

RADWAY PARISH COUNCIL

www.radwayparishcouncil.org.uk

12, Meadow Way, Fenny Compton, Southam, Warwickshire, CV47 2WD

07713 892835 clerk@radwayparishcouncil.org.uk

All attendees are requested to wear face masks and maintain social distancing to minimise the risks to everyone present.

8th July 2022

Dear Councillor

You are hereby summoned to attend an **Ordinary Meeting** of the Parish Council at **Radway Village Hall**, The Green, Radway, Warwickshire CV35 0UE commencing at **7.30pm** on Thursday 14th July 2022. Please contact the Clerk for further details.

Helen Hide-Wright

Helen Hide-Wright
Clerk & RFO to Radway Parish Council

AGENDA

1. Apologies:
 - a. To receive apologies for absence: Cllr. Tim Smith-Vincent, Cllr. Penny Gardner.
 - b. To consider acceptance of apologies.
2. Declarations of interests and consideration of dispensation requests: Councillors must declare their interest in items to be discussed. Any requests for dispensations must be applied for in advance of the meeting.
3. Acceptance of the minutes of the previous meeting:
 - Parish Council OGM & AGM 19th May 2022
 - Annual Parish Assembly 1st June 2022
 - Extraordinary Meeting 16th of June 2021 (see website and circulated separately).
4. Matters Arising from the minutes and previous meetings: Matters arising from the minutes, including those which have been carried over from past meetings
5. Public participation: The public are invited to address the Council on any relevant matter for a maximum of 3 minutes each. Issues raised by the public may be added to the agenda of the next meeting.
6. Councillor reports: To receive reports for information from councillors on their agreed portfolio and any other significant matters raised between meetings:
 - (i) Chairman (Budget & Highways)
 - (ii) Cllr Stephens (Playground and Website) – Surfacing the Concrete Area.
 - (iii) Cllr Wilkins (Grounds Maintenance, Street Lighting and Street Furniture)
 - (iv) Cllr Rankin (Footpaths, Rights of Way and Playground Inspections) & Crime Prevention
 - (v) Cllr Gardner (Parish Council Policies, GDPR and Green Issues)
7. Reports from Ward Representatives of Warwickshire County Council (WCC) and Stratford District Council (SDC) - Reports previously circulated for questions from the Council.

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8. Planning Applications

(a) SDC Planning decisions:

- 22/01187/LBC: Chestnut Cottage, Tysoe Road: Consent with conditions
- 22/01186/FUL: Chestnut Cottage, Tysoe Road: Permission with conditions

(b) SDC Planning applications:

- 22/01662/FUL The Glebe Field, King Johns Lane: Proposed change of use of stable to a holiday let

(c) Planning Appeals: comments submitted by RPC since last meeting.

(d) Planning comments submitted by RPC since our last meeting:

- 22/01816/TREE: The Grange: RPC Comment: No representation.
- 22/01712/TEL28: No comment submitted.
- 22/01828/FUL & 22/01829/LBC Chestnut Cottage, Tysoe Road, CV35 0UE: Timber Garden Room to replace the existing conservatory: RPC Comment: To be confirmed in minutes 14th July 2022

9. Old Graveyard – Interpretation Panel.

10. Policies for adoption: Complaints Policy, GDPR Privacy Notice, Gifts & Hospitality Policy, Grant Awarding Policy, Publication Scheme, Risk Assessment.

11. Correspondence - See Attached

12. Financial Administration – See Attached

Internal Audit Report

Update on External Audit

Grant applications

Direct Debit mandate – Npower Business Solutions

Other reports and items for future agenda:

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. *Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.*

- Mowing of Orbit land

13. Dates of Next Meeting:

Parish OGM: 15th September 2022

Parish OGM: 17th November 2022

MEETING CLOSES

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Appendix to Agenda for Meeting 14th July 2022

Correspondence and Consultations:

Consultation – Site Allocations Plan 16 June – 24 July www.stratford.gov.uk/sap22

**Councillors are respectfully requested to forward any relevant correspondence to the clerk for inclusion on the agenda, prior to the next meeting.*

Financial Administration

Bank Balances at 30.6.2022

Deposit Account:	£ 5,310.54
Current Account:	£ 36,038.37
Total Balance:	£ 41,348.91

Payments agreed since the last meeting:

- Zurich Insurance Annual Renewal £ 482.53

Income received since the last meeting: £ 26.59

Payments outstanding since last meeting: £ 0.00

Finance Report and passing of accounts for payment at this meeting:

Accounting Data Services 29 June 2022	£ 31.68
Accounting Data Services 1 June 2022	£ 31.68
Accounting Data Services 3 May 2022	£ 31.68
T. Gill Internal Audit	£ 340.00
Mrs S. Evans Village Tubs	£ 78.20
T. Smith-Vincent (graveyard Picture)	£ 54.00
Interpretation board for graveyard (Shelley's Signs £995 NET, Notice Board Company £1,385.00 NET, Sign Way £1,948.85 NET)	£ 2,000.00
RTC Safety Surfacing: Play surfacing of which (£18,265 from fundraising)	£ 21,000.00
PC contribution to Play Surfacing Project	£ 2,735.00
F. N Pile (Mower service)	£ 345.42
F. N. Pile (Mower service)	£ 47.00
Radway Village Hall (Hire 14 June 2022)	£ 14.00
H. Hide-Wright Expenses	£ 29.30
H. Hide-Wright July Salary	£ 279.14
H. Hide-Wright August Salary	£ 279.14
H. Hide-Wright July Pension	£ 58.90
H. Hide-Wright August Pension	£ 58.90
WFHA July	£ 26.00
WHFA Aug	£ 26.00

