

RADFORD SEMELE PARISH COUNCIL

APPROVED MINUTES

A meeting of the Parish Council was held on Monday 25th April 2022 at 7.30 pm in the Community Hall, Lewis Road, Radford Semele.

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

In attendance: WCC Cllr W A Redford

1. Induction

Mr Jack Dempsey was inducted as a Councillor and signed the Declaration of Office.

2. Apologies for Absence and Declarations of Interest

Apologies for absence were received from Cllr Musa (on holiday) and WDC Cllr Mrs Leigh-Hunt (WDC meeting). There were no declarations of interest.

3. Approval of the Minutes of the Council meeting on 28th March 2022

Under paragraph 17/18 and reference to the Community Hall and the Sports & Social Club, Cllr Mrs Malin requested a specific alteration to that paragraph to reflect her position as she described it; it was AGREED this section will be retyped and accordingly approved. Proposed by Cllr Carter and seconded by Cllr Hitchcox.

4. Matters arising from the Minutes of the Council meeting on 28th March 2022

The Chairman invited the Clerk to outline a number of items listed on a note to himself:

- a. Jubilee mugs have been received with one breakage which the suppliers have agreed to replace.
- b. The Clerk had supplied a letter of support from this Council (approved by the Chairman) to Barbara Wyatt to effect a fresh footpath registration.
- c. No response had yet been received on the request to WCC to review the incline in Lewis Road/Valley.
- d. Following the attendance on the virtual training course regarding the new LGA Code of Conduct by the Chairman and the Clerk, the Clerk will proceed to put the format of the new code before the Council at the next meeting on 30th May with a view to its adoption.
- e. The Chairman and the Clerk had recently attended a virtual course on PROW's which had given them significant food for thought (see AOB below).
- f. After the Chairman and the Clerk read an article in a recent edition of the WALC newsletter concerning a traffic management scheme at Berkswell, the Clerk had been in discussion with a friend of his who lives in Berkswell and had received an outline resume of the scheme with an invitation to contact the organiser. It was decided to leave this for the time being.

5. Speedwatch update

Cllr Munn updated the position and tabled a brief report.

1. He is still awaiting a positive response from the Police as to training of more volunteers. Due to weather conditions, they have only had one recent session in April. He has now received from suppliers, the laser tripod recently purchased by the Council.
2. Cllr Carter asked WCC Redford whether he is willing to support an application by this Council for a local scheme with respect to '20 's Plenty' signage (there are implications for Cllr Redford's personal budget). Cllr Redford confirmed that he would support such an application.

6. Traffic management issues

1. The Chairman outlined recent correspondence he had had with Jeff Morris of the WCC Traffic Dept; signage on the A425 in the vicinity of Semele Park had been changed around and a palpable error had been spotted by the Chairman in that 40mph and 50 mph signage were in conflict with each other. Mr Morris had apologised for the error and quoted a Local Traffic Regulation Order as being relevant to the issue; WCC Cllr Redford said that it was unnecessary to review the TRO in order to change/correct the signage. This matter is to be pursued by the Chairman. **Action: Chairman**
2. The Clerk had not had a response from his request now outstanding for several weeks for a response from WCC Traffic Dept on the contents of the report by Tom Head which was handed to them on 21st January 2022.
3. Cllr Hitchcox raised the ongoing issue of fundamental repair being necessary to School Lane. The project had been put off for quite a while and he asked WCC Cllr Redford when it would be attended to. It was unclear when this would be undertaken but Cllr Carter observed that the perfect time to deal with this would be the holiday time and requested WCC Cllr Redford to urge those concerned to plan the project for the school summer holidays.
4. A discussion ensued as to closure of roads; in particular the focus was on Princes Drive. The issue is that timings of closures were uncertain, inadequate notice is given on many occasions and in a recent instance concerning the A425, notices of closure being put out incorrectly and then withdrawn. WCC Cllr Redford undertook to get some positive information on the timings of closures.
Action: WCC Cllr Redford

7. Section 106 and CIL issues

1. The Clerk reported that, notwithstanding that the Chairman and himself had revised the last draft of the Funding letter from Helen Hancox in respect of The Cricketers (expecting that it would be accepted because she had previously indicated so), still no response had been received from her.
2. The Clerk had received no further information concerning the CRT – the funding is still in the pipeline and WCC Cllr Redford said he had no idea as to the state of progress on the grant application from central Government.

