

RADWAY PARISH COUNCIL

www.radwayparishcouncil.org.uk

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Minutes of Ordinary Meeting of the Radway Parish Council, Radway Village Hall, Thursday 18th September 2025.

The meeting commenced at 7.30pm
2025/page 11

1. Apologies :

- a. To receive apologies for absence: Cllr. Chris Mills (late arrival), Cllr. James Stephens.
- b. To consider acceptance of apologies. Proposed: Cllr. Colin Hooker, Seconded: Cllr. Penny Gardner.
- c. Present: Cllr. Simon Hooker (Chair), Cllr. Penny Gardner (Vice-Chair), Cllr. Colin Mathews, Cllr. Chris Mills (arrived at 7.57pm), Cllr. Malcolm Littlewood, Clerk: Helen Hide-Wright, 1 member of the public.

2. Declarations of interests and consideration of dispensation requests: None.

3. Acceptance of the minutes of the previous meeting:

- Ordinary Meeting 17th July 2025. Proposed: Cllr. Penny Gardner, Seconded: Cllr. Colin Mathews. Signed and dated by Cllr. Simon Hooker.

4. Matters Arising from the minutes and previous meetings:

- a) Mobile Phone coverage (Cllr. Simon Hooker investigating). No further update
- b) Streetlighting at West End: Cllr. Colin Mathews looking into costs to reinstate the light. See point 6.ii.

Cllr. Simon Hooker will speak to the landowner about cutting back the hedges that are impeding visibility on the public highway.

The road sign has been reported at the end of Tysoe Road as it requires attention.

5. Public participation: A resident commended the helpfulness of the team undertaking the recent pavement maintenance work.

6. A question was raised regarding the adoption of a further stretch of pavement at where Norton Lane meets Farnborough Road. **ACTION: Clerk to make enquiries at Highways.**

7. Councillor reports:

- (i) Chair (Budget & Finance, Website/IT, Highways, Grounds Maintenance and Street Furniture).

- VAT reclaim £835.75 has been received for the period 1st Jan - 31st July 2025.
- Emergency repairs to mower £269.58 were paid under the Scheme of Delegation.
- Pay settlement notification. The national pay award has been implemented.
- Pavement resurfacing September 2025. The pavements have been resurfaced. Residents are thanked for parking cars away from the work. The work was of a good quality. The workers were very helpful. **ACTION: Clerk to thank Highways for their work on the pavements.**
- Npower invoices £105.70 & £67.50. Remaining credit £213.70. After a pause in billing, Npower has started to issue invoices based on actual usage.

- Co-option. No update.
- RPC Playground inspections. Cllr. Colin Mathews has taken over the RPC inspections until Cllr. Stephens can resume them.
Cllr. Stephens had noted the condition of the swings. Quotes have been sought from Hags and Kompan. The annual inspection is due to take place in November. The matter will therefore be considered after the annual inspection. Agenda item for November 2025/January 2026.
- Replacement bench for cricket ground £500 (using CIL funds 20/02084/FUL) No Update.
- Microsoft 365 renewal and automatic renewals going forward. A bank card had to be assigned to the account.
- Second half of precept £6,652.00 arrived in the current account 15.9.25

(ii) Cllr Mathews (Footpaths, Rights of Way and Street Lighting)

- Streetlight at West End: National Grid has agreed to the works. The timescale is unknown. The streetlamp may return to service.
- King John's Lane The project has concluded.
- Grant Funding – Grants have been received from British Horse Society £300, WCC £300 and Ramblers £200. The Parish Council is grateful to the organisations that have supported the project.

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

- Adoption of amended RPC Risk Assessment Policy. The wording was slightly amended to include the recommendations of the internal auditor on staff cover. Proposed: Cllr. Simon Hooker, Seconded: Cllr. Penny Gardner.

RPC website: An RPC email address is required for Cllr. Stephens.

