

RADWAY PARISH COUNCIL

www.radwayparishcouncil.org.uk

12, Meadow Way, Fenny Compton, Southam, Warwickshire, CV47 2WD
07713 892835 clerk@radwayparishcouncil.org.uk

All attendees were requested to scan in using the QR code, wear face masks and maintain social distancing to minimise the risks to everyone present.

Minutes of Ordinary Meeting, 20th January 2022, Radway Village Hall.

The meeting commenced at 8.00pm

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1. Present: Cllr. Tim Smith-Vincent (Chair), Cllr. Peter Wilkins (Vice-Chair), Cllr. Clare Rankin, Cllr. Penny Gardner, Cllr. John Feilding, Cllr. Chris Mills (arrived at 8.37pm) Clerk (Hide-Wright), two members of the public.

Apologies:

- a. To receive apologies for absence: Cllr. Sophie Stephens.
- b. To consider acceptance of apologies: Apologies were accepted by the meeting.

2. Declarations of interests and consideration of dispensation requests:

Penny Gardner: Planning: Grange Stables.

3. Acceptance of the minutes of the previous meeting: Parish Council OGM 18th November 2021

Addendum to minutes dated 18th November 2021: Clare Rankin: Footbridge on Tysoe Road missing/broken slats reported numerous times to The Rights of Way Team/Highways now noted as dangerous due to further broken sections.

Adoption of Minutes: Proposed: Cllr. Smith-Vincent, Seconded: Cllr. Rankin. Signed by Cllr. Smith-Vincent.

4. Matters Arising from the minutes and previous meetings: Matters arising from the minutes, including those which have been carried over from past meetings

- (i) Parish Plan - CLLR Wilkins. There has been no feedback from residents in support of this. It was therefore decided not to pursue the matter at this time.

5. Public participation: A resident asked about the Parish Plan. The Council explained that a parish plan needs support from residents in order to proceed.

6. Councillor reports:

- (i) Chairman (Budget & Highways): Cllr. Smith-Vincent.

- Bank balances were circulated prior to the meeting.
- A budget for 2022/23 was circulated prior to the meeting.
- The VAT reclaim has been received.
- Rental of £52 for Rose Cottage rental of the driveway has been received.
- The Invoice to SDC for the grass cutting of graveyard remains outstanding.

The Localities Officer Patch Byrne has now retired. Jeoffery Hobday has taken over and undertook a site visit with Cllr. Smith-Vincent. The white on road SLOW signs have been repainted from The Grange to the Stratford Road. All the on road white signage in the rest

of the village is to be surveyed and where necessary repainted. The pot holes on Farnborough Road and up to The Grange are to be made good, this includes pot holes at the entrance to driveways. The pathway from No. 4 Grange Cottage to the entrance of The Grange is to be widen (1 metre) and resurfaced.

It was confirmed that the foot bridge on Tysoe Road is not within Highway's remit. The bridge and its dangerous state has been repeatedly reported to the Rights of Way Team at Warwickshire County Council.

ACTION: Cllr. Mills will look into and chase up the defect reports on the foot bridge.

John Feilding spoke about the recent road diversion signs. After complaints, the signs were removed.

National Campaign - 20s Plenty – Cllr. Smith-Vincent confirmed attendance at an online event. Parish Councils are being encouraged to write to Warwickshire County Council to seek the 20 mph limit in their villages. **ACTION: Parish Council to canvass the views of residents on a 20 mph speed limit.**

(ii) Cllr Stephens (Playground and Website): Cllr. Rankin spoke about the quotation. It was agreed to accept the quotation. Proposed: Cllr. Rankin, Seconded: Cllr Wilkins.

(iii) Cllr Wilkins (Grounds Maintenance, Street Lighting and Street Furniture):

A site visit took place recently with Lee Wragg, Lighting Engineer: A new LED street light is to be installed on Langdon Lane to serve the quadrangle of bungalows and houses as the existing light is broken and obsolete. The other street lights are to be surveyed to determine the cost of providing LED lights so that a programme of replacement can be put in place. Quotes for replacements and repairs have been requested. There is limited availability of replacement bulbs on older model lights.

Western Power's contractor has confirmed that their proposal cannot proceed and has been returned to Western Power.

