

RADWAY PARISH COUNCIL

www.radwayparishcouncil.org.uk

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

Dear Councillor,

You are summoned to attend an **Ordinary Meeting** of the Parish Council at **Radway Village Hall**, Tysoe Road, Radway, Warwickshire, CV35 0UE commencing at **7.30pm** on **Thursday 20th November 2025**. Please contact the Clerk for further details.

Helen Hide-Wright

Dated: Friday 14th November 2025

AGENDA

1. Apologies :
 - a. To receive apologies for absence:
 - 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:
 - Ordinary Meeting 18th September 2025.
4. Matters Arising from the minutes and previous meetings: Matters arising from the minutes, including those which have been carried over from past meetings.
 - a) Mobile Phone coverage (Cllr. Simon Hooker investigating)
 - b) Streetlighting at West End: Cllr. Colin Mathews looking into costs to reinstate the light.
 - c) Replacement swing seats.
 - d) RPC Debit Card (obtaining, operation and storage of RPC bank card, updating of RPC financial regulations).
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) Chair (Budget & Finance, Website/IT, Highways, Grounds Maintenance and Street Furniture).
 - Budget 2026/27
 - Precept 2026/27: £13,700
 - RPC Debit Card
 - Co-option
 - RPC Annual Playground inspections
 - Replacement bench for cricket ground £500 (using CIL funds 20/02084/FUL)
 - Npower invoice £75.67 for the period 1 Jul – 30 Sept 2025 (Pd by Direct Debit)
 - Christmas tree for the Church £50, Christmas Tree/s for village £150
 - Flowers for village tubs £58
 - Replacement defibrillator battery - £256 + VAT

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

- Street Light at West End: Reinstate or removal/obsolescence
- King John's Lane
- Query re adoption of section of road and footpath

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

- Adoption of amended RPC Financial Regulations re RPC Debit Card

(iv) Cllr Stephens

- Replacement flat seats for swings: HGS £179.22
- Replacement of chains for swings: HGS £180.00

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

7. Planning

(a) SDC Planning decisions since our last meeting:

25/01875/FUL: Shakesfield: Permission with Conditions.

25/01913/LDE: Magnolia Cottage: Certificate of Lawful Existing Use or Development

(b) SDC Planning applications:

(c) Planning Comments submitted by RPC since our last meeting: 25/02551/TREE: 1 Grange Cottages: No Representation.

8. Correspondence Consultation: WCC Home to School Transport Policy

9. Financial Administration a. See Attached

(a) Budget 2026/27

(b) Precept 2026/27: £13,700

(c) To consider grant application: Radway Village Hall : Insurance Premium of £462.72.

10. Other reports and items for future agendas:

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

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

Meeting Closes.

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Appendix to Agenda for Meeting 20th November 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 31st October 2025

Deposit Account:	£ 24,075.68
Current Account:	£ 469.33
Total Balance:	£ 24,545.01

Payments made since the last meeting:	£ 1,559.48
Income received since the last meeting:	£ 6,673.59
Payments outstanding since last meeting:	£ 0.00

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

Accounting Data Services Ltd (Sept Newsletter)	£ 47.52
Accounting Data Services Ltd (Oct Newsletter)	£ 31.68
HAGS (Replacement flat swing seats x 2)	£ 179.22
HAGS (2 sets replacement swing chains)	£ 180.00
Radway Village Hall (Annual Insurance)	£ 462.72
Radway Village Hall (Hire 20 th November 2025)	£ 16.00
UK Pad Sites (Replacement Defibrillator Battery)	£ 256.00
Mr Manwaring (Mowing) Invoice dated 11.11.2025	£ 130.00
Christmas Trees (Church £50 & Village £150)	£ 200.00
Clerk's Salary: Nov 2025	£ 377.44
Clerk's Salary: Dec 2025	£ 377.44
WCC Pension contribution Nov 2025	£ 89.00
WCC Pension contribution Dec 2025	£ 89.00
Working from Home Allowance Nov & Dec 2025	£ 52.00
Clerk's expenses –	£ 13.35

Invoices issued:

Excel Spreadsheet detailing income and expenditure to 31th October 2025

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Appendix to Agenda for Meeting 20th November 2025

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

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	<u>2023 -2024</u> <u>Budget Figures</u>	<u>2024- 2025</u> <u>Budget Figures</u>	<u>2025- 2026</u> <u>Budget Figures</u>
<u>Receipts</u>			
Precept	£12,301.00	£12,793.00	£13,304.00
Bank Interest	£230.00	£300.00	£175.00
SDC Council Tax Support Grant	£0.00	£0.00	£0.00
Other Income	£792.00	£385.00	£452.00
VAT Reimbursement	£800.00	£800.00	£300.00
TOTAL RECEIPTS	£14,123.00	£14,278.00	£14,231.00
Administration			
Staff costs:			
Clerk's Pay, NI & PAYE	£3,405.20	£4,000.00	£4,250.00
RPC Pension Contribution	£972.72	£760.00	£850.00
Administration Expenses	£412.00	£412.00	£412.00
Audit Fees	£600.00	£650.00	£650.00
Data Protection	£35.00	£35.00	£35.00
Election Fees	£0.00	£0.00	£0.00
Councillor Training	£200.00	£250.00	£250.00
Subscriptions (WALC)	£140.00	£150.00	£160.00
Insurance	£700.00	£750.00	£750.00
Total Administration	£6,464.92	£7,007.00	£7,357.00
Village Maintenance			
WCC Street Light Maintenance	£110.00	£110.00	£100.00
Street Furniture Maintenance (inc. flower tubs)	£300.00	£300.00	£625.00
Defibrillator	£50.00	£50.00	£50.00
F N Pile Mower Service	£500.00	£500.00	£500.00
Grounds Maintenance	£1,200.00	£1,400.00	£1,750.00
NPower Electricity for Street Lights	£1,100.00	£1,200.00	£400.00
Total Village Maintenance	£3,260.00	£3,560.00	£3,425.00
Hall Hire & Playground			
Hall Hire	£100.00	£110.00	£110.00
Play Area Annual Inspection	£190.00	£190.00	£190.00
Chambers Trust - Recreation Ground - Rental	£250.00	£250.00	£250.00
Recreation Area Maintenance: Equipment & Grounds Maintenance	£1,000.00	£1,000.00	£1,000.00
Total Hall Hire & Playground	£1,540.00	£1,550.00	£1,550.00
Communications & IT Expenditure			
Website	£250.00	£250.00	£500.00
Newsletter / Information Sheet	£320.00	£320.00	£320.00
PC Laptop Microsoft Office subscription			£50.00
Total Communications & IT Expenditure	£570.00	£570.00	£870.00
Miscellaneous			
Grants	£900.00	£750.00	£800.00
Community Projects	£900.00	£716.00	£250.00
Christmas Trees	£125.00	£125.00	£125.00
Total Miscellaneous	£1,925.00	£1,591.00	£1,175.00
TOTAL PAYMENTS	£13,759.92	£14,278.00	£14,377.00
		Surplus / Deficit	-£146.00