(iv) Cllr Stephens

- Replacement swing seats: Kompan/HAGS. See point 6.i.
- a. Reports from Ward Representatives of Warwickshire County Council (WCC): Chris Mills (Appendix A) and Stratford District Council (SDC): Malcolm Littlewood (Appendix B).

8. Planning

- (a) SDC Planning decisions since our last meeting: 25/01061/PIP: The Lodge: Refusal.
- (b) SDC Planning applications: None.
- (c) Planning Comments submitted by RPC since our last meeting:
25/01875/Shakesfield: No Objection.
25/01913/LDE Magnolia Cottage: No Comment.

9. Correspondence

WCC Local Government Reorganisation and devolution survey
Affordable Housing Standing Advice Note
School Admission Appeal Panel Member Volunteers
Built Sports Facilities Strategy survey

10. Financial Administration a. See Attached. Payments: Proposed: Cllr. Simon Hooker, Seconded: Cllr. Penny Gardner .

11. Other reports and items for future agendas: Replacement swing seats, RPC Debit Card (obtaining, operation and storage of RPC bank card, updating of RPC financial regulations).

12. Dates of Future Meeting, commencing at 7.30pm:

20th November 2025.

2026: 15th January, 19th March, 21st May, 16th July, 17th Sept, 19th November.

The meeting closed at 8.45pm.

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Appendix A.

County Councillor Report: Cllr. Chris Mills

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>

FIS

Warwickshire's Family Information Service (FIS) provides information, advice and one-to-one support on issues including family relationships, finance, housing, parenting support and more. Learn more at <https://www.warwickshire.gov.uk/directory-record/40/family-information-service>

Dementia and Alzheimer

Warwickshire's Living Well with Dementia offers all the support and resources you need in one place. You can find information about dementia, a map of services at district and borough level with details of all the services in the area: www.warwickshire.gov.uk/dementia

New service offers personalised support for families

A new service for families in distress or at risk of crisis due to children and young people's mental health issues has been commissioned by Warwickshire County Council. Read more:

<https://www.warwickshire.gov.uk/news/article/6513/new-service-to-offer-personalised-support-for-warwickshire-families>

New Single-Provider model for SEND mediation services

Warwickshire County Council is transforming the way families access support during the SEND appeals process with the launch of a new, single-provider mediation service from September 2025.

Find out more: <https://www.warwickshire.gov.uk/news/article/6977/council-announces-new-single-provider-model-for-send-mediation-services>

Adoption in Warwickshire

Are you interested in adopting a child? Adoption Central England's friendly and experienced staff are there to guide you through your adoption journey – whatever that may look like. To find out more, visit <https://www.aceadoption.com/> or call 0300 369 0556.

Fostering for Warwickshire

Could it be you we're looking for? Fostering changes children's lives, not just now, but for a lifetime. To find out more about the process of becoming a foster carer, watch the video

<https://youtu.be/dOTfs6Qek34> Get in touch, visit: <https://fostering.warwickshire.gov.uk> or call 0800 408 1556

Carers Trust Heart of England Carers Awards 2025

Do you know someone who goes above and beyond to support carers or those they care for? Nominations are now open for the Carers Trust Heart of England Carers Awards 2025. To submit an award nomination for an individual or organisation, visit: <https://www.carerstrusthofe.org.uk/news/carers-awards-2025-cast-your-nominations-now/>

Starting a conversation about suicide and suicidal thoughts

Coventry and Warwickshire Integrated Care System is encouraging people to open up conversations about mental health and suicidal thoughts, if they suspect someone is struggling. Find out more:

<https://www.warwickshire.gov.uk/news/article/6984/starting-a-conversation-about-suicide-and-suicidal-thoughts-world-suicide-prevention-day-2025>

One way system traffic lights at The ASPS

A one-way system started on 26 August to support the works on the highways around The ASPS housing development in Warwick. Read more: <https://www.warwickshire.gov.uk/news/article/6702/one-way-system-traffic-lights-to-be-introduced-in-late-august-at-the-asps>