Nothing to report on grounds maintenance

(iv) Cllr. Rankin (Footpaths, Rights of Way and Playground Inspections). Broken footpath on Tysoe Road requires attention. Details have been passed to Chris Mills. **ACTION: Clerk to contact Chris Mills to seek an update on this matter.**

Wood chippings can be put down on footpath once materials and volunteers are available.

(v) Cllr. Gardner (Parish Council Policies, GDPR and Green Issues)

The Green Group is meeting on the 25th January to consider grants. The group is advertised on the village website.

Cllr. Gardner is booked on the WALC Local Council Climate Action Day on 30th March.

Policies and Standing Orders: Currently under review for annual amendments and re-adoption. **ACTION: Policies to be reviewed by the Clerk.**

GDPR: The Clerk has checked a number of questions with the Information Commissioners Office. The advice regarding the Village Newsletter will be communicated to residents.

ACTION: Cllr Gardner to draft a note for distribution.

7. Reports from Ward Representatives of Warwickshire County Council (WCC) and Stratford District Council (SDC) – The reports were circulated prior to the meeting.

Appendix 1: Cllr. Chris Mills.

Appendix 2: Cllr. John Feilding.

Cllr. Feilding is investigating certain roads and their use as cut throughs.

Cllr. Feilding has met with the Planning Department regarding listed building and planning permission.

Cllr. Feilding has received a letter from DEFRA referencing the Agricultural Act of 2020 and the 25-year plan.

Cllr. Feilding has contacted Victoria Prentice, MP for Oxford North, regarding the state of public footpaths.

Cllr. Feilding confirmed that a new Code of Conduct is about to be issued by Stratford District Council.

8. Planning Applications

(a) SDC Planning decisions:

21/03448/TREE 2 Grand Cottages, Tysoe Road, Radway: Consent with Conditions

21/03232/TREE Townsend Paddocks, Swallow Barn, Farnborough Rd: Consent with Conditions.

(b) SDC Planning applications:

21/03757/LDE Spring Cottage, Farnborough Road: SDC Planning Department asked Radway PC to check on the works. Radway PC confirmed that the building work had commenced.

22/00010/TREE The Holmes, Farnborough Road, Radway: Radway PC Comment: No objection.

ACTION: Clerk to submit planning comment.

(c) Planning Appeals:

20/03209/FUL The Grange Stables, Tysoe Road. Cllr. Smith-Vincent will review the papers to develop a submission for RPC. Proposed: Cllr. Wilkins, Seconded: Cllr. Rankin.

(d) Planning comments submitted by RPC since our last meeting: None.

9. Budget 2022/23: The draft budget was circulated prior to the meeting. Budget for 2022/23 proposed: Cllr. Smith-Vincent, Seconded: Cllr. Rankin.

10. Precept Request 2022/23: Precept Request agreed for £ 12,060 at November meeting. Precept request documents completed and signed by the Clerk and RFO. **ACTION: Clerk to submit precept request to SDC.**

11. Adoption of Emergency Plan: The Plan has been updated. A First Aid kit will be sourced by the Clerk along with a wind-up torch and survival blankets for presentation. Proposed: Cllr. Rankin, Seconded: Cllr. Wilkins. **ACTION: Clerk to source a First Aid kit and associated supplies.**

12. Play area inspections – 5-year safety inspection plan £1,028.56. The Council discussed the quotation and agreed to the proposition. Proposed: Cllr. Rankin, Seconded: Cllr. Wilkins. **ACTION:**

Clerk to confirm decision to Cllr. Stephens and confirm contract with Kompan.

