

Radway Parish Council

Minutes of an Annual Meeting Of Radway Parish Council Held by video conferencing, on
Thursday 6th May 2021 At 8.00pm

PRESENT: Parish Councillors: CLLR SMITH-VINCENT (Chair), CLLR GARDNER, CLLR RANKIN, CLLR STEPHENS and CLLR WILKINS.

IN ATTENDANCE: MR I WILSON (Clerk) and two members of public

1 Apologies

CLLRs SECCOMBE and WILLIAMS (Warwickshire County Council (WCC)) had sent apologies.

2 Election of Chair and Vice Chair for 2021/20

Tim Smith-Vincent was re-elected Chair and Peter Wilkins Vice-Chair.

3 Declarations of interests and consideration of dispensation requests

CLLR SMITH-VINCENT declared an interest in the correspondence item from Severn Trent Water as a neighbour and in the planning update as a trustee of the village hall, it was noted that he would be resigning as a trustee at the next village hall committee meeting.

4 Acceptance of Minutes

The minutes of the March OGM

5 Matters Arising

- (i) Orbit – The clerk had emailed Orbit to ask whether they would be willing to put up no cycling signs on their land by the recreation ground. No response received as yet. The clerk would work with CLLR FEILDING (SDC) to continue to seek a response.
- (ii) Parish Plan – The plan identified by SDC related to 2003, though it was thought that another later version had been drafted. It was agreed to look at what would be required to update the plan and that a Neighbourhood Plan was not appropriate.
- (iii) Verges and Kerbstones – CLLR SMITH-VINCENT had met with County Highways and spoken with SDC, who suggest making a claim against their contractor's insurance for the damage caused. It was noted that a resident had photographic evidence to support this claim.

6 Public Participation

Residents noted the clarity in the decision to update the Parish Plan rather than produce a Neighbourhood Plan.

7 Parish Council Reports

- (i) Chairman – The budget report (previously circulated) showed a balance of £27,202 at the start of the financial year. The Parish Council had now received the first precept instalment from SDC and a VAT reclaim for the end of 20/21. Balances reconciled to the bank accounts totalled £34,378, payments were in line with expected at the end of April and the Parish Council had currently allocated £27,000 to reserves and capital projects. £8,000 was in general reserves and the remainder would be spent against

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the capital programme over the medium term.

The Chairman remained in communication with County Highways and noted that a request for a disabled parking bay on Langdon Lane was being progressed. Drains at the cart wash had been inspected, poor road markings had been flagged as an issue and worn repeater 30 mph signs. The cost of car parking signs will be obtained.

- (ii) Cllr Stephens – (Playground and Website) (email update previously circulated)).

Noted that the website was being updated to comply with best transparency practice, this included adding new and updated policies, the asset register, budget information, the action list and contact details. The clerk would provide a couple of lines for the site to cover community engagement and training. CLLR SMITH-VINCENT would provide some information for a historical section. It was agreed that the request for email addresses could be removed.

The meeting discussed whether to place a new bench in the playground area, with an estimated cost of around £500 plus installation and a concrete base for around £500. It was agreed to allocate £1200 from the capital programme towards this project. CLLR STEPHENS would consult with the neighbours and look at arranging purchase etc., while CLLR SMITH-VINCENT would discuss any mowing issues.

CLLR STEPHENS also raised whether fencing at the playground could be installed by Tysoe Road and it was agreed to discuss a proposal for this at the next ordinary meeting in July.

In terms of the playground the following updates were noted:

- CLLR SMITH-VINCENT would arrange to put up the new signs by the new part of the playground;
- March/April playground inspections had all been carried out successfully; and
- CLLR SMITH-VINCENT would investigate with SDC and WCC the condition of the oak tree which was causing concern to some residents.

- (iii) Cllr Wilkins – (Grounds Maintenance, Street Lighting and Street Furniture). Noted that the new mower was now performing well and that the parish council had a £300 voucher towards the first service. Also noted that pot holes identified had been quickly dealt with by County Highways. The meeting discussed future plans for the street lights. CLLR WILKINS explained that ownership of the poles was unclear and he would liaise with WCC to clarify this. It was noted that if the Parish Council did not own the

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poles there could be a significant capital cost. If the Council were to look at more efficient lamps, which were the parish council's responsibility to maintain these could cost anything from £1,100 to £1,800 at current prices. There are eight lamps in the village, so the council should be looking at a capital reserve of at least £10,00 should these need to be upgraded. The meeting was reminded that the parish council had previously delayed considering any upgrade until more was known about Western Power's plans for the village.

- (iv) Cllr Rankin (Footpaths, Rights of Way and Playground Inspections). CLLR RANKIN reported that as expected there had been lots of growth recently and that she had been in contact with residents to improve King John's Lane bridleway. Funding was being sought from the British Horse Society and Warwickshire County Council, with the help from volunteers from the village. Further discussions would be held with BHS and WCC regarding the bridleway and ongoing efforts to repair the fallen telephone pole.