8. Warwickshire County Council – update report

WCC Cllr Redford said he had only two matters to report: 1) the statistics for Covid infection are significantly reduced; 2) the proposal to have blanket provision of 20mph speed limits had been rejected by the WCC Cabinet.

9. Warwick District Council – update report

In the absence of WDC Cllr Mrs Leigh-Hunt, the Clerk gave a short verbal report on her behalf:

1. The proposed merger between WDC and Stratford DC was not going ahead; it appears that Stratford DC have withdrawn from the proposal; she will be able to give further information following the meeting she was attending this evening
2. The ongoing progression of groundwork already done will continue as officers from both district councils will continue to collaborate on a number of projects.
3. WDC officers are heading towards preparation of a new Local Plan in the next year or so and they will continue to work on this although it will have to be adjusted to discount the Stratford element. There will be a revised Local Plan which requires this Council's attention.

4. She and the Clerk had had a telecon with Cllr Carter earlier in the day concerning the information on St Andrews House which had been provided by Land Registry entries recently obtained by the Clerk. There appears to be a discrepancy/oddity in the presentation by the applicants of this property.
5. It appears that there is only one person or nobody at all in the Planning Enforcement Dept currently; WDC had had great difficulty in recruiting anyone to take up the job.
6. In respect of recent developments on Footpath W123 she had dealt with a letter received from a resident. The difficulty here is that the appropriate authority for action is WCC. WCC Cllr Redford confirmed that the appropriate director of the Footpaths Dept is Mr Barnard to whom enquiries should be addressed.

10. Telephone box

In the absence of Cllr Musa, there was no report.

11. Financial Matters

1. The Clerk reported that the balance on the investment account is approximately £64,320 of which £16,022 approximately is the unrestricted reserve, the difference being restricted reserves. The balance on the operating account is approximately £3,505.
2. A number of payments were authorised as set out on the tabled list, proposed by Cllr Sudbury and seconded by Cllr Munn. A query arose on an invoice from the Community Hall; so, this was put back for further enquiry.
3. The Clerk had lodged the VAT reclaim with HMRC, the claimed amount being approximately £11,500.
4. The Clerk and Cllr Friar have in hand the preparation of the paperwork for the Audit; the preparation is nearly complete and will be submitted shortly to the Internal Auditor, Mrs Best.

12. Applications to hold events on the Playing Field

The Clerk reported he had received an application to use the Playing Field on 4th June 2022 by Ms Asha Shahi who wanted a private party for 60 guests. She had been referred by Cllr Hitchcox. The Clerk had questioned her as to management of the function and insurance cover but had not yet had a response.

13. Correspondence

1. The Council's insurance brokers had presented their usual enquiry as to revision of insurance cover figures for the forthcoming year. (The insurance needs to be renewed before 1st June 2022) The Clerk had responded and awaited hearing from them with their proposals for the renewal premium; he emphasised that this must be concluded by the time of the Council's next meeting on 30th May due to the deadline date for the insurance cover.
2. The Clerk had received a verbal and written request from the family at the Shop regarding the position of the plaque in memory of Sunny Dillon; they wanted to raise the plaque to avoid damage from animals. Cllr Follett had investigated the position and reported that there would be no problem in principle. The Council agreed to the work but considered it inappropriate for this Council to fund the cost of the alteration. The Clerk is to notify the family. **Action: Clerk**

14. Planning Matters

Cllr Carter outlined the position on the identified planning applications (as per Agenda):

