

RADFORD SEMELE PARISH COUNCIL

MINUTES

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 26th February 2018 at 7.30 pm.

Present: Cllr S Sabin (in the chair), Cllr D E Chater, Cllr B Follett, Cllr B Friar, Cllr A T Hitchcox, Cllr A E Malin, Cllr Mrs J P Malin, Cllr H E J Marriott and Cllr Mrs N Northey

In attendance: WCC Cllr W Redford

1. Presentation

The Council had invited Graham Fulford of the Graham Fulford Charitable Trust to give a short presentation on the work of his charity. This was with a view to the Council providing facilities for him to carry out PSA testing at the Community Hall. The Trust specialises in PSA awareness (i.e. obtaining forewarning of a man likely to develop prostate cancer). He said that he had tested about 85,000 people over the years and probably saved the lives of about 1200 – 1500 men due to early warning signs of cancer being observed. From a discussion it was said that in principle an initial testing would be arranged for June 2018 at the Community Hall to see what take up there was from the public. The Clerk advised that, for many years, he had assisted the Trust by being a doorman at their sessions and it was necessary to have available several doormen to deal with the take up. Probably 3 or 4 doormen would be required. It was AGREED that the Council would discuss the matter in detail later in the agenda. Mr Fulford left the meeting.

2. Apologies for absence: Cllr J Sudbury (in hospital) and WDC Cllr M Doody

3. Declaration of interests: Cllr Northey declared an interest in the public footpath, (W123) adjacent to her property.

4. Approval of the Minutes of the Council meeting on 29th January 2018

These were approved. Proposed by Cllr Marriott and seconded by Cllr Mrs J Malin.

5. Matters arising from the Minutes of the Council meeting on 29th January 2018

1. It was noted with great satisfaction that the hedge on the main road had now been thoroughly trimmed. The Clerk to write a thank you letter to the Highways Dept and ask for the debris to be fully cleared. **Action: Clerk**

2. The Chairman and the Clerk had not had not yet dealt with the Lewis Road parking issue and will address this. **Action: Chairman & Clerk**

A request had been received from the proprietors of the Village Shop that an application be made to have a number of parking bays drawn on the service road adjoining the shop; it was AGREED that this Council would try and achieve that. **Action: Clerk**

3. It was noted with great satisfaction that the bus shelter construction had now been completed and a formal handover was accepted by the Council from the contractors.

4. A review of the skate park in the Playing Field to be carried out. **Action: Cllrs Follett & Marriott**

5. The Clerk reported that he had received a signed agreement on behalf of Radford Semele Football Club together with a cheque for £100 but had not had a response as yet from Radford Albion. It was AGREED that he would chase them up in the near future and issue a signed formal contract to Radford Semele FC. **Action: Clerk**

It was AGREED that Cllr Hitchcox would pursue the matter of trying to obtain second hand goalposts for the pitches from one source or another. **Action: Cllr Hitchcox**

6. Warwickshire County Council – update report

6.1 WCC Cllr Redford reported that there would be an increase in the Council Tax because of an increase in the Budget of WCC. There was effectively a 9% increase in the support element for WDC.

6.2 This is the start of a new year for the Eastern Neighbourhood Forum. This year the expected budget is £5,000 after allowing for input and set offs from different sources.

7. Warwick District Council – update report

In the absence of WDC Cllr Doody, there was no report.

8. Financial Matters

8.1 The Clerk reported that the balance on the investment account was approximately £24,200 and the balance on the operating account was approximately £16,300.

8.2 A number of payments were authorised as per the tabled list, in particular a payment of £3,529.92 to Shires Oak Buildings being the final balance of their contract price for construction of the bus shelter.

8.3 Cheques were signed in respect to the foregoing.

8.4 Cllr Chater as Chairman of the Finance Committee had tabled a memorandum highlighting a significant number of items in the Model Financial Regulations prepared by the Clerk which, in Cllr Chater's view, required adjustment. It was acknowledged that the items were too detailed to be debated in Council; it was AGREED that the matter would be reviewed by the Chairman, the Vice Chairman and the Clerk initially and then submitted to the Finance Committee. **Action: Chairman, Vice Chairman & Clerk**

8.5 It was noted that Cllr Chater, as Chairman of the Finance Committee, did not require further information in respect of the Clerk's claim for CiLCA expenses. The Clerk withdrew from the meeting; it was AGREED that he should be reimbursed in the total sum of £486.18.

9. Proposed support of Graham Fulford Charitable Trust

The presentation by Mr Fulford on his prostate awareness Trust was debated. It was AGREED that it was an excellent endeavour, one that was worthy of the Council's support. Following his suggestion, it was AGREED to have a single, initial session in the spring to see what take up in the Parish there was. Mr Fulford reported that an average take up at his session regularly held at the Nelson Club in Warwick was about 60 – 70 men once a month. It was anticipated there would be nothing like that number of people attending a session in the Village but it could develop once the word got around. The Clerk explained that from his experience of Mr Fulford's work the medical team would be brought with Mr Fulford and the only necessary items to be supplied by the Council would be doormen on the night and payment of the hall hire charges. It was RESOLVED in principle to pay those charges and RESOLVED that Cllr Hitchcox would liaise with Mr Fulford and arrange a suitable date for hire of the hall and payment of the charges. **Action: Cllr Hitchcox**

10. CIL payments

Cllr Sabin and the Clerk had not had an opportunity to address this matter – the Clerk observed that it might be appropriate for them to go on a course; the matter is to be pursued. **Action: Chairman & Clerk**

11. First World War commemoration

The Clerk reported that he had not heard further from Rev Martin Green and felt it politic not to chase up the matter for the moment. Rev Green is waiting for a direction from the Diocese. The Clerk will follow it up. **Action: Clerk**

12. Correspondence

The Clerk had received a circular from WDC inviting parish councils to provide street names for the new developments. In this Village there were a large number of streets to be covered. The Clerk confirmed that he had previously filed the list of street names supplied by this Council and it was AGREED that he would reaffirm that for the avoidance of doubt.

