

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held on Monday 27th September 2021 at 7.30 pm in the Community Hall, Lewis Road, Radford Semele.

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

In attendance: PCSO Sharron Underwood

1. Apologies for Absence and Declarations of Interest

The Council noted with sadness the recent death of Cllr Tony Malin. Cllr Janet Malin asked to address the Council briefly with her thoughts and feelings and then left the meeting. A one minute silence was maintained in memory of Cllr Malin.

There were apologies from Cllr S Sabin (illness), WCC Cllr Redford (holiday) and WDC Cllr Mrs Leigh-Hunt (WDC meeting). Cllr Friar declared an interest in the potential donation to the Scouts.

The Vice-Chairman welcomed PCSO Sharon Underwood to the meeting; the Council were pleased she had been able to attend and looked forward to seeing her or a colleague at future Council meetings. She spoke to a brief report which she tabled and was released from the meeting at an early stage.

2. Approval of the Minutes of the Council meeting on 26th July 2021

The Minutes of the meeting on 26th July 2021 were approved, proposed by Cllr Hitchcox and seconded by Cllr Follett.

3. Matters arising from the Minutes of the Council meeting on 26th July 2021

- a) The grass surrounding the tree at the corner of St Nicholas Road has been satisfactorily dealt with.
- b) No response from WCC had been received yet on the incursion into the footpath alongside the School by an adjoining property's occupier.
- c) Cllr Hitchcox had not been able to establish a link with the Graham Fulford PSA testing team.
- d) No response had been received from WCC on the issue of repairs to the tarmac outside the shop following an accident.
- e) The Clerk has had an opportunity to speak to Joe Ingall and to his father on separate occasions concerning Joe's duties for this Council.

4. Review of Speedwatch

Cllr Munn said the first session was due to start tomorrow, 28th September. It is under the initial supervision of PC Ed King but it will then be operated by volunteers under the supervision of Cllr Munn. Cllr Friar emphasised the need for his team to avoid any confrontation with members of the public; Cllr Munn said the process is for the team to record the details of speeding vehicles (as to model and registration number) and pass that information on to the Police for any appropriate action. He said the team had been briefed on the level of risk in the operation.

5. Traffic management issues

1. The Clerk said that he and the Chairman had reached the point where the report, prepared by Tom Head, was now complete – hard copies had been produced for circulation in due course. The outline approval of the Council was sought with a view to the Clerk and the Chairman arranging a face to face meeting (not a virtual one) with representatives of WCC (after the Chairman's return to good health). It is proposed to involve WCC Cllr Redford in the meeting. The Council agreed that this action should be pursued while Cllr Carter made the point that part of the exercise must be to discuss in detail with WCC

the criteria used by them in prioritising traffic management issues. The Clerk said Mr Head is aware of the criteria though the Clerk did not have details of them. **Action: Chairman & Clerk**

2. The Clerk reported that PC Ed King had suggested a representative of this Council should meet with representatives of the School to discuss traffic management in School Lane, with particular reference to road markings and parking enforcement. The Clerk said that this was probably part and parcel of the brief to Tom Head and the proposed meeting with WCC. It was AGREED that Cllr Sudbury, as School Liaison Officer, would speak to the School along these lines. **Action: Cllr Sudbury**

6. Section 106 and CIL payments

1. The Clerk reported that in the absence of the Chairman there had been little advancement on the situation. He had sent a reminder to Helen Hancox of WDC concerning the Open Space contribution arising from The Cricketers site. He had not heard from her and will send another reminder; he was aware that she had received his notes because they had been acknowledged by email automatic device. **Action: Clerk**
2. Cllr Sudbury reminded the Council that it had been expected that Sunbeams would receive some Section 106 money (in principle derived from the Bovis development) but nothing further had been heard on this. It was AGREED that Cllr Sudbury and the Clerk would compose a letter to pursue the matter (in the absence of the Chairman due to illness). **Action: Cllr Sudbury & Clerk**
3. The Clerk reported that he had written to the Canal and River Trust to chase up their costings on pain of this Council having to return the Open Space monies now held if the money has not been allocated within the time span of 5 years. Cllr Friar pointed out that an email had been received from FoRGE with an attachment comprising a communication with the CRT who said that they were applying for a grant etc. The Clerk said he had not had a response direct from CRT.
4. The Clerk reported that a request had been received from FoRGE to write a small article in their forthcoming newsletter giving details of activity by this Council; the Chairman had asked the Clerk to compose this article and he had done so. It should appear shortly.

7. Warwickshire County Council – update report

In the absence of WCC Cllr Redford, there was no report.

