

RADWAY PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held in the Village Hall on Wednesday, 10th May 2017 at 8pm

Present: Cllrs: M. Johnson (Chairman) (MJ), J. Jackson (JJ), H. Stevens (HS), P. Wilkins (PW), J. Feilding (JF) as parish and district councillor, County Cllr. C. Williams (CW). Also present C. Hill (Clerk) and 4 members of the public

- 1. Appointment of Chairman**
JJ nominated MJ as Chairman, seconded JF and carried unanimously. MJ signed the declaration of office form.
- 2. Apologies for absence**
No apologies,
- 3. Declarations of Interest**
MJ declared a pecuniary interest in item 13(c) as a family member is a recipient. PW declared a pecuniary interest in item 13(f) as a recipient.
- 4. Acceptance of the minutes of the previous meeting (April 2017)**
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 reported a pot hole which had recently been filled but now needs filling again. CW explained that these matters should be reported directly to WCC and not wait for a parish council meeting. The Clerk was asked if she could report this.
ACTION: The Clerk to report this.
Our grass contractor is requesting a letter detailing extra work we would like him to do.
ACTION: MJ/JF to discuss.
- 6. Appointment of Vice Chairman, councillors to committees and financial officer**
PW nominated JF as Vice Chairman, seconded JJ and carried unanimously. It was agreed that MJ and JF would represent the Parish Council on the Chambers Trust Committee. The Clerk was appointed as financial officer.
- 7. Matters arising from the minutes of the previous meeting**
 - (a) Sinking pipe and footway repairs; update
JF reported that Orbit is chasing their contractors regarding the repairs to the footway. The sinking pipe has been noted and will be addressed.
 - (b) Village Hall Trustees update
No new report.
 - (c) Recreation Group Working Party update
No new update
 - (d) Sand bags update
PW reported that the sand bags have arrived and are being stored in the storage unit. MJ thanked PW for organising this.
 - (e) Bench; quotes plus to agree position and removal of old bench

MJ said that the old bench has been partly removed.

- (f) Parking on the green; contractors instructed
The Clerk confirmed that the contractor has been instructed but she is waiting for a date for when work will commence. JF said that he has sent Patch Byrne at County Highways a copy of the specification. He has spoken to the District Council and there are no planning issues. JF has spoken to residents who have asked if fees could be payable for parking. MJ explained that this is not possible without legislation which the County Council would need to arrange.
- (g) Old Churchyard; to consider £300 from the District Council in payment for this work
JF said that he has spoken to neighbours and the district council regarding the maintenance. The Sycamore trees have been reported to the district council because they are poisonous to horses. A tree survey needs to be carried out. PW asked who owns the land. JF explained the PCC and the district council and volunteers maintain it. The parish council could take over the grass maintenance with the district council contributing £300 to the cost. This was discussed and councillors agreed to leave the responsibility of the maintenance of the churchyard with the district council since the land is not owned by the parish. MJ said that Warwickshire Wildlife Trust have surveyed the churchyard.
ACTION: MJ to try and obtain a copy of the survey.
- (h) Recreation field; dogs plus fence update
The new fence has been erected and the notice is on the fence. PW to speak to the dog warden.
ACTION: June agenda item.

8. To receive report from District Council

JF said that he has met with OCCG regarding changes to the Horton Hospital. Parking is limited at the John Radcliffe Hospital and OCC will not grant them any more room for parking. A judicial review has been requested but OCCG are still moving forward on these changes.

9. To receive report from County Council

CW said that road resurfacing work will take place in Ratley. MJ asked about the Tysoe Road. CW said that he wasn't aware of any work planned for this road.

10. To receive correspondence

- (a) Upton House; request to meet to discuss their woodland management
It was agreed that MJ and JF would meet with them.
ACTION: JF to respond to Upton House.
- (b) Parking on the green
The Clerk reported that a resident has contacted her. JF confirmed that he has spoken to the resident.

11. To receive planning applications

- (a) 17/01184/TREE - Peartree Cottage, Farnborough Road
No comments or objections were raised.
- (b) 17/00823/LBC - School House, Tysoe Road
No comments or objections were raised.

12. Financial Report/Administration

- (a) Bank balances
Community Account; £20,876.35
Interest has been added to the Business Money Manager account.
- (b) To review the 2016/17 draft accounts
Circulated prior to the meeting. It was agreed that they could be forwarded to the internal auditor. The Clerk explained that several cheques have not been cashed and she understands that they have been lost. 6 months has elapsed so she sees no problem in reissuing them. This was agreed.
- (c) To consider the annual insurance
Councillors agreed to continue the policy with Zurich Municipal as it offered good value.
- (d) Pensions declaration; submitted
The Clerk explained that she is having technical issues with submitting this but is liaising with the pensions regulator.
- (e) End of year submitted

MJ and PW did not take part in this item.

13. Passing of any accounts for payment

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

- (a) Mrs. C. Hill - gross salary (Apr) - £116.34
- (b) Round and About Publishing Ltd. - newsletter - £15.00
- (c) Mr. G. Briscoe-Johnson - cleaning the bus shelter (May) - £12.00 plus £60 for lost cheques
- (d) Mr. R. Manwaring - grass maintenance - £203.80
- (e) npower - street lighting - £163.51
- (f) Mr. P. Wilkins - reimbursement for purchase of storage box - £114.00
- (g) The Thursday Club - section 137 - £135.00
- (h) Mrs. C. Hill - expenses (Jan-Mar) - £33.60
- (i) Radway Village Hall - hire of hall (including book launch) - £60.50
- (j) WALC - annual subscription - £95.26

14. Closure of meeting

Next meeting will be on Wednesday, 14th June 2017
Meeting closed at 8.55pm.