

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 28th October 2019 at 7.30 pm.

Present: 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 E Malin, Cllr R Munn and Cllr T Musa

In attendance: WDC Cllr George Illingworth and WDC Cllr Mrs Leigh-Hunt

1. Apologies for Absence

Cllr J Sudbury and WCC Cllr Redford (holidays)

2. Declarations of Interest

There were no declarations of interest.

3. Approval of the Minutes of the Council meeting on 30th September 2019

The Minutes of the meeting on 30th September 2019 were approved, subject to a small amendment inserted by hand in para 5 to take account of WDC Cllr Redford's offer about inspecting for drop kerbs. Proposed by Cllr J Malin and seconded by Cllr Carter.

4. Matters arising from the Minutes of the Council meeting on 30th September 2019

1. The Chairman said the preparation of a response to the negative correspondence on traffic management is in hand; it is proposed that the Chairman and the Clerk press for some form of meeting (possibly with WCC Cllr Redford in attendance). **Action: Chairman and Clerk**
2. it is proposed that the Chairman and the Clerk will seek a meeting with Janet Neale to identify the uncertainties and discrepancies apparent in paperwork received concerning CIL/Section 106 payments. In particular, the Chairman and the Clerk have studied the Section 106 agreement entered into by AC Lloyd with WCC and WDC; this is specific to the effect that their payment of £54,410.81 could be made for the development of an offsite play area in the Parish (i.e. at the Playing Field). Copies of the two Section 106 agreements affecting the Bovis development made it clear that funds are to be available for traffic management connected with the A425 Southam Road. **Action: Chairman and Clerk**
3. The Clerk had had a response from David Ellison of the WCC Highways Dept; he has put repairs to Hatherell Road in his forward programme for action and will put the cost of repairs in Lewis Road into his future budget but at present he does not have funds available.
4. In the absence of Cllr Sudbury there was no report, but he has the review of emergency procedures in hand. **Action: Cllr Sudbury**
5. The Clerk has received a definitive written letter to the effect that The White Lion is now registered as an ACV.
6. The Chairman outlined that there had been considerable activity by him and the Clerk concerning the location of a salt bin in The Greswoldes. The Chairman had delivered a circular letter to all the relevant residents (approximately 26) and from which he and the Clerk had received about 10 replies. The consensus favoured a location outside No 23 The Greswoldes. Ultimately it was a decision for the Council, so the question was put to the vote; unanimous agreement of the Cllrs was to locate the grit bin outside No 23.

Action: Chairman & Clerk

7. In view of the special meeting on Sunday 17th November 2019 called by the Police to discuss issues with residents of the Parish, it was AGREED to put off discussion about Village security until that meeting when issues could be put to the Police.
8. Cllr Hitchcox reported that he had attended the meeting on rubbish collection disposal that had been called by WDC Cllr Pamela Redford; he said a number of ideas had been outlined but there was follow up required. One outcome would be to promote the principles of the scheme on the Parish Council website. **Action: Chairman & Cllrs Hitchcox, Friar & Musa**

5. Warwickshire County Council – update report

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

6. Warwick District Council – update report

- a. WDC Cllr Mrs Leigh-Hunt said that as she had been away on holiday in recent weeks, she is still catching up, but identifiable issues were as follows. Full funding was expected from central Government, but it will be necessary for WDC to increase their charges. The Canalside project is out for consultation but a concentration of the work by WDC will be on urban areas initially. There is ongoing discussion about the future of Newbold Comyn – there is a significant lobby for use of part of the land for a golf club which may be in competition with preservation of the area for wildlife and recreation. Regeneration of the area around the railway station is ongoing but as yet there are no definite proposals; the object is to regenerate what is described as the “creative quarter” (i.e. the location of artists and craftsmen etc). A further outstanding issue is a review of the location for the new headquarters for WDC, but nothing had been decided yet.
- b. WDC Cllr Illingworth gave a short address:
 - i. He said currently there is a semi hung position on the WDC Council; there are 22 Tories and the opposite parties combined equal 22. So far, he has not had to make his casting vote as Chairman, apart from one incident; this was at the inauguration ceremony in May when rival candidates for deputy chairman were put up.
 - ii. Next year the Commonwealth Games are coming to Birmingham and there will be a significant outfall out in terms of visitors to Leamington; in particular the lawn bowls part of the Games will be played at Leamington.
 - iii. WDC is working on improvement of the canal area within the urban areas of Warwick and Leamington and he pointed out that the area around the canal itself is a conservation area not just the canal.
 - iv. He said it is not generally realised that the canal side consultation is for the whole area around the canal not just the canal itself and it would be wise for this Council to put in a response. The closing date is 11th December 2019.
 - v. He thanked the Parish Council for having his wife and himself in attendance at the meeting and he said he had enjoyed his visit.

