

# RADFORD SEMELE PARISH COUNCIL

## MINUTES

A meeting of the Parish Council was held on Monday 31<sup>st</sup> January 2022 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 R Munn, Cllr Musa and Cllr J Sudbury

**In attendance:** WCC Cllr W A Redford, Mr Jack Dempsey and Mr Dave Steele for part of the meeting

### 1. Apologies for Absence and Declarations of Interest

There were apologies for absence from WDC Cllr Mrs Leigh-Hunt (WDC meeting). Cllr Sabin declared an interest as a trustee of the Sports & Social Club in relation to matters arising thereon.

### 2. Approval of the Minutes of the Council meeting on 29<sup>th</sup> November 2021

The Minutes of the meeting on 29<sup>th</sup> November 2021 were approved; proposed by Cllr Friar and seconded by Cllr Musa. The Minutes of the 10<sup>th</sup> January 2022 were approved; proposed by Cllr Sudbury and seconded by Cllr Mrs Malin.

### 3. Matters arising from the Minutes of the Council meeting on 29<sup>th</sup> November 2021

The Clerk outlined matters not dealt with elsewhere:

1. The occupier of 57 Hatherell Road had now cleared the rubble from the back garden and reinstated the boundary.
2. The Clerk and WCC Cllr Redford confirmed that refurbishment work to the surface of the road outside the Village Shop had now been acknowledged by WCC Highways Dept as being on their programme of works.
3. Cllr Sabin spoke briefly as to water issues with Severn Trent Water; WCC Cllr Redford had looked into the matter and the view taken was that Highways Dept would excavate the road to ascertain the identity of the water. The lab report which STW had recently sent to the Clerk had been seen before; it was not conclusive as to the issue. If the excavation shows that the water leak is attributable to STW it is likely they will get an invoice from Highways Dept.
4. Notices have been issued to the adjoining householders by WCC Public Rights Of Way Dept in respect of the hedges on the footpath adjacent to the School

### 4. Speedwatch update

Cllr Munn gave an update on the progress of Speedwatch:

1. The team had recently had six record keeping sessions at the junction of Kingsway and the A425. 90 cars recorded but none speeding. He said that only 3 of the team have been trained under the Police Training Scheme and one had stood down so there are only two remaining trained persons himself and Mr Dempsey. He was looking for more training slots and called for more volunteers.
2. He recommended having a tripod to support the laser camera; holding it over the shoulder is tiring and also leads to lack of focus. It was AGREED that he should obtain some costings on a tripod and come back to the Council with a view to purchasing it. **Action: Cllr Munn**

3. Cllr Sabin outlined the recent move by WALC to facilitate a presentation by the National campaign group, '20's Plenty for Us'; whose aim locally was to encourage local parish councils to pass a motion supporting the '20's Plenty for Warwickshire' campaign. He had attended the Zoom event held on 12<sup>th</sup> January. Arising out of that, Cllr Munn, supported by Cllr Sabin, proposed that this Council put forward a motion to WCC to implement 20mph limits on appropriate roads within the area of this Parish. Cllr Friar questioned whether there was any enforceability to back up the installation of '20's Plenty' signs and Cllr Carter enquired whether WCC Cllr Redford could expand on what he said to the meeting of the WCC representatives on 21<sup>st</sup> January. He said that his point on that date was that "one size does not fit all". A working group at WCC had recognised that a 20mph speed limit might be appropriate but they are not necessarily appropriate in all situations; other forms of speed control such as speed humps and chicanes may be more efficient. Within his remit, he had had a complaint from a rural parish at the imposition of 20 mph because householders had objected to traffic crawling through their village. He said there had been recommendations to WCC Cabinet and the matter was being further reviewed; it was thought that 20mph limits are being installed where appropriate, but Ministry approval would be required because it involved secondary legislation.

Cllr Sabin said that the outcome of the 20's Plenty for Warwickshire presentation was that 40 / 50% of local councils were in favour of a 20mph limit.

4. Cllr Munn's suggestion was followed by a RESOLUTION in the following terms:

"This Council supports the '20's Plenty' for Warwickshire campaign and calls upon Warwickshire County Council to implement 20mph speed limits on appropriate roads within the Parish of Radford Semele."

This resolution was proposed by Cllr Carter and seconded by Cllr Hitchcox and was carried.

