

# RADWAY PARISH COUNCIL

[www.radwayparishcouncil.org.uk](http://www.radwayparishcouncil.org.uk)

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## Minutes of Ordinary Meeting of Radway Parish Council Radway Village Hall, Thursday 18<sup>th</sup> January 2024

The meeting commenced at 7.30pm

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1. Apologies :

- a. To receive apologies for absence: Cllr. Rankin, Cllr. Littlewood.
- b. To consider acceptance of apologies. Proposed: Cllr. Tim Smith Vincent, Seconded: Cllr. Penny Gardner.

Present: Cllr. Tim Smith-Vincent, Cllr. Simon Hooker, Cllr. Penny Gardner, Cllr. Colin Mathews, Clerk (H. Hide-Wright), one member of the public.

2. Declarations of interests and consideration of dispensation requests: Cllr. Gardner, agenda point 7b.

3. Acceptance of the minutes of the previous meeting:

- Ordinary Meeting 16<sup>th</sup> November 2023. Correction to minutes: Point 11: Should read Cllr. Colin Mathews.

Proposed: Cllr. Tim Smith-Vincent, Seconded: Cllr. Penny Gardner. Signed and dated by Cllr. Tim Smith-Vincent.

4. Matters Arising from the minutes and previous meetings: None.

5. Public participation: None.

6. Councillor reports: To receive reports for information from Councillors on their agreed portfolio and any other significant matters raised between meetings:

- (i) Chair (Budget & Highways). The VAT reclaim for 1<sup>st</sup> Jan 2023-31<sup>st</sup> Dec 2023 has been submitted and the £1,340.33 has been refunded to RPC.

Npower's most recent invoice is higher than previous invoices. The matter is under review by Npower. The street lighting inventory and map have been sent to Western Power and Npower.

Highways: A hole appeared in a section of pavement near Grafton Cottage which was inspected by the County Highways Engineer. A full repair is pending, following a temporary repair.

Blocked drains have been reported to Highways.

Road sweeping: Action: Clerk to request that the roads are swept clear, including the drains.

Some of the gullies have been cleared by a resident. Thanks to given in the Newsletter.

Payments: Proposed: Cllr. Penny Gardner, Seconded: Cllr. Simon Hooker.

- (ii) Cllr Hooker (Website/IT, Grounds Maintenance and Street Furniture). The website is live. The old picnic benches have been disposed of.

(iii) Cllr Mathews (Footpaths, Rights of Way and Street Lighting) Rights of Way responsibilities. Jacobs Ladder: A £10,500 grant from Cllr. Mills delegated budget has been confirmed for the project. A further £3k has been sought from CNL. A decision is awaited.

The metal tube handrail will be installed if funds are limited to £10,500.

The Rights of Way survey is open. Cllr. Mathews will draft a response.

Grant funding from CNL has opened for £500 to £2.5k.

(iv) Cllr Rankin (Playground Inspections & Crime Prevention) Cllr. Clare Rankin emailed an update to the PC.

- Playground inspections have been undertaken
- Suggested future agenda item: Playground Clean Up volunteer day
- Weeds will be dealt with in the coming weeks
- Cllr. Rankin awaiting a meeting with the new Police Officer

A car has driven into the hedge, onto the play area, impacting the climbing frame. The climbing frame has been damaged and the unit has been taped off. Quotes are being sought for the repairs.

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

- Review of RPC policies has begun.
- A meeting was held with Eleanor Warren, SDC Climate Change Project Manager (Summary in Appendix A).

7. Reports from Ward Representatives of Warwickshire County Council (WCC): Chris Mills (Appendix B) and Stratford District Council (SDC): Malcolm Littlewood (Appendix C).

8. Planning Applications

(a) SDC Planning decisions since our last meeting: None.

(b) SDC Planning applications: Cllr. Penny Gardner removed herself from the discussions.

22/03435/LBC The Grange Stables, Tysoe Road: Replace a conservatory with an orangery-style extension, plus some internal remodelling.

RPC Comment: **Support. With planning reasons - Appendix D.**

Proposed: Cllr. Tim Smith-Vincent, Seconded: Cllr. Simon Hooker.

22/03434/FUL The Grange Stables, Tysoe Road: Replace a conservatory with an orangery-style extension, plus some internal remodelling.