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Finance Report:

RADWAY PARISH COUNCIL 2022 - 2023 FINANCIAL

YEAR

30 June 2022

	<u>Actual</u>	<u>Budget</u>
<u>Receipts</u>		
Precept	£6,030.00	£12,060.00
Bank Interest	£0.89	£3.00
Other Income	£0.00	£2,584.00
VAT Reimbursement	£0.00	£500.00
TOTAL RECEIPTS	£6,030.89	£15,147.00

Administration

Staff costs:

Clerk's Pay	(£781.05)	£3,300.00
RPC Pension Contribution	(£221.47)	£700.00
Administration Expenses	(£334.54)	£400.00
Audit Fees	£0.00	£300.00
Information Commissioners	£0.00	£35.00
Office Annual Renewal		
Election Fees	£0.00	£0.00
Councillor Training	£0.00	£200.00
Subscriptions (WALC)	(£124.00)	£125.00
Insurance	(£482.53)	£470.00
Total Administration	(£1,943.59)	£5,530.00

Village Maintenance

WCC Street Light Maintenance	(£335.77)	£200.00
Tea, Chat & 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	(£250.00)	£1,000.00
Total Village Maintenance	(£585.77)	£6,237.00

Hall Hire & Playground

Hall Hire	(£137.00)	£100.00
Play Area Annual Inspection		£220.00
Chambers Trust - Recreation Ground		£250.00
Recreation Area Maintenance: Equipment & Ground Works		£1,000.00
Total Hall Hire & Playground	(£137.00)	£1,570.00

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Communications & IT Expenditure

Website	£0.00	£150.00
Newsletter / Information Sheet	(£31.68)	£320.00
Total Communications & IT Expenditure	(£31.68)	£470.00

Miscellaneous

Grants	£0.00	£250.00
Other - Section 137	(£339.21)	£500.00
Village Hall Insurance	£0.00	£430.00
Christmas Trees	£0.00	£160.00
Total Miscellaneous	(£339.21)	£1,340.00

<u>TOTAL PAYMENTS</u>	(£3,037.25)	£15,147.00
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Closing Period Bank Balances As At:

30 June
2022

Current Account	£5,310.54
Deposit Account	£36,038.37

Total Bank Balances	£41,348.91
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Radway Parish Council Financial Report: Ordinary Meeting date: 14th July 2022				
Date	Transaction	In	Out	Balance
30.4.22	Opening Balance Current A/C			£ 7,671.89
9.5.22	PAYE		30.80	7,641.09
13.5.22	PAYE		30.82	7,610.27
20.5.22	WALC Inv 21908		18.00	7,592.27
20.5.22	Npower Commercial		335.77	7,256.50
20.5.22	H. Hide-Wright		254.19	7,002.31
20.5.22	H. Hide-Wright		23.90	6,978.41
20.5.22	R Manwaring		250.00	6,728.41
20.5.22	Accounting Data Services		31.68	6,696.73
25.5.22	H Hide-Wright		26.00	6,670.73
26.5.22	H Hide-Wright		26.00	6,644.73
26.5.22	H Hide-Wright	26.00		6,670.73
27.5.22	Warwickshire Pension Fund		74.25	6,596.48
1.6.22	Zurich Insurance		482.53	6,113.95
17.6.22	T. Smith-Vincent		144.21	5,969.74
17.6.22	Radway Village Hall		109.00	5,860.74
21.6.22	H Hide-Wright		254.95	5,605.79

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21.6.22	Warwickshire Pension Fund		74.25	5,531.54
27.6.22	H Hide-Wright		26.00	5,505.54
30.6.22	Radway Events Group		195.00	5,310.54
31.6.22	Balance			£5,310.54

Date	Transaction	In	Out	Balance
30.4.22	Opening Balance: Deposit A/C			£36,037.78
9.5.22	Bank Interest	0.28		£36,038.06
9.6.22	Bank Interest	0.31		£36,038.37
31.6.22	Balance			£36,038.37
31.6.22	TOTAL BALANCES			£41,348.91

PAYMENTS List 14th July 2022			£
Accounting Data Services (29.6.22)	BACS		31.68
Accounting Data Services (1.6.22)	BACS		31.68
Accounting Data Services (3.5.22)	BACS		31.68
T. Gill Inv	BACS		340.00
Mrs S Evans	BACS		78.20
T. Smith-Vincent	BACS		54.00
Interpretation Board	BACS		2,000.00
RTC Safety Surfacing (PC contribution £2,735)	BACS		21,000.00
F. N. Pile	BACS		345.42
F. N. Pile	BACS		47.00
Radway Village Hall	BACS		14.00
Hide-Wright Expenses 15.5.22-15.7.22	BACS		29.30
Hide-Wright July Salary	BACS		279.14
Hide-Wright July Pension	BACS		58.90
Hide-Wright Aug Salary	BACS		279.14
Hide-Wright Aug Pension	BACS		58.90
H Hide-Wright WFHA July	BACS		26.00
H Hide-Wright WFHA Aug	BACS		26.00
Total Payments			£24,731.04
Transfers from deposit to current a/c			£20,000.00
Total Payments and Transfers			£44,731.04