

BISHOP'S ITCHINGTON PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting 8 April 2024

Present:

Cllr Kettle (Chairman) Cllr Dugmore Cllr Horsman Cllr Howatson Cllr Lamont
Cllr Ogden Cllr Tagg-Wilkinson Cllr Thomas Cllr Tressler

In Attendance:

Karen Stevens - Clerk to the Council
Cllr Gist – District Councillor

Public:

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24/55 Apologies:

Cllr Colton – Unwell

Cllr Colton's apology was accepted.

24/56 Declarations of Interest:

Cllr's Dugmore, Horsman and Ogden declared an interest in item 8.i - Community Grant Application Form from Bishop's Itchington Carnival.

24/57 Dispensations:

It was **RESOLVED** that a dispensation be granted to allow Cllr's Dugmore, Horsman and Ogden to participate in the discussion on item 8.i but they will not be allowed to vote on the matter.

24/58 Minutes:

It was advised that there was a typo on the minutes as Cllr Horsman's name had been spelt incorrectly in minute 24/42.

It was **RESOLVED**, that with the amendment, to approve minutes of the ordinary parish council meeting held on 4 March 2024 as a true and complete record of the meeting.

24/59 Public Forum:

Two members of the public are in attendance to hear the update on the footpath on Central Drive/Ladbroke Road. There have been a few issues regarding people's behaviour since the last meeting.

Two members of the public are attending regarding the funding application submitted for the carnival.

One person is in attendance regarding their planning application.

24/60 Planning Matters:

i. a. 24/00539/FUL

35 Huckson Road, Bishop's Itchington, CV47 2TF – Demolition and alterations to existing garage, replaced with single storey rear and side extension.

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It was **RESOLVED** to remove the parish council's objection to planning application 24/00539/FUL and submit a response of 'No Representation'.

b. 24/00143/FUL

Holmes House Hambridge Road Bishops Itchington Warwickshire CV47 2SB - Incorporation of 180 square metres of paddock into land associated with the residential use of Holmes House, and erection of a domestic swimming pool, surrounding patio and enclosing wall.

It was **RESOLVED** to remove the parish council's objection to planning application 24/00143/FUL and submit a response of 'No Representation'.

- ii. 24/00333/STCON – C & R Mobile Catering Ltd T/A The Village Chippy**
Application to trade as a mobile Fish and Chip shop within Zone 3 of Stratford on Avon District. Zones 1 and 2 cover the centre and outskirts of Stratford on Avon town. Zone 3 covers the remainder of the district.

It was **RESOLVED** to submit a response of no comment other than the parking of the vehicle must be appropriate (8 in favour, one against)

iii. a. 23/02564/FUL

No's 7, 9, 11 & 13 Gaydon Road Bishops Itchington Southam CV47 2QN - Demolition of no's 7, 9, 11 and 13 Gaydon Road and redundant garages and erection of 5 no. new dwellings and associated development.

It was noted that this application has been granted **Permission with Conditions.**

b. 24/00062/ADV

Bishops Cross Car Sales , Gaydon Road, Bishops Itchington, CV47 2QW - 2 No. Folded Aluminium Facias, 1 No. set of built-up acrylic letters on rails, 1 No. projecting sign, 4 No. vinyl graphics

It was noted that this application has been granted **Consent with Conditions.**

24/61 County and District Liaison:

Stratford District Council (SDC) – Cllr Gist had circulated her report prior to the meeting and then went through the report verbally and answered questions. The topics covered included:

- New Grounds Maintenance Contract,
- Prostrate Awareness Screening Event (28 April),
- Community Safety – Public Space Protection Order consultation re Stratford-upon-Avon town centre,
- Road Closures by HS2.

Warwickshire County Council (WCC) – Cllr Kettle had circulated his report prior to the meeting and then went through the report verbally. The topics covered included:

- Harbury Crossroads,
- Road Closures due to HS2,
- Flooding,
- Secondary School Admissions,

- Tree planting – Village Green,
- Antisocial Behaviour and neighbour disputes,
- Ufton Waste Tip and Green Waste IVC Facility,
- WCC Councillors Discretionary Fund.

24/62 Community Grant Application Form:

- It was **RESOLVED** to provide a Community Fund Grant to Bishop's Itchington Carnival of £2,000.00 towards the cost of the event. Cllrs Dugmore, Horsman and Ogden did not take part in the vote.
- Following discussion, it was agreed to put the Cricket Wicket on the May agenda and ask a representative from the cricket club to attend and the quotes for renewing the wicket will be re-visited.