Support for vital community transport service

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Warwickshire County Council's Cabinet has approved a £100,000 partnership funding contribution to Shipston Link, a not-for-profit community transport service, to help fund a new, fully accessible minibus. Read more: <https://www.warwickshire.gov.uk/news/article/6973/cabinet-supports-vital-community-transport-service-with-100-000-funding-boost>

Have your say on Warwickshire's budget priorities

Warwickshire County Council has launched a public consultation to gather feedback on the importance of local services as it starts to plan its budget for 2026/27 and medium-term financial strategy to 2031. Have your say: <https://ask.warwickshire.gov.uk/bi/budget-2026-27/>

Safe and Well Checks

Do you know someone who would benefit from a free Safe and Well Check from Warwickshire Fire and Rescue Service? They can help people to stay safe and reduce the risk of fire in their home. Book online at <https://www.warwickshire.gov.uk/fire-safety-home-1/apply-safe-well-visit>

MOD Kineton

The MOD will be resuming patrols of the area due to the recent incidents at Brize Norton and Westminster by Pro-Palestine activists

Is your chimney ready for winter?

With autumn just around the corner, many residents will soon be lighting their stoves for the first time in months. Warwickshire Fire and Rescue is urging residents to get ready for the colder months by making sure their chimneys are safe. Read more: <https://www.warwickshire.gov.uk/news/article/6959/is-your-chimney-ready-for-winter->

Chris Mills

County Councillor

Radway

Ward member Report to Parish Councils in Tysoe Ward.

11-08-2025

Typically, August is a quiet time at SDC as Officers and Members take the time for holidays. Planning Applications continue.

1. Planning Applications

The current major application is for a Travelling Showman's site in Pillerton Priors between Priors and Hersey. I have objected to the proposal on the same grounds as for the previous application which was refused.

2. Have your say in the future of our councils

Have your say in the future of our councils! Local government reorganisation is underway in Warwickshire, and **SDC's preferred option is a North/South Warwickshire.**

Please could you complete the survey (deadline is 14 September) and also share this with anyone who you think might benefit: [Have your say - Shaping the future of our Councils.](#)

3. Welfare and Support

There has been considerable discussion over the last several years with regards to the Ellen Badger Hospital in Shipston on Stour. There have been assumptions made that have led to inaccurate expectations, misinformation, and disappointment in the community. On the 8th of August Members of the SDC Overview & Scrutiny Committee [OSC] visited the site and were hosted by the management Team. The purpose was to understand the reality of the site function now and into the future and what services would be delivered.

The current building is only phase one. This unit is now up and running as intended. The unit contains a Welfare area on the ground floor which is used for Occupational Health training and community welfare and fitness sessions. This area is intended to be used by the GP surgery. Please note that this phase was never intended to have long-stay beds. The first Floor accommodates Physiotherapy and treatment rooms, along with accommodation for District nurses etc. The top floor is a staff and administration area including kitchen facilities for staff.

Phase two of the project is now underway. This is the refurbishment of the old building. The third phase was for a separate surgery building. The site backs onto the river Stour. The flood risks have recently been revised and some of the site arrangements have had to be revised because of the increased risk. The ICB and SWFT are due to discuss this project at a future meeting of the OSC.

4. SDC Finances & Resources

At the end of August budgets for project spend in the coming 2026/27 will start to be developed. This will take time for both Officers and members in the coming months. As an opposition we will be offering proposals that will seek to improve life and increase opportunities for residents in the District, both in the rural Centres and the wider communities. I would be very happy to receive any suggestions for projects from PC's in my Ward that will enhance and protect local communities. Suggestions are always welcome, but your comments would be appreciated by the end of the August please.