7. Financial Matters

1. The Clerk reported the balance on the investment account is £39,294.20 and the balance on the operating account is £21,790.27 (the latter balance reflecting the substantial amount of approximately £3,700 made in payments following the last meeting).
2. A number of payments were approved as per the list annexed to the Minutes; the Clerk drew attention to the fact that the list includes seven payments of donations which were approved at the last Council meeting.
3. Cheques were duly signed at the meeting.

4. Cllr Musa confirmed that he had now signed the necessary papers for the bank; the Clerk will clarify with the bank as to whether now all is in order and signatures of the three new councillors are acceptable. **Action: Clerk**
5. Cllr Friar outlined the position on his draft terms of reference for the Finance Committee; it was noted that the terms of reference include provision for the Clerk to act as Clerk to the Finance Committee. The terms of reference were approved.

Cllr Friar outlined that the Finance Committee would be proposing a draft budget to be approved by the Council at the meeting on 25th November; that budget will in turn be converted by the Clerk into the Precept application. The Clerk reminded the meeting that as the Council does not meet in December it is very important that the Council should approve the budget at the November meeting as the deadline for submitting Precept application in January arrives before the usual Council meeting at the end of January. Cllr Friar asked the chairmen of all Committees who have projects in mind to let him have details and figures of those projects so these could be incorporated in the budget, if appropriate. **Action: All Committee Chairmen**

8. Correspondence

There was no correspondence other than that as dealt with under other headings.

9. Current Planning Matters

1. W/15/1635 – 56 Southam Road
The Chairman said the issues over 56 Southam Road are ongoing; he and the Clerk are in the process of formulating further action in the light of disappointing response from WCC and WDC. **Action: Chairman & Clerk**
2. 4 St Nicholas Terrace
Cllr Mrs Malin said the position is under continuing review. **Action: Cllr Mrs Malin**
3. 9 Lythall Close
The Clerk reported that he had arranged a meeting for himself and the Chairman and WDC Cllr Mrs Leigh-Hunt to meet the Footpaths Dept at WCC on 5th November 2019 to explore action to be taken.
4. W/19/1341 - 30 Southam Road
The application for 30 Southam Road is to be heard by the Planning Committee on 6th November 2019 and it is likely to be granted.
5. 9 School Lane and 24 Southam Road
Cllr Mrs Malin said that the planning Committee have basically examined applications in respect of 9 School Lane and 24 Southam Road, both of which were satisfactory so would not be opposed.
6. Cedar Tree Farm
Cllr Mrs Malin reported that an application for a certificate of lawful development had been lodged in respect of the property at Cedar Tree Farm; this was acceptable.
7. W/19/1772 - Land at The Valley
The Chairman outlined in some detail the current application in respect of land at The Valley; he emphasised that 16 applications for planning permission had been made in respect of this site over recent years and had been consistently refused. The site was outside the Village envelope as determined by the New Local Plan approved by the Government Inspector. There are obvious traffic issues relating to the width of The Valley and the congestion of traffic in Lewis Road and the issue of flooding in The Valley was still relevant. It was AGREED that a strong objection should be made to this application – the deadline for that if 11th November 2019. **Action: Chairman, WDC Cllr Mrs Leigh-Hunt & Planning Committee**

10. Update on the draft Neighbourhood Plan

Cllr Friar said there will be a meeting of the working group on 7th November 2019 to progress the matter. There may be an extension of the consultation period before presentation to the WDC Monitor in due course.

11. Review of Playing Field

1. The Clerk reported he had received, that afternoon, an invoice from Urban Leisure in respect of their work on the skateboard and this was the same amount as originally anticipated and in respect of which a cheque was signed by the Chairman and the Clerk some months ago. It was AGREED that the cheque should be utilised by the Clerk in settling the invoice and formal approval of the amount was made.
2. Cllr Follett reported that, in the last day or so, the footpath refurbishment had been completed; an invoice for the original quoted amount is to be received by the Clerk shortly. He said the work was satisfactory.
3. The Clerk had received an invoice from ROSPA and queried whether it should be settled; it was accepted that ROSPA had done their job but there was some concern at a number of points that they had made in their report. Details of the work alleged to be needed will be reviewed by the Playing Field Committee in detail. A significant item appears to be the condition of the overhead slide; the ROSPA report argues that one of the support poles is rotten but this is debateable.
Action: Playing Field Committee
4. Cllr Follett referred to his report which had been tabled concerning the idea of an outdoor gym facility being created. He estimates the approximate cost will be £30,000; he has obtained quotations and ideas from a number of well-known equipment providers. He sought the approval of the Council in principle to go ahead with the scheme – it was AGREED that he should. In his report he indicated that Section 106 money expected from the AC Lloyd development for this project can be diverted by WDC to work at Newbold Comyn; the Chairman and the Clerk had challenged this assumption as it could be a misunderstanding of the position. It was AGREED that WDC Cllr Mrs Leigh-Hunt would look into the position along with the Chairman and Clerk.
Action: WDC Cllr Mrs Leigh-Hunt, Chairman and Clerk

12. Update on Scout Hut project

Cllr Friar said the issue of the Scout Hut is ongoing.