## 5. Traffic management issues

1. Cllr Sabin outlined the fairly lengthy meeting held on 21<sup>st</sup> January 2022, attended by Charles Barlow of WCC and five colleagues and on the RSPC side: Cllrs Carter, Munn, the Chairman and the Clerk. The feeling of all of them was that it was a helpful meeting, and it was certainly affable. Cllr Sabin was in the chair and highlighted every issue which had been raised in this Council's originating letter of 7<sup>th</sup> May 2019.
2. The WCC team had agreed to take up all the issues and WCC Cllr Redford will endeavour to follow them through. The WCC representatives were given copies of the report prepared by Tom Head to study at a later stage.
3. The Clerk had sent the Minutes of the meeting to Mr Barlow and to our own Cllrs; it was AGREED to circulate the Minutes to all Parish Councillors and put it on the website. Mr Barlow had issued a list of action points at the start of the meeting which will also be circulated.
4. Cllr Carter raised the point that, whilst the WCC representatives had undertaken to review all matters, no time limit had been specified; it was AGREED that the Clerk would request them to respond on the different issues by the time of this Council's end of year meeting in March 2022.

**Action: Clerk**

## 6. Section 106 and CIL payments

1. The Clerk had sent another reminder to Helen Hancox of WDC as to the Funding Letter for the Section 106 monies from The Cricketers site; he is aware that she has the matter in mind due to previous correspondence, but he will continue to chase it.

**Action: Clerk**

2. The Clerk said he had no further news to report from the Canal and River Trust, with particular reference to the construction of a pedestrian access way at the canal bridge. Mr Dave Steele, who said he had been in touch with the management of CRT, and they had explained to him the current position. WCC have submitted an application to the Dept of Transport for a capital grant to assist with funding the extension of the cycleway eastwards from Leamington to Radford and the new canal access. This application was supported by the Parish Council and signed off by Cllr. Redford. The outcome of that is still awaited. He will supply the Clerk with copy correspondence he has received from CRT.

## **7. Warwickshire County Council – update report**

1. WCC Cllr Redford has monthly meetings with Jeremy Wright MP; one of the issues discussed is the development of the cycle track.
2. The Covid infection rate is still increasing, there has been one death recently but the infection rate for those over 60 years of age is decreasing.
3. Generally, the NHS hospitals in the County are coping on broadly percentage terms of 75-80% occupancy.
4. There is no provision in the WCC budget for the '20's Plenty' signs; it is possible that, if it was approved, it would have to be funded by each WCC Cllr's own special fund (his is approximately £35,000)
5. Cllr Mrs Malin asked whether there is any indication of the proportion of unvaccinated cases and whether lack of vaccination had contributed to the infections. Cllr Redford said that WCC had not done any studies on this.

## **8. Warwick District Council – update report**

In the absence of WDC Cllr Mrs Leigh-Hunt, her written report was tabled. The Clerk added two points in amplification:

- a. Whilst the WDC Planning Committee had approved outline consent for the Gigafactory at Coventry airport for making batteries, she had voted against granting approval in view of the serious fire risk. WCC Cllr Redford observed that, as a former Chief Fire Officer, he was concerned at the serious risk posed by the proposed battery manufacture operation.
- b. She is mindful of the need for enforcement within the Parish in certain areas, but currently the WDC Planning Enforcement Office has only one person in it.

## **9. Financial Matters**

1. The bank reconciliation statement had been circulated.
2. The Clerk said that the organisation of payments sheet needed to be amended to include an invoice for Mrs Wilson which had been received that day. The payments were approved, proposed by Cllr Sudbury and seconded by Cllr Friar.
3. The Clerk expressed his disillusionment with NatWest as a potential second banker for this Council; he proposed trying Coventry Building Society; Cllr Friar doubted whether Coventry would be interested in the application, but it was AGREED the Clerk would give it a try.
4. The Clerk confirmed that the Precept had been filed with WDC who had provided a written receipt.

