

# RADWAY PARISH COUNCIL

Minutes of the meeting of the Parish Council held on Thursday 9th November 2017 in the Village Hall, Radway at 7.45pm

Present: Cllr Jackson, Cllr Wilkins and Cllr Feilding.  
Present: Clerk and 3 members of the public, Cllr C Williams.

1. **Apologies for absence** – Cllr Johnson, Cllr Stevens.
2. **Declarations of Interest** – Cllr Wilkins is a user of the Table Tennis Club.
3. **Acceptance of the minutes of the previous meeting held on 11<sup>th</sup> October** – The minutes were proposed, agreed and duly signed.
4. **Questions from the public** – A parishioner advised that the village hall committee are still waiting for a 3<sup>rd</sup> quote for the repairs to the wall. They have looked into grants but unfortunately the only grant that they would have been eligible for stopped offering this in Apr 17. They have now been put in contact with Verity Thompson from Warwickshire CAVA who will try to help find grants. A parishioner raised concerns about the safety of the pavements as a parishioner has recently tripped over the grass and weeds growing through them. Also, a car with a tow bar on the back has parked on the new parking area but it was parked in way that the tow bar was sticking out and therefore causing a danger to pedestrians and road users, particularly as it is very dark there. Cllr Feilding advised that he has chased the contractors to put reflector strips on the barriers to make it clearer where the parking area boundaries are.
5. **Matters arising:**
  - a. Update on request for dropped kerbs in the village – **Action: Cllr Feilding and Cllr Johnson to take photos of the proposed locations for dropped kerbs and complete the map to go to Cllr Williams.**
  - b. Trees on the Green – Cllr Feilding is still trying to get the work done on the trees.
  - c. Costings for kerbing of parking area along Langdon lane – WCC have suggested that the council should expect to pay around £700 to £1k for 5 metres of dropped kerb therefore the cost is likely to be £2k. They have also provided a list of approved contractors that can be approached for quotes. **Action: Cllr Feilding to obtain quotes.**
  - d. 'No dogs' signs – It was proposed and agreed to purchase 4 aluminium dog signs at a cost of £25 each. **Action: Clerk to order signs.**
6. **Report from District Councillor** – The report can be found on the Parish Council website.
7. **Report from County Councillor** – The report can be found on the Parish Council website.
8. **Planning applications received**

**17/02696/FUL** – Townsend Farm, Farnborough Road, Radway – **The Parish council support this application for the following reasons:**

This is a well established business in this small village which provides employment for three long standing families within the village. The development is on the edge of the village and will be screened so as not to be intrusive. This does not fall within the restrictions identified by the last questionnaire, which strongly reflects a wish for the residents to keep the open spaces within the village, particularly in the central area. The site uses existing entrance and services. The financial viability of this development will have been established by going through the agricultural requirements.

### Planning decisions received

**17/02508/LBC** – Peartree Cottage, Farnborough Road, Radway. **Approved.**

### 9. Financial

- a. Request from Radway Gardening Club for a contribution towards the cost of hall hire - £192.50 – Proposed and agreed. **Action: Clerk to organise payment.**
- b. Proposal to purchase two Christmas Trees – Proposed and agreed up to a budget of £200. **Action: Cllr Wilkins to purchase two trees.**
- c. Proposal to purchase a replacement grit bin (200L) for Tysoe Road at a cost of £85 + VAT – Proposed and agreed. **Action: Clerk to order bin for delivery to Cllr Wilkins. Cllr Williams to organise installation when received.**
- d. Proposal to purchase a large capacity memory stick for the clerk – Different options of back up were discussed including cloud based storage. **Action: Clerk to obtain price for a 10gb memory stick and put on next agenda.**
- e. Proposal to instruct a contractor to spray weed treatment on the kerbs, back edges, footpaths and play area at a cost of £180 + VAT – Proposed and agreed. **Action: Clerk to instruct a contractor to complete the spray asap (weather permitting).**
- f. Proposal to support the new table tennis club with a donation of the difference between the attendance income and the rent of the hall for the first 6 months – Proposed and agreed. **Action: Clerk to write to Lillian Smith-Vincent to advise that the council have agreed to the donation and that the Village Hall should invoice the parish council for the shortfall quarterly.**
- g. To consider the methods of financial support of the village hall wall, taking account of the recommended guidelines. Total cost as yet unknown – **Defer to next meeting.**
- h. Proposal to distribute a questionnaire to the parishioners in order for the parish council to set the precept with confidence – After some discussion it was agreed that it is not the right time of year to distribute the questionnaire to get the highest level of response and it may be best to wait until the New Year. It was also agreed that further discussion is needed to refine the content of the questionnaire. **Action: Clerk to put budget and questionnaire on next agenda.**
- i. To approve the following payments to be made: Proposed and agreed.

| Chq No | Payee                 | Description                      | Amt     |
|--------|-----------------------|----------------------------------|---------|
| 101694 | Radway PCC            | Donation to mower                | £270.00 |
| 101698 | Inscape Solutions Ltd | Radway in our own words          | £305.00 |
| 101699 | Round and About       | November newsletter              | £15.00  |
| 101700 | Kirsty Buttle         | Salary November and Oct expenses | £158.92 |

- 10. To approve the collation of recommended policy documents –** It was proposed and agreed that the clerk should put together draft documents for items c to i and bring to next meeting for amendment and/or approval. Items a and b to go on next agenda for discussion on the proposed content. **Action: Clerk to put together draft documents and put on next agenda.**
- a. Grant awarding policy and application form
  - b. Financial planning policy – to be specifically written to confirm the 10 year plan of the PC with regard to facilities, provisions and benefits for the residents
  - c. Disciplinary and grievance policy and procedures
  - d. Publication Scheme
  - e. Scheme of delegation
  - f. Risk assessment
  - g. Standing Orders
  - h. Financial Regulations
  - i. Complaints procedure

**Date of next meeting: 12<sup>th</sup> December 2017**