RPC Comment: **Support. With planning reasons - Appendix D.**

Proposed: Cllr. Tim Smith-Vincent, Seconded: Cllr. Simon Hooker.

**ACTION: Clerk to clarify response deadline dates on applications with SDC.**

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

(d) Planning Notices: None.

(e) Planning Decisions: Planning Enforcement 21/00505/DESOP Great Grounds Farmhouse, Langdon Lane. Case closed: Negotiated Solution.

9. Replacement street lighting Cllr. Colin Mathews: Pictures of new light fittings have been circulated. Quotations will be sought for maintenance by WCC and Eon and discussed at the March Parish Council meeting.

10. Community Marquee – Choice of marquee with funding as follows:

WCC £370 grant. PCC up to £150 grant, REG up to £150 grant, Chambers Trust up to £150 grant, Village Hall Trustees up to £50 grant, RPC up to £250.

House of Tents Marquee £1,019.01, inclusive of VAT Proposed: Cllr. Simon Hooker, Seconded: Cllr. Penny Gardner.

11. Village Mowing 2024 The annual review of provision is underway. **ACTION: Clerk to seek details for public liability insurance with Zurich and details of contract of employment and payroll services.**

12. Correspondence – Resourcing to Risk – Public Consultation

Warwickshire Rights of Way Improvement Plan: Response will be submitted.

13. Financial Administration a. See Attached

b. Grant of £10,500 from WCC Delegated Budget (Cllr. Chris Mills) for repairs to Jacobs Ladder.

c. Internal Auditor Appointment: Trevor Gill has been confirmed as the Internal Auditor for 2024.

d. Grass cutting grant 2023/24 received from SDC for Old Graveyard £392.54 maintenance.

e. Radway Village Hall payment for stonework and repointing £2,996.03.

Other reports and items for future agenda:

14. Dates of Future Meeting:

21<sup>st</sup> March 2024: 16<sup>th</sup> May 2024: 18<sup>th</sup> July 2024: 19<sup>th</sup> Sept 2024

21<sup>st</sup> November 2024

**The meeting closed at 8.45pm.**

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## **Financial Administration**

Bank Balances at 31<sup>st</sup> December 2023

Deposit Account:	£ 32,538.10
Current Account:	£ 561.19
Total Balance:	£ 33,099.29

Payments made since the last meeting:	£ 5,823.02
Income received since the last meeting:	£ 3,465.40
Payments outstanding since last meeting:	£ 0.00

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

Hadsham Farm (Christmas Trees)	£ 70.00
Accounting Data Services (Invoice 104926)	£ 31.68
Radway Village Hall (Hire 16 <sup>th</sup> Nov 2023)	£ 14.00
Radway Village Hall (Hire 18 <sup>th</sup> Jan 2024)	£ 14.00
Zanna Consultancy & Design (Website design)	£ 1,000.00
House of Tents Marquee	£ 1,019.01
Clerk's Salary: Jan 2024	£ 313.73
Clerk's Salary: Feb 2024	£ 313.73
WCC Pension contribution Jan & Feb 2024	£ 182.72
Working from Home Allowance Jan& Feb 2024	£ 52.00
Clerk's expenses –	£ 10.65
NPower (DD)	£ 473.91

Invoices issued:

Radway Village Hall – Repointing & Stone work	£ 2,996.03
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**Excel Spreadsheet detailing income and expenditure to 31<sup>st</sup> December 2023**

## Appendix A.

Green Issues - Meeting with Eleanor Warren, SDC Climate Change Project Manager, the highlights from the meeting are:

- SDC aspirations are to be:
  - A carbon neutral authority by 2025
  - Reduce district wide emissions by 55% by 2030
  - Establish climate adaptation for 3% warming threshold by 2050.
- SDC have run 3 pilot Local Climate Engagement programmes - these are to capture the opinions of the local community. Pilots were successful and lessons were learnt. They need to think about how these events are followed up.
- Ready & keen to run more Local Climate Engagement programmes in 2024, there is a 'want' to engage with hard to reach demographics.
  - I will look at running this programme alongside another event.
- Community climate change fund is being launched in 2024 - Parish & Town Councils can formulate project ideas and apply for funding.
  - I thought this would be useful to purchase EV chargers. However, before I can progress this a feasibility study is needed to assess the capacity of the network in Radway.
- SDC are an ambition council but they recognise that they cannot meet their objectives on the own and need to help of town and parish councils.
- Eleanor is looking into what community energy organisations are within our area that could give us advice on energy efficiency for our homes. Eleanor did note that this may be difficult in listed and thatched properties.