## **10. Correspondence**

The Clerk outlined a number of items:

- a. A request had been received from a resident for the steep incline of the footpath between Godfrey Close and The Valley to receive attention in some way to ameliorate difficulties that the elderly and infirm experienced when traversing this route. The Clerk had referred it to Mr Machin at WCC Highways Dept who said he would look into it.
- b. Cllr Sabin confirmed that he had responded to a recent bus consultation document; this is in the nature of a consumer enquiry to assess users' appreciation of service or otherwise.
- c. The Clerk said he had been notified that a new code of conduct is to be signed between WDC and SDC, probably in February; he could not find a copy available on the website and a draft had not been sent. He proposed to defer his action on our potential new complaints policy until sight of the new code of conduct.
- d. The Clerk had received written notification from the ICO that this Council has been issued with a data control certificate for year 2022/2023; as indicated, the ICO fee will be uplifted by them through direct debit shortly.
- e. The Clerk demonstrated physically the large volume of correspondence he had had over the past year with WDC concerning the emptying of dog bins; it appeared from reports from Cllr Sabin and Cllr Hitchcox that the bins were currently being satisfactorily emptied. It was AGREED that the Clerk should write a note of appreciation to the contracts manager for her continuing service. **Action: Clerk**
- f. There was discussion about Jubilee celebrations in the light of a letter which the Clerk had received from Mrs Dove on behalf of the Parochial Church Council asking whether this Council was proposing to organise any events. It was acknowledged that this Council would not be organising events itself but give support to other schemes. It was unclear whether any specific event will be held in the Playing Field on the lines of the carnival previously reviewed by Cllr Sudbury. The Clerk to advise her

The Clerk had received unsolicited a Jubilee mug which is being promoted by a manufacturer which he had passed to the Chairman. The thought was that a number of these mugs could be purchased for the school children to mark the Jubilee; this would be in keeping with previous events. Sufficient to provide for the number of children in the School and possible need for some extra mugs, it was AGREED that the Chairman would organise at an approximate cost of £2,000, proposed by Cllr Sudbury and seconded by Cllr Musa. **Action: Chairman**

- g. The Chairman reported that a circular had been issued by WALC encouraging parish councils to sign a petition (to be presented to Government) so that local councils could have discretion whether to hold virtual meetings or face-to-face meetings. The Chairman said that the response to the petition was for the individuals, so it was a matter for individual councillors to deal with it.

## 11. Planning Matters

1. W/15/1635 - 56 Southam Road - ongoing
2. Canalside Development Plan Document Consultation - ongoing
3. W/20/043 - The planning application in respect of 3 Hallfields has not yet come before the Planning Committee.
4. W/21/0862 - The planning application in respect of St Andrews House is ongoing and the plans relating to this application have been altered for the third time.
5. W/21/1523 - The application in respect of 17 School Lane was granted on 14<sup>th</sup> January 2022.
6. W/21/1804 - The application in respect of 5 Hemmings Close was refused on 11<sup>th</sup> January 2022.
7. W21/1937 - The application in respect of 8 Williams Road has now been granted.

8. W22/0056 & W/22/0109 - Two further applications have been received for 6 Offchurch Lane and 28a Southam Road; both relate to extensions and Cllr Carter said his Committee could see no objection to either of them.
9. W21/1425 - The application for Fosse Farm Wharf has been granted.

Cllr Carter then outlined the current indication given by the Scoping sites process; following consultation last year to which the public were invited to respond, WDC officers have now produced an area plan showing all the potential sites for further development. It is not suggested that all these are the subject of planning applications – they are an indication of what land is available for development. He had difficulty in printing it off the website, but the coloured plan was tabled. This plan shows a significant amount of land in or about the Parish, identified as possible development sites. He pointed out there was no ‘window’ for this Council to raise any objections or make any other comment on the details in the plan; it remains to be seen what further development is progressed by WDC officers and deal with any incidental planning applications as they are presented. It may take some considerable time before such applications are put together and presented, possibly over several years to come.

## 12. Update on the Playing Field

Cllr Follett reported:

1. The current work projects have now concluded; he had submitted a report previously on the merits of obtaining a safety report from Wicksteed. It was noted that the last RoSPA report cost £179 + VAT and the current quotation from Wicksteed is £516 + VAT. This is based on a package comprising 6 mini-inspections under which the different inspection items are divided into different projects. He submitted if two or more of the recent projects were removed from their remit then this would reduce the cost and he also pointed out that an unaccompanied inspection would cost less than the full amount which was based on the presumption that he would attend the inspections. It was AGREED that it would be desirable for him to attend the inspections to see how Wicksteed work and it would be prudent to ask for a safety report on all items. It was proposed by Cllr Hitchcox and seconded by Cllr Friar that the report be commissioned from Wicksteed for the quoted fee of £516 + VAT. **Action: Cllr Follett**
2. He referred to the invoices approved at this meeting for Henry Marriott in supplying a number of trees and installing them on the Playing Field. He had put in a report recommending a further six trees at a total price of £250 + VAT. A resolution on it had not been taken because the item was not on the Agenda for the last meeting, but it was covered for this one. This outlay was approved, proposed by Cllr Hitchcox and seconded by Cllr Mrs Malin. **Action Cllr Follett**
3. Cllr Follett outlined a point raised by Mr Marriott when he had attended the Playing Field; in his view, the second branch of the willow tree adjacent to the car park was a potential danger and should be removed. At the same time, the rest of the tree should be cut back. It was AGREED that Cllr Follett would look into the question of obtaining a contractors’ quotation for this work and at the same time ask the contractor to quote in respect of trimming the tree outside the Village Shop. **Action: Cllr Follett**

