amendments, proposed by Cllr Friar and seconded by Cllr Mrs Malin.

3. Matters arising from the Minutes of the Council meeting on 28th June 2021

The Clerk detailed a number of items which had been deal with:

- a) He reported on the proposed locations to the mobile library department and had received an acknowledgement of receipt from them.
- b) The ditch in The Valley had been cleaned out by WCC and appeared to be satisfactory.
- c) He had asked the WDC contracts manager to chase up grass cutting at the junction of St Nicholas Road and Lewis Road; she had written back to say that she will see to it.
- d) He reported to the Footpaths Dept of WCC on the incursion into the footpath by a householder building a garage; he had been promised some feedback but had not yet received any.
- e) The WDC charge for the new dog bin in The Valley had been paid; the other dog bins appear to have been recently emptied so it appears that the current position is satisfactory.
- f) He had not had an opportunity to speak to Graham Fulford about a PSA testing session in the Village and Cllr Hitchcox was currently seeking to contact him.
- g) He had asked for insurance details from SWFT for the event that they are sponsoring on 4th September 2021 at the playing field; to date he had not received a response from them, but he reminded Cllrs that he did have insurance details from the operators of the event, It's A Knock Out.
- h) He had not heard anything further from the peri-natal mental health group who had asked to use the playing field on a weekend in September.
- i) He and the Chairman reported that PC Ed King had confirmed receipt of the voting priorities via the recent Neighbourhood Forum.

4. Review of Speedwatch

1. Cllr Munn had previously tabled a report with a proposal to purchase a laser speed measuring device for the exclusive use of our proposed local Speedwatch group. He proffered this as a better alternative to obtaining one on loan from the Police as it would give our group greater flexibility. His report identified

the laser device was available at a price of £899 + VAT. The Council RESOLVED to approve this purchase at this price and he was authorised to proceed with it. **Action: Cllr Munn**

2. He also raised the matter of obtaining high visibility jackets for those taking part in the group; he proposed that six jackets be purchased. The price quoted for these was £53 + VAT. It was RESOLVED he be authorised to make this purchase. **Action: Cllr Munn**

5. Traffic management issues

The Chairman outlined that the Clerk had had a lengthy session with Tom Head, the engineer commissioned to prepare for the Council a traffic management report (whose fee structure had been approved by the Council at a previous meeting). The outcome of the meeting between Mr Head and the Clerk was a tender of his report in draft for discussion between the Chairman and the Clerk. They had accordingly had a meeting to go through the report and found it very encouraging. The Chairman outlined very briefly the main contents of the report. The Clerk advised that Mr Head was awaiting any further contribution from himself or the Chair before finalising the report. It was AGREED by Council that the Chairman and the Clerk can proceed to commission the final version of Mr Head's report. The objective would be to use that report for presentation at a meeting with the senior officers of WCC as soon as normal face to face meetings can be arranged. Mr Head had submitted his invoice for his work on the report to date; this was approved (see below).

6. Section 106 and CIL payments

1. The Clerk was still awaiting comments from the WDC officer, Helen Hancox, on his proposed amendments to the Funding Letter put forward by her in respect of money to be received by Council from the development at The Cricketers.
2. The Clerk had filed the CIL report for the financial year just ended (prepared by Cllr Friar) and had received confirmation of receipt by WDC.
3. Neither the Chairman nor the Clerk had heard anything further from the Canal and River Trust in respect of their fund raising for the project of the canal bridge access; it was AGREED that the Clerk should write to CRT to advise them that this Council have now received the Open Space monies and look forward to an update on the fund raising. It will be pointed out also that there is a finite term for this Council to hold the money without it being applied to that project; in default of which it would have to be diverted elsewhere. **Action: Clerk**

7. Warwickshire County Council – update report

In the absence of WCC Cllr Redford, there was no report save an email from him to the Clerk saying that he could report that the Covid-19 infection rate locally was going down steadily.