## Appendix B: County Councillor report Radway Council Meeting 18th January 2024

### Warwickshire County Council Financial Position

Our financial position compares favourably with other councils:

Benchmarking shows we are a relatively low-cost council in most areas with average or above average performance and strong financial resilience indicators.

Around £40m reserves to support the budget over the next couple of years – so not in immediate S114 territory and expect to be able to set a balanced budget through very difficult decisions.

### I need support now

If you are struggling with money and need help now, we can help with food, energy and water bills, money advice, aspects of family life, accessing emergency food and mental health support. Find help here:

<https://www.costoflivingwarwickshire.co.uk/home/i-need-urgent-help>

### Domestic Abuse

Dr Shade Agboola Director of Public Health for Warwickshire's annual report has been launched. The annual report theme for 2023 was domestic abuse and the report entitled 'Breaking the silence' shines a spotlight on the emotional, physical and mental impact of abuse on individuals, their families, communities and wider society :

<https://www.warwickshire.gov.uk/news/article/4916/director-of-public-health-annual-report-launched->

Increased isolation and financial pressure can result in a higher incidence of domestic violence. There is no excuse for abuse. Whether physical, emotional, psychological, sexual, financial or technological, no one should have to suffer alone. Help is available. The service offers a 24-hour national helpline, safe house accommodation, advocacy and outreach support. Call 0800 408 1552 or visit [refuge.org.uk](http://refuge.org.uk) If you are deaf, hard of hearing or have any speech impairment, please dial: Minicom/Textphone 18001. If you're worried a friend, family member, neighbour or colleague might be at risk you can report your concerns anonymously to Crimestoppers online here: [crimestoppers-uk.org/keeping-safe/personal-safety/domestic-abuse](http://crimestoppers-uk.org/keeping-safe/personal-safety/domestic-abuse).

### A safe place for children in care

Providing a safe space for a child in care who cannot stay with their family can be a gift. Read more:

<https://www.warwickshire.gov.uk/news/article/4883/giving-children-in-care-a-safe-place-to-stay-in-an-emergency>

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## **SEND support expanded in Warwickshire**

More children and young people with special educational needs and/or disabilities in Warwickshire are now able to receive specialist support within a mainstream setting. Read more:

<https://www.warwickshire.gov.uk/news/article/4843/send-support-expanded-in-warwickshire-with-new-resourced-provisions>

## **Joint Strategic Needs Assessment (JSNA)**

Warwickshire County Council is asking people who work or volunteer with children and young people to take part in the Empowering Futures JSNA survey.

We want to hear from you if you work or volunteer with children and young people. This JSNA seeks to understand the physical health needs of children and young people in Warwickshire.

Find out more about the survey here: <https://www.warwickshire.gov.uk/news/article/4872/helping-to-shape-services-to-support-children-and-young-people->

## **Applications now open for WCC's Future Apprenticeships Fund**

If you are a Small and Medium-sized Enterprise (SME) based in Warwickshire, you can now apply for three different funds to either recruit new talent or upskill your existing staff through an apprenticeship.

This funding is part of Warwickshire County Council's recently launched £900,000, [Future Skills Programme](#), designed to deliver a diverse range of support to help job-seekers into, or back into, work through apprenticeships.

If you would like to know more about any of the above funding programmes and how you can apply, please contact Louise Stolz, Future Skills Business Support Advisor: [louisestolz@warwickshire.gov.uk](mailto:louisestolz@warwickshire.gov.uk)

## **New opportunity for trainee solicitors to join Warwickshire Legal Services**

Warwickshire Legal Services (WLS) has launched four exciting new positions for aspiring trainee solicitors to join their award-winning, motivated, and nationally recognised team.

WLS is currently inviting applications for up to four training contracts, commencing in September 2024, March 2025, and September 2025.

Under the guidance of senior staff, the trainee solicitors will gain hands-on experience across a wide variety of legal areas such as Planning, Commercial, Contracts, Property, Education, Child Protection and Adult Social Care.

The closing date for applications is Monday 4 March 2024. Successful candidates will be invited to attend a virtual assessment in April and shortlisted for an in-person assessment in May. For more information, go to WCC Website.