## 13. School Matters

Cllr Sudbury said there was little to report. Sunbeams Pre-School unit were negotiating for money under Section 106 on which he had given assistance and the Clerk had drafted an application letter.

## 14. Pond security

It was self-evident that Cllr Sudbury had arranged for the installation of a life belt and for fencing around the pond. An email had been received by the Clerk from a neighbouring householder who objected to the positioning of the life belt. His written request was that it be moved so it was taken out of his line of sight which has a focus on birds and other wildlife in the vicinity. The Council discussed this with care but came to the conclusion that the existing position was important and there was no cause to remove it; the householder would not be given permission to move it. The Clerk will write to him, accordingly, proposed by Cllr Sudbury and seconded by Cllr Hitchcox - carried unanimously. **Action: Clerk**

## 15. Footpath W123

The Clerk outlined the current position concerning the possibility of any rights of the occupier of 9 Lythall Close to impinge on public enjoyment of the footpath. In the absence of positive contribution from WCC on this point, he had carried out searches at HMLR on registered titles adjacent to the footpath. This meeting had already approved reimbursement of his expenses for that. He and the Chairman had come to the conclusion that further searches should be progressed. He proposed initially to use the services of Parish Online but might have to purchase title documents from HMLR. It was AGREED the Clerk should have discretion to incur expenses in this way, proposed by Cllr Sudbury and seconded by Cllr Friar.

**Action: Clerk**

## 16. Complaints Policy

As indicated above, the work on the complaints policy was deferred.

## 17. Any other business

1. With regard to the vacancy for a councillor, Mr Dempsey said he found the meeting most informative, and he would review.
2. The Clerk had received a report from Mrs Follett as Chairman of the Community Hall which he had circulated prior to the meeting. In amplification, Cllr Mrs Malin had tabled a report; these raised the difficult issues of the shortage of volunteers to serve on the Hall Committee and the serious potential cost of resurfacing the car park, the current, competitive quote was for £21,250.

The Hall Committee had decided that Radford Semele Football Club will be the only club to use the changing room for the season 2022/23; Radford Albion Football Club have been so informed.

3. The dates of the 2022 meetings, list previously circulated, were approved. The Clerk confirmed that all the dates have been booked with the Hall Booking Clerk.
4. The time for the Council meeting under standing orders having been extended by agreement, the Chairman invited Cllr Musa to outline briefly his written report on the telephone box. In summary the report outlined potential usages of the box if refurbished and invited Cllrs to make a decision it gives quoted costings for refurbishment, indicating a cost of around £7,000 although Cllr Friar opined that the actual cost might be somewhat more.

The Chairman apologised to Cllr Musa for bringing the matter on so late; it was AGREED that the subject would form an early item on the Agenda for the February meeting. However, it was clear that the report and the costings did not cover the unknown factor of the cost and logistics involved in excavating the telephone box from the footpath which could be considerable. Cllr Follett said that his report about two years ago outlined the difficulty in ascertaining the location of pipes and cables underneath the telephone box which would have to be dealt with.

The Clerk pointed out that as it will involve works on the highway, WCC Highways Dept will need to be involved; their initial approval and subsequent supervision will be involved and there may well be fees payable to them.

It was AGREED that Cllr Musa would obtain costings and prepare an analysis of the logistical operation in excavating the box for the next meeting.

**Action: Cllr Musa**

## 18. Date of next meeting

The next Council meeting will be on 28<sup>th</sup> February 2022. This meeting closed at 10.00 pm.

Signed.....

Date..... 2022

**Chairman of the Parish Council**

Counter signed.....

Date.....2022

**Clerk to the Parish Council**