13. Old Graveyard – Update & Orchard Project: The Tree Council: The Clerk explained that grants are available to establish fruit orchards. Local young people would need to be involved. The PC decided to register its interest in the scheme for the next round of grants. **ACTION: Clerk to register interest for a grant with The Tree Council.**
- Cllr. Smith-Vincent confirmed that the information board for the old graveyard is progressing.
 - A bag of wild flower seeds will be scattered in the old graveyard in the Spring.
 - In collaboration with Major Mark Martin (RA) it is proposed to hold a service in the graveyard for Frederick Miller who was awarded the Victoria Cross. The proposed date is Wednesday 2nd November (TBC). **ACTION: Contact Rev. Barry Jackson to undertake a service.**
14. Defibrillator – Purchase price £1,480.00, installation £100.00. Training is provided free of charge by West Midlands Ambulance Service. Listed Building Consent has been granted to fix the unit to the Village Hall. Proposed: Cllr. Wilkins, Seconded: Cllr. Rankin. **ACTION: Clerk to seek information about refurbished defibrillators from WMAS.**
15. Traffic Controls: The recent road diversion signs have been removed.
16. Training - Parish Council: The Council discussed having a bespoke training session on Parish Council operations. It was decided to consider what training would be most beneficial.
- Public Footpaths: Cllr Rankin to attend when convenient.
17. Correspondence - See Attached
18. Financial Administration – See Attached List of Payments. Proposed: Cllr. Smith-Vincent, Seconded: Cllr. Wilkins.
- Financial Report signed and dated by Cllr. Smith-Vincent.
 - Tea, Chat & Play Sessions £350.00 per annum. Proposed: Cllr. Smith-Vincent, Seconded: Cllr. Gardner.
19. Other reports and items for future agenda:
- Agenda Items for March 2022:**
- “20s Plenty”
Cllr. Rankin met with the Community Police Officer and Rural Crime Prevention Officer. The Officers outlined items available to secure outbuildings and personal property. It has been arranged for these supplies to be delivered on the 23rd February.
20. Dates of Next Meeting:
- Parish Council OGM 17th March 2022 at 8:00pm.
Parish OGM, Annual General Meeting, Annual Parish meeting: 19th May 2022
Parish OGM: 14th July 2022
Parish OGM: 15th September 2022
Parish OGM: 17th November 2022

MEETING CLOSED at 9.04pm.

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County Councillor Report Radway Parish Council

January 20th 2022

Come Back to Teaching in 2022

Former qualified teachers are being encouraged to return to the classroom to ensure a brighter future for Warwickshire's children. Warwickshire residents who have previously worked as teachers are being encouraged to return to the profession to support our children's educational recovery from the Covid-19 pandemic. Which include:

Retired teachers

Retired OFSTED inspectors

Teachers taking a career break

Early Career Framework (ECF) teachers that may not yet have secured a position in schools

Those who have been teaching overseas but now have returned to the UK.

More details on the range of help and support available can be found here:

<https://getintoteaching.education.gov.uk/returning-to-teaching>

New Year scams

Warwickshire residents have reported receiving scam e-mails that falsely claim to have been sent by High Street Banks. These phishing e-mails contain bank logos and contact information to make them appear genuine.

- Never download an attachment or click on any suspicious e-mails even if you believe to be genuine
- Never respond to suspicious e-mails
- Mark the e-mail as junk, so that it goes directly into your junk folder if sent again
- Forward the e-mail to the National Cyber Security Centre: report@phishing.gov.uk.
- For more advice visit: <https://safeinwarwickshire.com/cybercrime/>

Warwickshire residents asked to share views on bus services

More than 1,600 people took part in a consultation last summer to help shape the Warwickshire Bus Service improvement plan (BSIP) which was published in November 2021. The plan will support the Council in its bid to central government for a £150m share of the £3bn funding available to local authorities to help boost bus travel over a three-year period to 2025.

Children and young adults with Special Educational Needs "SEND"

A new "specialist" special school, "The Warwickshire Academy" will open in 2022. This will assist the education for people up to the age of 25. A Task and Finish Group has been set up to investigate the wider issues of SEND.

Personal Safety and Conflict Resolution

Councillors underwent Personal Safety training due to the attacks on people involved in public life which included to:

- Understand different concepts which can help raise awareness around personal safety.
- Understand aspects of conflict de-escalation

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- How to deal with abusive comments
- The importance of reporting incidents
- Engaging with constituents and having visibility in your community is an important part of your role.
- Important to look after your mental health

"I feel that this is of as much importance to Parish Councillors who also deal with residents' issues daily".

Warwickshire County Council recruit people to be the "Voice of Warwickshire"

Warwickshire County Council is forming a new residents' panel called "Voice of Warwickshire" to give people an opportunity to share their views.