24/63 Annual Village Meeting:

Meeting is to be held on 29 April at 7.30pm at the Community Centre. Portfolio holders to submit short reports to the clerk for inclusion in the report. Refreshments are to be provided.

24/64 Request from National Grid to Lay an Underground Cable on Land off Ladbroke Road:

It was **RESOLVED** to accept the proposed one-off payment, termed Wayleave of £2,139.40.

24/65 Environment & Properties:

- The Playground: Cllr Thomas and the Clerk met with Community Safety and discussed the possibility of installing CCTV. It was requested that the clerk obtain quotes to install a system.
- Ladbroke Road/Central Drive Footpath - Cllr Kettle advised that there are no private drives crossing any part of the area of green space. Any private land is included within the fenced area of their own gardens. Certain people are allowed to access across county council land to park in their own front gardens – they just have a right of access only. They asked for permission to put stone down to create a drivable surface, but it does not give them ownership, any rights or any control over the land/drivable surface. It is not their drive, it does not belong to them, it remains the property of Warwickshire County Council.
Cllr Kettle agreed to obtain in writing from WCC that the land does belong to them. He will discuss how WCC can this is communicated this to residents and to the individual that it is not his land, and he does not have the right to blockade anyone in/out as everyone has equal access.
It is just a footpath, and cars should not be going down the footpath.
Any evidence of incidents should be forwarded to Cllr Kettle and Cllr Gist so that the involvement of ASB officers can be considered.
Residents need clarification of egress/access of vehicles. As the land belongs to WCC, the parish council is not in the position to grant permission for any vehicles to drive along the path. It is identified as a footpath and there is also a prohibition of bicycles along the pathway. There is no exception for delivery vehicles or tradespeople. Emergency services will find a way if needed.

24/66 Finance:

1. To receive monthly financial report for March 2024:
It was **RESOLVED** to accept the Monthly Finance Report ending 31 March 2024 as presented (Appendix A).
2. To receive bank reconciliation report for February 2024 and March 2024:
Cllr Kettle advised that he had checked these and both February's and March's bank reconciliations are correct.
3. To approve accounts for payment 8 April 2024:
It was **RESOLVED** to approve the Accounts Payable 8 April 2024 (Appendix B).
Cllrs Dugmore and Thomas agreed to authorise the payments.
4. Increase in hourly rate to hire Memorial Hall:
The increase from £5.50 per hour to £7.00 per hour was noted

24/67 Reports and Questions:

- Parking issues on Old Road and Central Avenue,
- Trees on Folletts land behind the Butchers Arms – clerk to write to them,
- Trees on village green – Cllr Kettle to write and request that the laburnum trees be replaced with native trees i.e. whitebeam or rowan,
- Short Mat Bowls club – engineers from JLR are keen on designing/manufacturing/fitting something to help resolve the mat issue,
- Letterbox on village green is leaning (post wobbles) – clerk to inform the post office,
- Pavilion at Fenny Compton – CIL funding.

24/68 Date of Next Meeting

The next Annual Village meeting will take place on Monday 29 April 2024 at 7.30pm at the Community Centre.

The annual parish council meeting will be held on Monday 13 May 2024 at 7.30pm at the Community Centre and at its conclusion, will be immediately followed by the next ordinary meeting of the parish council.

Meeting closed at 21:39

Signed.....Chairman Date.....

APPENDIX A

Financial Budget Comparison

Comparison between 01/04/23 and 31/03/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