13. Update report on Sports and Social Club Matters

Cllr A Malin was unable to attend a recent meeting of the Club Committee so there was no report.

14. Update report from Community Hall Committee

Cllr Mrs Malin reported that there is a forthcoming Committee Meeting for the Community Hall Committee but in the interim she had nothing to report.

15. Update on School Matters

The Chairman said that Cllr Sudbury was pursuing the possibility of a liaison person between the School and this Council. Such a person would have to be an observer acceptable to the School Governors at their meetings.
Action: Cllr Sudbury

16. Update report from Media Committee

1. Cllr Musa had previously tabled an estimate of costs for setting up a revamped version of the website and costs of ongoing management. Mr Kip Warr is still retained as manager but he considers it is outside his remit to enter into design work. Cllr Musa asked if the Council were content in principle with the draft perspective; the Clerk pointed out that the document tabled was a copy of a basic template for website creation so a significant amount of work needed to be done to visualise what the pages of the new website would actually look like. It was RESOLVED in principle that the Media Committee should proceed, and the estimate of costs put forward by Cllr Musa were approved. Those costs are :

Ref	Item	Description	Cost
1	Website Cost	Chosen Plat form - Site 123. Preferred Option chosen is the 'Gold Package' for 36 months. Year 1 free domain. Monthly cost £15.34	£552.24
3	Photography	Photography of Parish Councillors and photos of key areas of Radford Semele	£200.00
4	Site Build	Duration of work is 5 days worth of work based on 8 hour day. This does not include website maintenance.	£1,000

Total £1,752.24

2. Cllr Musa said it is proposed to have mug shots and brief biography details of all Councillors and the Clerk on the website so he asked everyone to prepare a short summary of what they would like said about them.
Action: all Cllrs & Clerk

17. Repositioning of the notice board

The Clerk had attempted to get a quotation for the removal of the notice board but so far without success – he will pursue.
Action: Clerk

18. Update on the telephone box

Cllr Follett had tabled a report on behalf of the working party. This highlights the significant effort and cost in moving the existing telephone box to a new location and the report indicates that it will be at almost the same cost to purchase a new K2 style box. (Apparently BT has many in stock) The indication is that it would be preferable to use the existing telephone box and leave it in situ on the Southam Road but carry out extensive refurbishment and improve its security. The working party is to continue work on it and it is proposed that publicity in the Parish be given to factoring ideas for the further use and refurbishment of the box. The website is an obvious tool for this.

Action: Telephone box working party & Media Committee

19. Review of Standing Orders

Cllr Friar and the Clerk have the question of the Standing Orders under review.

20. Review of wall at The White Lion

The Clerk had not pursued the question of the wall with Greene King partly due to his absence on holiday and partly the fact that he had already written to them earlier in the year when they had not co-operated. As there is no tenant in The White Lion at the present time, his view is that the responsibility falls on Greene King as the owners; once a new tenant is installed then the liability would probably fall on the tenant. He had noticed activity in the public house recently which gave rise to the possibility that a new tenant was expected. It was AGREED that Cllr Sabin would look into the position and report back.
Action: Cllr Sabin & Clerk

21. Donation to SANDS

The possibility of making a donation to SANDS Football Club (as discussed at the last meeting) was discussed along with the request for support from Mrs Judy Steele and The Willows Project. In the case of both applications, it was noted that any funds put in by the Council would be dispersed beyond the area of the Parish. The advice from the Clerk was that this was not lawful as it could not be demonstrated that it was specifically for good causes only relevant to the Parish. In the absence of Cllr Sudbury, it was noted that the Council was content with that view.

22. Any Other Business

1. The Willows Project was discussed; it was AGREED on the Clerk's suggestion that he should write a letter to the project making clear that the Council would not be putting any funds into the Project (for the reasons outlined in the above item concerning SANDS. **Action: Clerk**

23. Date of next meeting: 25th November 2019

Signed.....

Date.....

Chairman of the Parish Council

Counter signed.....

Date.....

Clerk to the Parish Council