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Appendix to Agenda for Meeting 18th September 2025

Correspondence and Consultations:

**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 31 st August 2025	31st August 2025
Deposit Account:	£ 18,554.09
Current Account:	£ 876.81
Total Balance:	£ 19,430.90

Payments made since the last meeting:	£ 4,140.37
Income received since the last meeting:	£ 3,458.50
Payments outstanding since last meeting:	£ 0.00

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

Zanna Consultancy & Design (Domain and Fasthosts Renewals)	£ 230.00
Radway Village Hall (Hire 18 th Sept 2025)	£ 16.00
Accounting Data Services (Newsletter) Inv 10088	£ 31.68
Kompan/HAGS – replacement swing seats	£ 1,580.53
Mr Manwaring (Green Area Maintenance)	£ 300.00
Helen Jay – flower tubs	£ 16.98
Microsoft 365 Renewal	£ 120.00
Clerk's Salary: Sept 2025	£ 377.44
Clerk's Salary: Oct 2025	£ 377.44
WCC Pension contribution Sept 2025	£ 89.00
WCC Pension contribution Oct 2025	£ 89.00
Working from Home Allowance Sept & Oct 2025	£ 52.00
Clerk's expenses –	£ 13.35

Invoices issued: Invoices for King John's Lane Project to WCC and British Horse Society for £300 each, remain outstanding. Payment has been requested.

Excel Spreadsheet detailing income and expenditure to 30th June 2025

Appendix to Agenda for Meeting 18th September 2025

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RADWAY PARISH COUNCIL 2024 - 2025 FINANCIAL YEAR

28 August 2025

<u>Receipts</u>	<u>Actual</u>	<u>Budget</u>
Precept	£6,652.00	£12,793.00
Bank Interest	£63.86	£300.00
SDC Council Tax Support Grant	£0.00	£0.00
Other Income	£0.00	£385.00
VAT Reimbursement	£0.00	£800.00
Community Grants	£0.00	£0.00
TOTAL RECEIPTS	£6,715.86	£14,278.00

Administration

Staff costs:

Staff Costs: Salary, NI, PAYE	(£1,565.95)	£3,800.00
Staff Pension: Employee & Employer Contributions	(£444.99)	£760.00
HMRC NDDS	£0.00	£200.00
Administration Expenses	(£415.88)	£412.00
Bank Charges	£0.00	£412.00
Audit Fees	(£702.00)	£650.00
Data Protection	£0.00	£35.00
Election Fees	£0.00	£0.00
Councillor Training	£0.00	£250.00
Subscriptions (WALC)	(£197.60)	£150.00
Insurance	(£731.65)	£750.00
Total Administration	(£4,058.07)	£7,419.00

Village Maintenance

WCC Street Light Maintenance	£0.00	£110.00
Maintenance Budget (Street Furniture)	£0.00	£200.00
Defibrillator	£0.00	£50.00
F N Pile Mower Service	(£269.58)	£500.00
Grass Cutting	(£883.75)	£1,400.00
NPower Electricity for Street Lights	£0.00	£1,200.00
Total Village Maintenance	(£1,153.33)	£3,560.00

Hall Hire & Playground

Hall Hire	(£28.00)	£110.00
Play Area Annual Inspection	£0.00	£190.00
Chambers Trust - Recreation Ground - Rental	£0.00	£250.00
Recreation Area Maintenance: Equipment & Grounds Maintenance	£0.00	£1,000.00
Total Hall Hire & Playground	(£28.00)	£1,550.00

Communications & IT Expenditure

Website	(£312.50)	£250.00
Newsletter / Information Sheet	(£158.40)	£320.00
Total Communications & IT Expenditure	(£470.90)	£570.00

Miscellaneous

Grants	£0.00	£750.00
Community Projects	(£4,080.00)	£716.00
Christmas Trees	£0.00	£125.00
Total Miscellaneous	(£4,080.00)	£1,591.00

TOTAL PAYMENTS

(£9,790.30)	£14,690.00
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Closing Period Bank Balances As At:

28 August 2025

Current Account	£876.81
Deposit Account	£18,554.09
Total Bank Balances	£19,430.90