Why people should get involved:

- Share their opinions and experiences of living in Warwickshire
- Provide views on key issues that impact them, their family, friends, and communities.
- Help inform Warwickshire County Council's policymaking, based on their own experiences.

Please ask people to sign up to be a "Voice of Warwickshire" member by visiting:

<https://bit.ly/voiceofwarwickshire>

Residents Urged to follow new testing guidance

From Tuesday 11th January, if you get a positive lateral flow test result (LFT) you are required to self-isolate immediately, but no longer need to take a PCR test. The suspension of PCR testing following a positive test LFT result is a temporary measure introduced whilst COVID-19 cases remain high across the UK. Due to current high case rates, most people receiving positive lateral flow test results can be confident that they have COVID-19. Similar changes were put in place in January 2021 which also saw a high prevalence of cases. People should report all lateral flow test results at: www.gov.uk/report-covid19-result.

Warwickshire people on the New Year's Honours List 2022

Mr Jagtar Singh Gill from Kenilworth awarded an OBE

Mrs Julie Lindsay for Alcester awarded an OBE

Dr Catherine Isabel McClay from Warwick awarded an OBE

Mr David John Rivers Sleath from Warwick awarded an OBE

Mr Thomas Gerard Dunn from Henley in Arden awarded an MBE

Mrs Anna March Trye from Leamington Spa awarded an MBE

Mrs Abeda Suleman Vorajee from Nuneaton awarded an MBE

Ms Jo-Anne Wilson from Southam awarded an MBE

Mrs Gita Natarajan from Rugby awarded a BEM

Chris Mills, Kineton and Red Horse

District Councillors Report 16 January

Since I last wrote my report the councillors have voted in favour of the merger between Warwick District Council and Stratford. We are still waiting for a response as to whether central government will give the go ahead with regards to this agreement.

I have actively been trying to enlighten the new head of planning Adrian Harding about those matters that need to be cleared up within the planning department. It does not make me popular but conservation and getting the various departments to communicate includes enforcement, planning, and building regs.

With regards to listed building, the conservation officer works on the premiss that those who buy grade 2 listed building have got to adopt to the building and not to current SDC requirements with regards to climate change.

I am helping a colleague who because of conflict of interest has asked me to represent her. Her brother is looking to obtain permission for self build properties. As the core strategy is silent on this matter it will be interesting.

Council Tax Current year figures below:-

WCC	87,312,569	76.6%
PCC	14,402,624	12.6%
SDC	8,490,360	7.5%
Parish/town	3,710,519	3.3%
Total	113,916,072	

The LGA have also made some changes to the model code, which now need to be signed off by each Council. At SDC this will require an extra meeting of its Audit and Standards Committee.

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Financial Administration

Bank balances at 31/12/2021

Deposit Account	£32579.80
Current Account	£ 57.11
Total	£32636.91

Payments agreed since the last meeting:

Radway Village Hall - annual insurance premium	£ 430.94
Village Christmas trees	£ 159.00
Clerk's salary	£ 273.24
Clerk's WFHA	£ 26.00

Income received since the last meeting

Deposit Account Interest	£ 0.82
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Payments outstanding since last meeting

Sheila Evans - tub management	£ 23.74
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Passing of accounts for payment at this meeting:

Radway Village Hall Hire (15.7.21, 16.9.21, 21.10.21, 18.11.21)	£ 52.00
Kompan 5 year inspection plan	£1,028.56
E-On	£ 763.94
WALC training (Public Footpaths)	£ 25.00
Npower Inv 6.1.22 (Street Lighting)	£ 121.34
PC training- Jill Lungley	£ 150.00
PC laptop	£ 700.00
Tea, Chat & Play Sessions (annual cost)	£ 350.00
Accounting Data Services Ltd Inv 8422	£ 31.68
Accounting Data Services Ltd Inv 8468	£ 31.68

Clerk's Salary & Expenses

Net Pay £214.84. RPC pension contribution £57.88. Working from Home Allowance £26. Expenses £17.90

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Radway PC BUDGET 2022/23 Adopted