[Apply to become a Trainee Solicitor at Warwickshire Legal Services](#)

## **History comes alive in the heart of Warwick with new augmented reality exhibit.**

A catastrophic event in Warwickshire's history has been brought to life with the launch of an innovative exhibition at Market Hall Museum, Warwick.

Visitors can now experience an immersive augmented reality exhibit that vividly recounts the Great Fire that engulfed Warwick on 5 September 1694. People visiting the free exhibition will be transported back over 300 years to witness the dramatic events that forever changed the face of the town. The exhibit at Warwickshire County Council's Market Hall Museum has been developed by augmented reality (AR) specialists RiVR and uses the latest technology to present a 3D model of Warwick during the Medieval era. Using a tablet device, visitors can embark on a virtual journey through the historic town and follow the progress of the devastating fire, from where it broke out in the houses opposite the Lord Leicester's hospital, following its path of destruction as it quickly spread across the town. Along the way they will hear gripping accounts from the people who lived through the fire, meticulously recreated from historical documents held at the Museum.

A 'Show and Tell' event on Thursday 21 March 2024, 1pm to 1.30pm, invites visitors to discover more about this significant event in Warwick's history with a special talk and the chance to try out the new AR interactive exhibit for themselves. The event is free to attend, and you can [reserve your place on Eventbrite in advance](#), or just drop in on the day.

The AR interactive experience is available for all visitors to enjoy, alongside the many other exhibits at Market Hall Museum, Warwick, open Tuesday to Saturday, 10am to 5pm, with free entry for all. Visit [Warwickshire's Heritage and Culture webpages for more information and what's on at Market Hall Museum](#).

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## **Loneliness**

Post-Christmas and New Year can be difficult for those who are struggling and intensify feelings of loneliness. If this is you, we want to help. Visit <https://www.warwickshire.gov.uk/health-wellbeing/loneliness-self-isolation-useful-resources/2> for tips and support if you are feeling lonely or isolated.

## **Warm Welcome Hubs**

Check out the Warwickshire Rural Community Council directory of Warm Hubs to find a local, warm, safe, inclusive place where you can expect a friendly welcome. Find out more: [www.wrccrural.org.uk/services/wrcc-warm-hubs/warm-hubs-network/](http://www.wrccrural.org.uk/services/wrcc-warm-hubs/warm-hubs-network/)

## **Resourcing to Risk Consultation Events**

The Council is holding public events in January & February on a proposed change to the WFRS service delivery model. These are taking place in Stratford, Kenilworth, Atherstone, Bedworth and Southam, booking is essential.

For those residents based in the south of the county, Warwickshire County Council have added an extra date in Shipston-on-Stour on 5<sup>th</sup> March

The public consultation is open until 10 March 2024, giving everyone a chance to view the details of the proposal and give their feedback.

<https://www.eventbrite.co.uk/o/warwickshire-fire-and-rescue-76075908553>

## **Stop Smoking**

Smokers, you may well be surprised how much your habit is costing you – if you smoke 10 cigarettes a day you could save £2352 a year by quitting. Find out more about the support available to help you quit at [fitterfutures.everyonehealth.co.uk/stop-smoking-service/](http://fitterfutures.everyonehealth.co.uk/stop-smoking-service/) or text 'QUIT' to 60777.

## **Arranging COVID-19 vaccination transport**

Transport to COVID-19 vaccination appointments has been arranged with the volunteer transport providers that cover Warwickshire, they are working to a standard operating process for this work

This service is based on volunteer availability and limited funding arrangements. Booking process: Residents in Rugby, Warwick and Stratford areas contact: VASA 01789 262889 and press option 1, Monday to Friday, 9am to 4pm or email [transport@vasa.org.uk](mailto:transport@vasa.org.uk)

## **It's time to have your say on Warwickshire's rights of way**

Warwickshire County Council is seeking views on all aspects of the county's rights of way as part of a new consultation exercise. Have your say today.

The Council is calling upon all residents to take part in a new consultation exercise that aims to inform an improvement plan for these routes.

This consultation will close on Sunday 10 March 2024.

More information about rights of way in Warwickshire can be found online: <https://www.warwickshire.gov.uk/rightsofway>

## **Flooding**

Parish Councils can help by having an emergency plan. Assuming the Parish Council does have a plan, make sure that it is updated.