The Chairman reported that he had received correspondence from Alison Kennedy, Senior Transport Planner at WCC, regarding a WCC application for funding for a cycle route to Radford Semele. It informed that the WCC Portfolio Holder for Transport and Planning, Cllr. Redford, had given approval to submit a bid to the DfT Active Travel Fund for £1.9m. This includes an amount of £0.5m to make up the shortfall to extend the existing cycle route east of Sydenham Drive to Radford Semele. Ms Kennedy asked if it would be possible for the Parish Council to provide a letter of support for this application for capital funding. Cllrs. agreed to this request. The Chairman would write accordingly. **Action: Chairman**

8. Warwick District Council – update report

WDC Cllr Mrs Leigh-Hunt was unable to produce a written report due to technical problems but read from it:

1. Riverside House had returned to office working so things should return to normal
2. On the suggested joint working of WDC and Stratford DC there could be a saving of over £220,000; there has been a joint meeting of the cabinets of both Councils without officers being present. A public

consultation must follow; any merger is dependent on Government decision which is likely to be announced on 13th December

3. Although the Parade has been re-opened to traffic it is not certain that a full re-open will occur; there is considerable support for pedestrianisation in some form. There is a fund of £10 million from the High Street Fund – some of it is being used to regenerate Spencer's Yard and the United Reform Building as a creative arts hub
4. In advance of the Commonwealth Games coming to Leamington major improvements are to be carried out to the station forecourt
5. Following a large fall in demand for leisure services due to lockdown it has been decided to close the open-air pool at Kenilworth
6. There is to be a public consultation on the future of Riverside House; there is now no tie up with the development of Covent Garden

9. Financial Matters

1. The Clerk reported that the balance on the investment account stood at approximately £89,000 and the balance on the operating account stood at approximately £10,000.
2. A number of payments were authorised as per the list tabled; in particular a fee of £1,500 to Mr Head.
3. The Clerk had been waiting for a further approach from NatWest with a view to setting up a new bank account; there seemed to be some delay at their end. He had not pursued the matter because it had come to his notice that the desired security limit of £85,000 contemplated by this Council might not be available to a public authority such as this Council. He is investigating this and will report back.
4. The Clerk had received two somewhat ineffectual queries from the External Auditor as regards the composition of the AGAR we had submitted; no further developments have occurred, but it was noted that the period of time for public inspection of the Council's accounts had now expired (as of 23rd July 2021).

10. Correspondence

The Clerk identified a number of significant matters:

- a. On request he had supplied a letter to the Baptist Church confirming support from this Council for their rebuilding project; this is designed to be copied to possible sponsors and suppliers of funding.
- b. A complaint had been raised as to the overgrown state of the hedgerows in the path adjacent to the School. The Clerk had asked the WCC Public Rights of Way department to deal with it and they had sent a written note undertaking to do so.
- c. The Clerk had received a copy of a notice issued by WCC to close Hatherell Road on 9th August 2021 for an indefinite period whilst they carry out footpath reconstruction and carriageway resurfacing. It is understood that a notice has been issued to all householders in the street following a request that those with heavy hedges should trim them back.
- d. Following a report from Cllr Sudbury as to a man suffering a trip accident outside the shop, the Clerk asked the Highways Dept at WCC to carry out repairs. A response is awaited. (It appears to have been an accident serious enough for the victim to be taken to hospital by ambulance)
- e. On this day the Clerk had received a telephone call from a resident in Hatherell Road complaining about an excess of rubbish in the Playing Field; she claimed that she had filled 5 bags full of rubbish; she specifically criticised the operations of this Council's outside contractor charged with cleaning the up the

Playing Field. It was AGREED that the Clerk would speak to the family of the contractor to see if the position could be improved, failing which this Council might have to consider alternative arrangements.

- f. Following a complaint from a resident, the Council reviewed the current position as a considerable number of motor vehicles have been seen parked on the area of grass between the house at 2 Hallfields, 68 Southam Road and the A425. The Clerk advised that the evidence indicates these vehicles are associated with major building works being undertaken at 2 Hallfields and that the special legal nature of this piece of land has to be taken into account. It was AGREED that the matter should be kept under review.
- g. A complaint had also been received about the level of parking in School Lane; the Clerk pointed out that this was a subject which formed part of our representation on traffic management and will be taken into account in Mr Head's report. It was AGREED to keep the matter under review.