	Budget to Income
	2022/23
Receipts	
Precept	£12,060.00
Bank Interest	£3.00
Other Income	£2,584.00
VAT Reimbursement	£500.00
TOTAL RECEIPTS	£15,147.00
Administration	
Staff costs:	Potential Budget
Clerk's Pay	£3,300.00
RPC Pension Contribution	£700.00
Administration Expenses	£ 400.00
Audit Fees	£ 300.00
Information Commissioners Office Annual Renewal	£ 35.00
Election Fees	
Councillor Training	£200.00
Subscriptions (WALC)	£ 125.00
Insurance	£ 470.00
Total Administration	£ 5,530.00
Village Maintenance	
WCC Street Light Maintenance	£ 200.00
Tea, Chat And Play Support (churchyard maint.)	£ 350.00
Maintenance Budget	£ 2,437.00
Defibrillator	£ 50.00
King John's Lane	£ 500.00
Weed Control	£ 250.00
F N Pile Mower service	£ 250.00
Grass Cutting (R W Manwaring)	£ 1,200.00
E-on Electricity for street lighting	£ 1,000.00
Total Village Maintenance	£ 6,237.00
Hall Hire & Playground	
Hall Hire	£ 100.00
Play Area Annual Inspection	£ 220.00
Chambers Trust - Recreation Ground	£ 250.00
Recreation Area Maintenance: Equipment & Ground	£ 1,000.00
Total Hall Hire & Playground	£ 1,570.00
Communications & IT Expenditure	
Website	£ 150.00
Newsletter	£ 320.00
Total Communications & IT Expenditure	£ 470.00
Miscellaneous	
Grants	£ 250.00
Other - Section 137	£ 500.00
Village Hall Insurance	£ 430.00
Christmas Trees	£ 160.00
Total Miscellaneous	£ 1,340.00
TOTAL PAYMENTS	£ 15,147.00

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Town/Parish Council Precept

Local Government Finance Act 1988
The Collection Fund (England) Regulations 1989

Head of Finance (Section 151 Officer)
Elizabeth House, Church Street, Stratford-upon-Avon CV37 6HX
Telephone 01789 260409 Fax 01789 260909 Minicom 01789 260747 Website:
www.stratford.gov.uk

Town/Parish Council	RADWAY PARISH COUNCIL		
Date of Meeting when Precept was Agreed	20 th January 2022		
2022/23 Precept Calculation			
Precept Amount Agreed	£ 12,060		(Figures)
	Twelve thousand and sixty pounds.		(Words)
Date Precept to Commence From	1 April 2022		
Bank Details	Bank:	LLOYDS BANK	
	Sort Code:	30-90-42	
	Bank Account No:	49079560	
Name (Please Print)	HELEN HIDE-WRIGHT		
Signed			
Designation	Clerk & Responsible financial officer		
Contact Telephone No	07713-892835		
Email	clerk@radwayparishcouncil.org.uk		
Date	20 th January 2022		
Office Use Only	Creditor No:		PO No:

Stratford-on-Avon District Council will use the information you provide on this form for administration of Town/Parish Council Precepts. The Council will only process this information for the purpose stated above or for a reason related to it. Your information will not be processed for a reason that is inconsistent with the District Council's notification under the Data Protection Act 1998 unless the law allows us to do so.

Have your say on Warwickshire's Vision for Bus Travel

The Warwickshire Bus Service Improvement Plan was published by Warwickshire County Council at the end of October 2021 and is available on the public transport webpage on the County Council website

- <https://www.warwickshire.gov.uk/buses>

Two documents have been created:

- Warwickshire Enhanced Partnership (EP Plan); and
- Warwickshire EP Scheme 1

Both documents will be the subject of a statutory consultation running between Tuesday 4 January 2022 to Tuesday 1 February 2022 (inclusive).

We would like communities and businesses to have a say in the consultation over these documents, which set out the next steps. You can contribute via the following weblink:

<https://ask.warwickshire.gov.uk/insights-service/warwickshire-bus-travel/>

A paper copy and/or easy read version of the consultation material can also be accessed upon request by via the telephone on 01926 412395 or email at contactcommunitiesgrp@warwickshire.gov.uk - these are also the contact details should a version of the consultation material be required in an alternative format or language.

The consultation ends at 2359 on Tuesday 1 February 2022.

Thank you.