An emergency number should be available and is contained in Parish and Town Council Emergency Plans. For emergency during out of hours, the local County Councillor can also be contacted who will then call the emergency number for flooding. Warwickshire Fire and Rescue also have a highly trained and skilled water rescue team based at Rugby who can operate boats with outboard motors.

During Storm Babet, the WFRS team rescued several people marooned in flood water. To find your flood risk Environment Agency Maps, go to <https://www.gov.uk/check-long-term-flood-risk>.

## **Appendix C:** Cllr. Malcolm Littlewood.

### **District Council Report January 2024**

#### **AD Site**

The latest news is that the new ARUP report is delayed due to a change in SDC purchasing system. This is unfortunate and I am pushing for this to be given a priority for the benefit of all concerned. My overall feeling remains as it was, and I do not believe the additional information provided by the Applicant to be reviewed by ARUP will change my position. I still fervently hope that this should all be resolved by the end of this financial year.

#### **Travelling Show People Site at Pillerton Priors/Hersey**

I have not been notified that the Applicant for the site has registered an Appeal against SDC Planning Refusal. If the applicant does look to appeal, I will inform PHPC, but you should be send a notice in any case. The conditions for such a site are more stringent than for a Traveller/Gypsy site and the application as received came nowhere near what is required.

#### **Retirement Age Parking scheme in Stratford upon Avon**

As of a week ago, the number of retirement age [66+] permits sold was 110 at £50 each. The scheme offers 4 hours per day parking, but not at the recreation ground carpark. This scheme seems to be far less popular than the previous version.

#### **HVO fuel for refuse collection vehicles.**

You may have read that the Administration has resolved to convert all the council owned refuse vehicles to run on Hydrogen-treated Vegetable Oil at an additional cost to the council Tax payer of up to £1,000,000 over four years. The argument is that the emissions are more climate 'friendly' than diesel. The current fleet of vehicles is however already powered by very efficient engines that have low particulate outputs and relatively clean burning. The costs of HVO is of concern as there is no information with regards to sustainability of feedstock supply. The process relies on recycling used vegetable oil which is of uncertain supply and costly to collect. Where a shortfall occurs in the supply, palm oil is the main source. The Hydrogen treatment process is energy intensive as I understand it and palm oil production drives rainforest de-forestation which is hardly Green. I have strongly counselled against this move on the following basis;

- The fleet of SDC vehicles adds an insignificant emission in terms of global climate.
- £1,000,000 raised from Council Tax for Climate mitigation purposes would have a more significant effect on bolstering local flood defences.
- Other technologies will soon be available that produce far less emissions on an 'end to end' basis than HVO.
- The cost and green credentials of the manufacturing process to produce HVO is questionable and uncertain.



**Appendix D:** Planning comments regarding 22/03435/LBC & 22/03434/FUL:

**Support**

The proposed changes to The Stables have in the main been given a Certificate of Lawful Development or have been endorsed by the Appeals Inspector.

Radway Parish Council raises no objection to the current applications and fully supports the applications for the following reasons detailed below.

**Front Elevation**

The Appeals Inspector noted in his report the following:

“an imposing stone gable over what is now the front entrance door”

“one new dormer and a conservation roof light on the otherwise unaltered north-west front elevation, and a pair of oak doors in the current entrance opening. These works would not particularly detract from the aesthetic of this elevation. The doors would complement the scale of the existing opening and the proposed dormer would mirror the existing dormers.

The proposed modifications would therefore enhance the appearance of the principle roadside view of The Stables and its setting within the context of neighbouring properties.

**Side Elevation**

The proposed changes to this elevation were given Planning Permission and Listed Building Consent reference 78/01317/FUL and 78/00081/LBC. A Certificate of Lawful Development was issued on 24<sup>th</sup> November 2022, reaffirming that the proposed works as outlined on the current application could proceed.

**Removal of Conservatory**

Within the courtyard is a very large, poorly constructed conservatory which fails to meet current insulation standards. The Planning Inspector noted that “The removal of the conservatory would be a benefit to the courtyard buildings”. The proposed replacement has a lower roof line lessening its visibility from the neighbouring property and would greatly enhance the appearance of the courtyard.

**Internal Modification**

It is noted that the Appeals Inspector noted that

“Internal alterations, including the relocation of the original staircase, have removed most of the evidence of the original domestic or service uses”.

The proposed internal modifications would therefore have no negative impact on the dwelling.