

RADWAY PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held in the Village Hall on Monday, 11th May 2015 at 8.15pm

Present: Cllrs: M. Johnson (Chairman) (MJ), J. Feilding (JF), J. Jackson (JJ) and P. Wilkins (PW). Also present District Cllr. B. Dalla Mura (BD), C. Hill (Clerk) and 5 members of the public

1. Election of Chairman

JF nominated MJ as Chairman, seconded and carried unanimously. MJ signed the declaration of office of Chair form.

2. Apologies for absence

County Cllr. C. Williams (business engagement).

3. Declarations of Interest

None declared.

4. Acceptance of the minutes of the previous meeting (March 2015)

The minutes of the previous meeting had been circulated prior to this meeting. It was agreed that they represented a true record of the meeting and were signed by MJ.

5. Questions from the public

A resident said that the fence in the recreation area was falling down.

The Council will inspect the fence.

A resident asked why the Village Hall Trustees had not been told that the internet connection was going to be stopped. MJ said that she understood that the Trustees were informed. MJ to liaise with the Parish Council representative who attends the Trustee meetings.

A resident complained about the hedge that has recently been planted on the recreation field by the Parish Council and volunteers saying it would die. It was not planted correctly and he expected issues with cars pulling out of the road. MJ explained that the volunteers gave up the time to plant it and the aim was to deter children from running from the recreation field straight into the road. The hedge will be maintained and kept at a reasonable height so as not to cause issues for vision. The volunteers were thanked for their work.

A complaint was made about a person riding on a motorised bike on the recreation field. Councillors said that they would keep an eye on the field and asked residents to do the same.

A resident asked about joining the Parish Council. MJ explained that we currently have a vacancy and the resident should liaise with the Clerk.

The light at Westend is still covered.

The Council will inspect the area

Could the land on Langdon Lane, which was previously used as an allotment and recently the subject of a planning application, be purchased for the village and used as much needed allotments?

The Council do not have the funds but would promote this action

6. Election of Vice Chair and financial officer plus councillors to committees

MJ nominated JF as Vice Chair, seconded JJ and carried unanimously. The Clerk was appointed as financial officer.

7. Matters arising from the minutes of the previous meetings:

- (a) Funds towards churchyard
The Clerk confirmed that there was £200 in the budget for this work this year. MJ said that the money had not been claimed by the PCC for 2014/15. It was agreed that £400 should be paid to the PCC for the maintenance of the churchyard.
- (b) Recreation field; weeds
Councillors agreed to send an email to our grass contractor with a list of maintenance jobs that the parish would like done. This would be on the list.
ACTION: MJ to compile a list.
- (c) Bus Shelter repairs
MJ to email our grass contractor asking him if he would be able to carry out these repairs.
ACTION: MJ to add to list.
- (d) 2016 calendar update
ACTION: PW to update June's meeting on costs.
- (e) Highways issues update
JF reported that he is meeting Patch Byrne tomorrow.
ACTION: June agenda item.
- (f) Embankment near School House
JF to bring to Patch Byrne's attention tomorrow.
ACTION: June agenda item.
- (g) Levelling of the recreation field; quotes
PW and JF said that they had a meeting with a contractor but have not received a quote. PW suggested that the grass could be cut lower at one end to make the goal usable and the grass collected. This would determine whether there is a demand for a pitch. If there is then the Parish Council could consider rolling the land. MJ to add to her list.
ACTION: MJ to add this job to the list for our contractor.
- (h) Replacement tubs; quote
PW reported that 36 inch tubs cost £100 each with 24 inch at £50 each. It was agreed that 5 36 inch tubs should be purchased plus compost.
ACTION: PW to look at purchasing 5 tubs plus compost.
- (i) Street plan; size
ACTION: June agenda item.

8. To receive correspondence

- (a) Request from Thursday Club for funding
Councillors reviewed the accounts. MJ proposed that £155 be funded under section 137, seconded by JF and carried unanimously.
- (b) Footpath report
This was circulated. It was reported that an electric fence has been erected blocking access to a footpath. There is a phone number on the fence. MJ agreed to pass the number to the Clerk.
ACTION: The Clerk to contact the landowner.
- (c) Resignation of resident who cleans bus shelter

MJ reported the resignation. It was agreed that a note should be placed in the newsletter seeking a person to regularly clean the bus shelter.

ACTION: Newsletter item.

- (d) Dead/dangerous tree notification; The Green
Councillors agreed that an inappropriate tree has been planted by Orbit Housing without suitable staking.
ACTION: The Clerk to contact Orbit Housing.
- (e) WCC Chairman's open evening; 25th April
Circulated via email.
- (f) Affordable rural housing
It was agreed that a survey was due. MJ to liaise with WRCC regarding a survey. JF and MJ to talk to Kineton Parish Council about their Neighbourhood Plan.
ACTION: MJ to talk to WRCC. JF and MJ to contact Kineton PC.
- (g) Notice of the annual audit of accounts
Notice to be placed on the noticeboard.

9. Financial Report/Administration

- (a) Draft 2014/15 accounts
Draft accounts were circulated to councillors prior to the meeting. It was agreed that these accounts can be passed to our internal auditor.
- (b) To appoint internal auditor
It was agreed that Adrian James would be appointed as the internal auditor.
ACTION: The clerk to contact Adrian James.
- (c) Annual Play Area Inspection; date
The Clerk reported that this should take place in the next 8 to 10 weeks.
- (d) To agree dates of Parish Council meetings
ACTION: June agenda item
- (e) To agree asset register
This had been circulated prior to the meeting and was agreed.
- (f) To review insurance policy
The Clerk informed councillors of 2 quotations. Councillors agreed that the quote from Zurich Municipal provided the best value. It was agreed that this quotation should be accepted.
- (g) New bank mandate form
ACTION: June agenda item

10. Passing of accounts for payment

The following accounts were proposed for payment by PW, seconded by JF and carried unanimously:

- (a) Mrs. C. Hill - gross salary (April and May) - £237.33
- (b) Round and About Publishing Ltd. - newsletter - £21.00
This replaces previous cheque made payable to Mr. T. Turner.
- (d) Radway Village Hall - Hire of hall (July-January) - £44.00
- (e) Npower Ltd. - street lighting - £286.59
- (f) Zurich Municipal - annual insurance premium - £325.42
- (g) WALC - annual subscription - £94.00
- (h) Mr. R. Manwaring - grass cutting - £107.55
- (i) Radway School Endowment Trust - recreation area annual rent - £100.00
This replaces previous cheque made payable to Charles Chambers Trust.

(j) Radway PCC - churchyard maintenance - £200.00

11. Closure of meeting

Date of next Parish Council meeting to be agreed.

MJ closed the meeting at 9.10pm.