1. W/15/1635 - 56 Southam Road
This matter is still ongoing.

2. Canalside Development Plan Document Consultation
There was no update on the consultation.
3. W/21/0862 - St Andrews House
The Clerk had obtained 2 copies of Land Registry title entries, and these have been studied by Cllr Mrs Leigh-Hunt and Cllr Carter in conjunction with the Clerk; the documents reveal a bizarre state of affairs which Cllr Carter will probe into and write a further submission to the Planning Dept. The information received by the Chairman from the Chief Planning Officer, Gary Fisher, was to the effect that there is no pending diary entry for this application but when the matter is relisted it will be for a full hearing and there will be an opportunity for interested parties to make written and verbal representations.
4. W/22/0015 - Fallowfield, 18 Southam Road
The application for Fallowfield had been granted.
5. SDC22/00001 – Middle Road Farm
This application for a proposed solar farm in Harbury is still pending (this is a Stratford DC matter)
6. W/22/0399 – 5 Hemmings Close
This application has been granted.
7. W/22/0437/TCA – Radford Hall Farm
The application in respect of Radford Hall Farm has been granted.
8. W/22/0514 – 2 St Nicholas Road
The application for 2 St Nicholas Road is still pending.
9. W/22/0593
There is a pending application for 6 Offchurch Lane.

15. Website

Cllr Friar said he had done minor adjustments to the website following the update to Premium status; when he has ceased working out of town on a semi-permanent basis, he will be able to devote more time to it. The monthly instalment of premium required until November has already been paid and claimed by him as expenses.

16. Update on the Playing Field

1. Cllr Follett had arranged with Henry Marriott to carry out work to trimming the willow tree on 29th April next.
2. He had received a report from AP Trees that they had duly trimmed the tree outside the Shop; there followed some debate as to whether this job had been done properly. It was AGREED that Cllr Follett would look into this further in view of the longstanding issue of a telephone wire that runs through the top of the tree to an adjoining householder.
3. Cllr Follett had arranged with HS2 Media Dept for them to visit the Playing Field on 9th May 2022 to make a video showing happy users of the new adult gym equipment and a number of Cllrs who are available. Himself, Cllr Sabin and Cllr Munn have already put their names forward.

17. School Matters

Cllr Sudbury said he had no up to date news regarding the School but it was noted that Sunbeams will be putting on their fundraising event in a month or so.

18. Report on the Community Hall

Cllr Mrs Malin reported that there were some welcome recruits to the Hall Committee and also offers from other residents to help out, although they did not wish to go on the Committee.

19. Update on Sports & Social Club

Cllr Sudbury accepted an invitation from the Chairman to be this Council's representative on the Committee of the Sports & Social Club.

20. Any other business

1. The Clerk had no update on ways and means of assisting Ukrainian refugees; he put it down to the fact that refugees had not yet reached Warwickshire due to entry to the UK issues and WCC Cllr Redford agreed.
2. The Clerk will endeavour to prepare a draft new Complaints Policy for the next meeting of this Council, following the adoption by WDC of the new LGA Code of Conduct to take effect from 1st May 2022.
3. There was some discussion about outstanding issues on footpath W123. In the light of the recent seminar that the Chairman and the Clerk had attended on PROWs, it was AGREED that the Clerk would write to Mr Barnard for a copy of the documentation originally filed to substantiate registration on the Definitive Map
Action: Clerk
4. There was discussion about arrangements for the Annual Parish Assembly to be held on Saturday 30th April next. The formal function of the Annual Parish Meeting would take place at 8.30pm this evening. Cllr Mrs Malin had written to a number of local groups inviting them to attend on 30th April and so had the Clerk. Two groups had specifically asked for table accommodation to demonstrate their paperwork etc and it is anticipated that the chairmen of the Council's Committees will be on hand to deal with residents' enquiries. WDC Cllr Mrs Leigh-Hunt will attend. Apologies for absence were received from WCC Cllr Redford. The event is to run from 11am to 1pm. Refreshments are being organised by Cllr Mrs Malin.

21. Date of next Council meeting

The next meeting will be on 30th May 2022 – by legislation it is the first meeting of the Council's year and there is a need to elect a chairman and review the election of vice chairman and appointment of Committees (including assigning Cllr Dempsey to one or more of them). This meeting closed at 9.30 pm.

Signed.....
Chairman of the Parish Council

Date..... 2022

Counter signed.....
Clerk to the Parish Council

Date.....2022