	Budget 2023/2024	Reserve Movements	Actual Net	Balance	
INCOME					
Bishops Itchington Parish Council					
10	Precept	£108,840.00	£0.00	£108,840.00	£0.00
20	Council Tax Support Grant	£0.00	£0.00	£0.00	£0.00
30	Burials	£2,500.00	£0.00	£2,658.37	£158.37
40	Sec 136 & Other Reimbursements	£1,300.00	£0.00	£450.00	-£850.00
50	Playing Field	£257.00	£0.00	£4,101.54	£3,844.54
60	Interest - Current	£443.00	£0.00	£1,559.27	£1,116.27
61	Interest - Pavilion Fund	£0.00	£0.00	£2,604.87	£2,604.87
70	Grants	£0.00	£0.00	£0.00	£0.00
80	Misc	£0.00	£0.00	£700.27	£700.27
90	VAT Refund	£0.00	£0.00	£43,487.95	£43,487.95
100	Pavilion Fund	£0.00	£0.00	£0.00	£0.00
Total Bishops Itchington Parish Council		£113,340.00	£0.00	£164,402.27	£51,062.27
Total Income		£113,340.00	£0.00	£164,402.27	£51,062.27
EXPENDITURE					
Bishops Itchington Parish Council					
200	Salaries & Expenses	£32,847.00	£0.00	£33,552.84	-£705.84
210	Councillor Allowances	£500.00	£0.00	£500.00	£0.00
220	Administration	£13,540.00	£0.00	£10,860.83	£2,679.17
230	Grounds Maintenance	£28,100.00	£0.00	£23,615.42	£4,484.58
240	Cemetery & Churchyard	£5,369.00	£0.00	£8,300.00	-£2,931.00
250	Playing Field	£21,909.00	£0.00	£187,568.07	-£165,659.07
260	Grants	£10,000.00	£0.00	£6,218.68	£3,781.32
270	Neighbourhood Plan	£0.00	£0.00	£0.00	£0.00
280	Other Expenditure	£1,000.00	£0.00	£100.00	£900.00
290	VAT	£0.00	£0.00	£0.00	£0.00
300	Contingency	£0.00	£0.00	£0.00	£0.00
310	Parish Office	£5,530.00	£0.00	£5,321.67	£208.33
320	Pavilion Project	£0.00	£0.00	£0.00	£0.00
Total Bishops Itchington Parish Council		£118,795.00	£0.00	£276,037.51	-£157,242.51
Total Expenditure		£118,795.00	£0.00	£276,037.51	-£157,242.51
Total Income		£113,340.00	£0.00	£164,402.27	£51,062.27
Total Expenditure		£118,795.00	£0.00	£276,037.51	-£157,242.51
Total Net Balance		-£5,455.00	-£111,635.24		

APPENDIX B

Bishop's Itchington Parish Council				
Accounts Payable 8 April 2024				
To Whom Payable	Ref No	Ex Vat	Vat Payable	Totals
<i>Urgent accounts paid since last meeting requiring the formal approval of the council</i>				
E Biddle (office rent 01/04/24)	s/order	£ 440.00	£ -	£ 440.00
Three Business (mobile sim 25/03/24)	d/debit	£ 4.17	£ 0.83	£ 5.00
E.ON Next (pavilion electricity 19/03/24)	d/debit	£ 146.26	£ 7.31	£ 153.57
OneCom Ltd (Telephone/Broadband 28/03/24)	d/debit	£ 65.67	£ 13.13	£ 78.80
Bishops Short Mat Bowls Club (Community Grant)	240321	£ 1,057.00	£ -	£ 1,057.00
Unity Bank (Service Charge 31/03/24)		£ 26.70	£ -	£ 26.70
	Sub-total	£ 1,739.80	£ 17.03	£ 1,761.07
<i>Accounts for payment on 8 April 2024</i>				
J Kirton (Salary)	240401	£ 53.99	£ -	£ 53.99
V Powell (Salary)	240402	£ 129.52	£ -	£ 129.52
K Stevens (Salary)	240403	£ 1,635.75	£ -	£ 1,635.75
HMRC (PAYE)	240404	£ 457.12		£ 457.12
WCC Pension Fund (March)	240405	£ 533.98	£ -	£ 533.98
K Stevens (Expenses - Mobile Sim, Fire Extinguishers, Defib Pads)	240406	£ 115.82	£ 21.56	£ 137.38
Claranet (Corporate Domain Registration (April))	240407	£ 5.05	£ 1.01	£ 6.06
Edge IT Systems Ltd (set up new councillor accounts)	240408	£ 66.00	£ 13.20	£ 79.20
Light Media	240409	£ 90.00	£ 18.00	£ 108.00
Memorial Hall (CraftyCuppa Room Hire)	240410	£ 72.00		£ 72.00
PWC (Bus Shelter Cleaning - Invoice 208)	240411	£ 45.00	£ -	£ 45.00
PWC (Bus Shelter Cleaning - Invoice 211)	240412	£ 45.00	£ -	£ 45.00
SDC (Cemetery Rates)	240413	£1,022.95		£ 1,022.95
Thomas Fox Landscaping (Pathway clearing)	240414	£ 186.00	£ 37.20	£ 223.20
Thomas Fox Landscaping (Mowing)	240415	£ 826.47	£ 165.29	£ 991.76
WALC (Training)	240416	£ 60.00	£ 12.00	£ 72.00
	Sub-total	£ 5,344.65	£ 268.26	£ 5,612.91
	TOTAL	£ 7,084.45	£ 285.29	£ 7,373.98