11. Planning Matters

- 1. W/15/1635 - 56 Southam Road
WDC Cllr Mrs Leigh-Hunt confirmed that she had received a note from the WCC Legal Dept stating that they were now satisfied with the boundary arrangements entered into by the occupier of 56 Southam Road. The fence has been taken down and moved backwards (she and the Clerk had inspected the ground at the weekend). In her opinion the issue of the height of the fence still remains and she will take this up with Planning Dept Enforcement section in essence. However, that department is grossly overloaded with cases to process.
- 2. Canalside Development Plan Document Consultation (Ongoing)
Cllr Carter reported that no further information had been received on the Canalside DPD consultation.
- 3. W/20/0432
A planning decision on 3 Hallfields is awaited.
- 4. W/21/0544
It appears that the agents in respect of the five dwellings on Southam Road have sought to take advantage of a provision in the law that as their application has not been considered within time by WDC Planning Dept they have a right of appeal to the Planning Inspector; the outcome of that remains to be seen.
- 5. Baptist Church hall
See above.
- 6. W/21/0619
Cllr Carter said that his committee had examined the application for 18 Offchurch Lane and thought it was satisfactory.
- 7. W/21/0719
Cllr Carter reported that his committee was satisfied with the application for 1 St Nicholas Terrace.

12. Update on the Playing Field

- 1. Cllr Follett reported that contracts have been entered into with Wicksteed in respect of the zip wire installation, Wrights in respect of the skateboard refurbishment and Proludic for the construction of the outdoors adult gym.
- 2. He said that Wicksteed proposed to start on 19th August 2021; Wrights needed a 10-week lead in time so it was likely to start in October; Proludic have started organising their manufacture of the kit which is made in France and so they will be able to start in September.

3. The Clerk had received a reminder/circular note from RoSPA inviting themselves to carry out an annual inspection/report in September. He said they had done this for many years now and the question was whether we wanted their services this year. Cllr Follett expressed a preference for commissioning Wicksteed to carry out the work instead but thought that the matter could be left in abeyance until the current contract works have been completed. It was AGREED that the Clerk would advise RoSPA that the proposed visit should be put on hold until further notice.

Action: Clerk

13. School Matters

In the absence of Cllr Sudbury, there was no update on School matters.

14. Social Media Policy and Website update

15. Risk Assessment Policy & Risk Register

16. Assets Valuation Policy

17. Equality / Diversity Policy

Cllr Friar presented his draft of the Social Media policy, the Risk Assessment policy, the Risk Register, Assets Valuation policy and Equality / Diversity policy. They had been prepared in conjunction with the Clerk. Cllr Friar had placed these on the website for a period of time before the Council meeting so that Cllrs could be apprised of them. The items were approved; the Social Media policy was proposed by Cllr Munn and seconded by Cllr Carter; the Risk Assessment policy and the Risk Register was proposed by Cllr Carter and seconded by Cllr Munn; the Assets Valuation policy was proposed by Cllr Carter and seconded by Cllr Follett; the Equality / Diversity policy was proposed by Cllr Carter and seconded by Cllr J Malin.

18. Pond security

In the absence of Cllr Sudbury there was no update on the pond security.

19. Any other business

1. An invitation to Parish Councillors, had been received from The Mayor of Leamington, Cllr. Susan Rasmussen, to join her in a joint cycle ride to mark the launch of the Warwick District Visionary Cycle Network. It was AGREED that a note would be sent to support the project but with regret that none of the parish councillors are in cycling form.
Action Clerk
2. At the previous weekend, the Clerk had observed that part of the top of the wall outside The White Lion PH appeared to be dislocated and there was a potential for falling off. It was AGREED that he would write to Greene King to draw their attention to this fact as they may not be aware of it (in light of the fact that the PH has been closed for some time). He will also enquire about their project to remove the large ash tree.
Action: Clerk
3. There was some discussion about current Covid19 regulations (which are uncertain). Cllr Mrs Malin said that, as a matter of policy, the Community Hall Committee ruled that there should be a maximum of 30 people in any gathering using the Community Hall. The Chairman rejoined that he had received advice from WALC during the Chairmans' Update Meeting recently that venue limits must be adhered to by Councils. Therefore, in the event of an influx of members of the public in addition to the members of the Council, which led to that limit being exceeded, the Chairman would need to suspend proceedings.
4. Cllr Friar said he was keen to organise another general meeting of the Council outside a formal Council meeting to consider potential projects that the Council might take up which should therefore be included in the budget to be prepared in November. He will look at dates in the Autumn and circulate Cllrs.
Action: Cllr Friar

20. Date of next meeting

It was AGREED that the next Council meeting will be on 27th September 2021. The meeting closed at 9.40 pm.

Signed.....

Date..... 2021

Chairman of the Parish Council

Counter signed.....

Date.....2021

Clerk to the Parish Council