Noted that the supply of chippings from recent tree works in the village had significantly improved a pathway and the parish council agreed to fund any small costs incurred for transporting or storing chippings in the future.

- (v) Cllr Gardner (Parish Council Policies and Green Issues). CLLR GARDNER reported that Parish Council now had a compliant GDPR policy and a privacy statement. Cllr Gardner would now arrange for a data audit with the clerk and councillors, who were reminded to keep their parish council digital records separate from their own persona emails etc. It was agreed that the village should look at sending newsletters digitally where possible and with this and GDPR in mind a consent form would be sent out with a future newsletter

CLLR GARDNER's reported that the green group, Radway Green Group planned to formally launch at this year's village fete. The group was working well and would be looking at grant funding for future years. It was agreed that there could be a dedicated area on the notice board at the bus shelter for green issues. The council thanked CLLR GARDNER for all her work getting this group off the ground.

8 District and County Council Reports

Nothing to report as the councillors had sent apologies due to the elections being held on 6th May 2021.

9 Planning

The following had been received since the last meeting:

<u>Reference</u>	<u>Date Valid</u>	<u>Consultation Expiry Date</u>	<u>Address</u>	<u>Proposal</u>
21/00536/TREE	07/04/2021	30/04/2021	Sunbeam Cottage Tysoe Road Radway Warwick CV35 0UE	-T1 willow - Fell. -T2 Prunus - Crown reduction by 2metres.

Signed _____ Chair May 2021

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The following decisions were noted:

<u>Reference</u>	<u>Decision Date</u>	<u>Status</u>	<u>Address</u>	<u>Proposal</u>	<u>Delegated or Committee</u>
21/00600/TREE	31/03/2021	Tree Works Approved	Maerose Langdon Lane Radway Warwick CV35 0UQ	-T1 cherry - Fell.	Delegated
20/03544/LBC	18/03/2021	Listed Building Consent Approved	Village Hall Tysoe Road Radway CV35 0UE	To rake out and re-point with lime mortar, replacing and repairing damaged stones to South and East elevations. Installation of secondary glazing to hall windows.	Delegated
21/00494/TREE	16/03/2021	Tree Works Approved	Edge Hill Wood Edgehill	-T31 ash - Fell. -T32 beech - Fell. -T33 beech - Reduce height by up to 5metres. -T34 beech - Remove dead top. -T35 ash - Fell. -T36 three-stemmed ash - Fell all stems. -T37 beech - Reduce height by up to 6metres. -T38 ash - Fell. -T39 ash - Fell. (not in Conservation Area).	Delegated

10 Annual Accounts

The meeting received the draft AGAR for 2020/21. Noted the figures and asked that the fixed assets be revised. It was agreed to carry out a full review of the asset register to ensure that asset values were correctly stated. The clerk and CLLR SMITH-VINCENT would set some time aside to do this before the AGAR was submitted to the auditor.

11 Insurance

Noted that the annual renewal was due at the start of June, so this would reflect the updated asset values.

12 Defibrillator

Noted recent correspondence regarding cost and practicality and agreed that CLLR SMITH-VINCENT would review to ensure village support.

13 Correspondence

The following were noted:

SDC – Councillor Code of Conduct (New National Code)
 SDC – Infrastructure Funding Statement
 WALC – 2020/21 Final Accounts and Audit Arrangements
 WALC - Subscription Renewal
 WALC – Youth Champions
 WALC – Stratford Area Committee
 Zurich – Insurance Renewal
 Severn Trent Water – Unregistered Land (Solicitor Enquiry)
 Calor Gas - Rural Community Fund

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14 Financial Administration

Bank balances at 30/4/2021

Current Account	£ 6114.89
Deposit Account	£28263.59

Total	£34378.48
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Payments agreed since the last meeting:

None

Income received since the last meeting

Stratford DC 1 st instalment for 2021/22 precept	£5912.00
VAT Reclaim	£1263.35
Interest	£ 0.24

Passing of accounts for payment at this meeting:

I Wilson Salary and Expenses (April)	£ 171.00
Accounting Data Services - Parish Newsletter (2019 - 2020)	£ 316.80
Tim Smith-Vincent (Reimburse for grass seed at old graveyard)	£ 12.50
GWF Services (chestnut fencing, recreation ground)	£ 750.00
WALC (Subscription 2021/2022)	£ 123.00

Clerk's Salary & Expenses

Salary April 20/21 14hrs @ £11.50 =	£161.00
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Expenses:

Travel=	£
Office (£10 per month) =	£ 10.00

Total =	£171.00
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15 Next Meeting

The next meeting would be the Annual Parish Assembly outside the village hall on Thursday 27th May 2021, weather permitting.

MEETING CLOSED 21:45

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