Action: Clerk

13. Update on Neighbourhood Plan

Cllr Friar reported that a report was going in to the grant funding people as required. Due to the structure of the grant funding it may be necessary for this Council to repay part of the funding but he will advise the Council as to the amount (estimated at a few thousand pounds but no more). The grant sums had been supplied ex VAT – the Council will be able to recover the VAT on payments. **Action: Cllr Friar**

14. Review of Playing Field

There was nothing to add to the information outlined above.

15. Update on Scout Hut project

Cllr Friar said there is nothing to report save that they were still looking for a suitable site. (He said that, despite representations concerning The Lodge, the Scout Group would not be looking to acquire that or use it!)

16. Update report on Sports and Social Club Matters

Cllrs A Malin and Sabin confirmed that there was an increase in membership at the Social Club. There is going to be an increase in prices. The premises are generally satisfactory save that the Committee is working hard currently to organise the upgrading of the existing toilet facilities and installation of a disabled users' toilet. .

17. Update report from Community Hall Committee

Cllr Chater said there was nothing to report but matters are satisfactory.

18. Update on School Matters

There was nothing to report.

19. General Data Protection Regulations

19.1 The Clerk had tabled by email a detailed memorandum on the position as he currently sees it. In the interests of transparency, social convenience and to conform with the principles of GDPR, the Clerk recommended that a new set of computer equipment was purchased for him so that he could cease using his personal computer for Council business. Several associations linked with the work of clerks generally recommended that the better practice was for clerks not to use their personal computer equipment but to have use of equipment for the council's use. The principles behind GDPR was to maintain transparency of data storage.

19.2 The Clerk tabled an estimate from his regular IT consultant who is in a position to purchase the equipment and install it. Because of the Clerk's long association with the consultant, that gentleman was fully au fait with the Clerk's operation of his own computer equipment and what was involved.

19.3 The Clerk had submitted an application for a grant for this equipment via WALC; the indication is that the grant will be given although not for 100% of the cost of the equipment as estimated by the Clerk and his consultant.

19.4 The Clerk further advised that, before the effective date of 18th May 2018, the Council must have in place a written and displayed policy as to how data storage would be dealt with.

19.5 The Clerk had attended three seminars from different sources and experts in the market on the subject but a lot of the material was inconclusive; Cllr Friar pointed out that this is because the detailed regulations are still being drafted by Government. He then pointed out that before making any final decisions on the policy, equipment or methodology it would be wise to have a review. It was AGREED that Cllr Friar and the Clerk would review the matter and report back to the Council.

Action: Cllr Friar & Clerk

20. Allocation of Cllr Sudbury to Committees

A discussion took place in Cllr Sudbury’s absence as to which committees to allocate him to. It was decided that in his case it should be left until his attendance at a future Council meeting . It was mooted that there should be a new committee dealing with the Council’s relationship with the Community. It was AGREED that this new committee should be formed by Cllr Friar, Cllr Northey, Cllr Chater and Cllr Sudbury in due course. **Action: Cllrs Friar, Northey, Chater & Sudbury**

21. Current Planning Matters

Cllr Sabin reported on output from the Planning Committee:

- W/17/1879 Frizmore House, Fosse Way – Refused 31/1/18
- W/17/2201,
- W/18/0138 Bovis Homes site – Implications of applications to be investigated
- W/17/2352 Land at The Valley – PC unanimous rejection
- Land to the rear of 43 – 51 Lewis Road – being monitored
- W/18/0006 Leigh Foss, The Valley – committee date 27/2/18
- W/18/0180 36 The Gardens – PC to object
- W/18/0288 The Lodge, Spring Lane – PC decided to remain neutral
- W/18/0305 8 Lythall Close – no comment

In addition, regarding the narrow boat moored permanently at Radford Bottom Lock, the Clerk to write to WDC Planning Dept to see if planning permission is required. **Action: Clerk**

22. Any Other Business

- 22.1 Following rearrangements concerning The Lodge, a decision needs to be made as to where to locate the pump from the premises which the Council considers worth preserving. This item to go on the Agenda for the next meeting. **Action: Clerk**
- 22.2 It was noted that the salt bin purchased by the Council some months ago for the benefit of Chance Fields was still in storage because the residents of Chance Fields had declined to have it there. One proposal now was to install it on the island at the top of Overtons Close. It was agreed that this would be pursued and the Clerk is to obtain prior approval from the Highways Dept. **Action: Clerk**
- 22.3 Cllr Marriott raised the issue that negligent dog walkers are straying from footpaths in the area and allowing their dogs to defecate amongst the crops; this has a deleterious effect on the crops due to the volume created by dogs and could be a serious issue for local farmers. It was AGREED that the matter should be reviewed; the Highways Dept have already installed notices on the footpaths but the real issue is enforcement. **Action: All Cllrs**
- 22.4 Cllr Marriott requested that a thank you letter be send to WDC for their cooperation concerning the rubbish bin on the main road; since they had acceded to emptying it more often the result had been most satisfactory. **Action: Clerk**

23. Date of next meeting: 26th March 2018

The Chairman closed the meeting at 10pm

Signed..... Date.....

Chairman of the Parish Council

Counter signed..... Date.....

Clerk to the Parish Council