8. Warwick District Council – update report

WDC Cllr Mrs Leigh-Hunt had prepared a written report which the Clerk read out. Cllr Carter raised two points: firstly, the current consultation paper on collaboration with Stratford District Council and WDC need a response by 28th October 2021; secondly, he would like a report back from our WDC Cllr as to what is contemplated in the way of a service point being available in the future in Warwick/Leamington (his concern is that if administration is transferred to Stratford then many residents of our area will have difficulty in getting to offices in Stratford). **Action: WDC Cllr Mrs Leigh-Hunt**

9. Financial Matters

1. The Clerk reported that the balance on the investment account stood at approximately £89,300.00 and the balance on the operating account stood at approximately £6,140.00.
2. A bank reconciliation statement and authorisation of payments sheet had been circulated; the Clerk stated that one item for Mr Marriott of £1,200 was a clerical error and should be deleted and a further item of a payment to Wagstaffe & Sons should be added. The payments were approved, proposed by Cllr Friar and seconded by Cllr Munn.
3. The Clerk said he was continuing to try to make contact with Nat West for the purpose of opening a new bank account with them but they seem reluctant to communicate.
4. The External Audit has now been concluded with the Auditor issuing a certificate clear of any conditions/complaint. The certificate was displayed to the public until 30th September 2021. The Clerk had not yet received any requests from the public to examine the accounts.
5. The sheet containing 7 proposed donations this year had been circulated; it was AGREED that the donees and amounts to be paid should be the same this year as in 2020. Cllr Sudbury requested it be

noted that next year the figures should be revisited with a view to them being uplifted. The donations were proposed by Cllr Hitchcox and seconded by Cllr Musa.

6. The Clerk had included in the Agenda an item for the next Budget for 2022-2023. Cllr Friar had not had an opportunity to address this due to family matters; the objective is to have a special meeting for Cllrs to consider the structure of the next Budget; this has to be a meeting separate from an ordinary Council meeting. Cllr Friar is to advise suitable dates as soon as possible. **Action: Cllr Friar**

10. Correspondence

The Clerk said there was little in the way of correspondence separate from other headings; in particular, his attention had been drawn to the question of Remembrance Sunday. On his suggestion, it was AGREED that he contact Rev Martin Green to see what local arrangements are likely to be made as St Nicholas Church which this Council could be a part of.

11. Planning Matters

Cllr Carter summarised planning matters:

1. W/15/1635 - 56 Southam Road
The Clerk said that WDC Cllr Mrs Leigh-Hunt had referred the matter to Planning Dept Enforcement office and it was understood that some legal process was taking place as regards the height of the fence (although WCC had stated they are content with the demarcation of the property boundary).
2. Canalside Development Plan Document Consultation (Ongoing)
The Clerk said nothing further had been heard on the Canalside DPD consultation since he filed the papers and received acknowledgement from the Head of Development Services.
3. W/20/0432
The planning application for 3 Hallfields has not yet come before the Planning Committee.
4. W/21/0544
The planning application for five dwellings on Southam Road has been withdrawn.
5. W/21/0619
It was noted that the planning application for 18 Offchurch Lane had been granted.
6. W/21/0719
As regards 1 St Nicholas Terrace, the application has been granted.
7. W/21/0862
The planning application for St Andrews House has not yet come before the Planning Committee.
8. W21/1364
The application in respect of Leasowe House has been granted.
9. W21/1421&1422LB
The planning application for The White Lion public house has not yet come before the Planning Committee.

12. Update on the Playing Field

1. Cllr Follett tabled a summary of activity in respect of costings to date. He said that work on the refurbishment of the skateboard and the construction of the adult gym equipment were both due to start on 4th October 2021. He said there was sufficient room on the Playing Field for both sets of contractors to carry out their work.
2. He said the zip wire construction had been completed and was very satisfactory.
3. He was concerned at the public's cavalier attitude towards depositing rubbish/litter on the Playing Field; this was aggravated by the weekly visit of the fish and chip van to the locality of the Community Hall. He had prepared a laminated notice which he suggested could be affixed to the rubbish bins requesting people to take their fish & chip rubbish away because the litter bins are an

attraction for rodents and foxes. It was AGREED that the laminated notice should be affixed by him to the litter bins in the vicinity of the Community Hall. **Action: Cllr Follett**

4. Following completion of the filling in of the ditch alongside the Playing Field, Cllr Follett is in the process of installing suitable flowering plants.

13. School Matters

Cllr Sudbury said Sunbeams now have a new committee and he is in touch with them.

14. Pond security

Cllr Sudbury said work is in progress.

15. Any other business

1. It was noted that the Knockout event on 4th September 2021 went well.
2. Cllr Hitchcox said that a member of the public suggested to him that the Parish Council had traditionally cut the hedgerow of the path adjacent to the School; the Clerk took the view that it should be the responsibility of the WCC as it is a public footpath acknowledged by them as such. Former Councillor Henry Marriott had on occasions volunteered to do the work. Currently, the Clerk is pursuing WCC to take action on the present condition of the hedges. **Action: Clerk**
3. As regards footpath W123, the Clerk had requested of the WCC Footpaths Dept an update on the current position concerning the occupier of 9 Lythall Close; the Clerk's request had been passed to the Legal Dept and he had received a letter from a solicitor there (this raises legal issues which are unclear and not acceptable to the Clerk). Our District Cllr and the Clerk are reviewing its contents with a view to a considered response. The contents of the letter were briefly referred to in this meeting.
4. The Clerk said he had included in the Agenda an item as to a Draft Complaints Policy as this had been proposed earlier by Cllr Friar. It was acknowledged that the Complaints Procedure is tied in with the Deputy Monitoring Officer for WDC; it was AGREED that the Clerk would refer the process there and report back. **Action: Clerk**
5. Cllr Musa raised the situation concerning the telephone box as clearly it has not received attention recently. He asked for it to be reviewed at the next Council meeting.

16. Date of next meeting

The meeting closed at 9.40pm .The next Council meeting will be on 25th October 2021.

Signed.....

Date..... 2021

Chairman of the Parish Council

Counter signed.....

Date.....2021

Clerk to the Parish Council