

BISHOP'S ITCHINGTON PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting 3 July 2023

Present

Cllr Kettle (Chairman) Cllr Gates Cllr Thomas Cllr Tressler

Absent

6 Vacant seats

In Attendance

Karen Stevens - Clerk to the Council
Cllr Nigel Rock – District Councillor

Public

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23/115 Apologies:

None

23/116 Declarations of Interest:

None

23/117 Dispensations:

None.

23/118 Minutes:

It was **RESOLVED** to approve the minutes of the ordinary parish council held on 5 June 2023 as a true and complete record of that meeting. (Proposed Cllr Kettle, seconded Cllr Thomas, all in favour).

23/119 Public Forum:

Four residents advised that they were attending regarding the proposed reinstatement of the bollard on Central Dive.

One resident had come to the carnival and had spoken to a councillor regarding the re-introduction of the Scene and would be possibly interested in becoming involved and may also be interested in becoming a parish councillor.

Another gentleman is in attendance as he may wish to be co-opted onto the parish council.

Cllr Tressler explained that currently there are only four councillors out of a possible ten. This means if one councillor does not turn up, the parish council meeting would be inquorate and therefore the meeting would not be able to take place and if one person resigned there would not be a parish council.

We would like to co-opt people to the parish council at the next meeting. Interested parties were asked to provide a brief CV/summary to the clerk outlining who they are, where they live and why they would like to be on the parish council. They will then be invited to attend the next meeting where they would be asked to explain who they are and why they want to be on the parish council and then the councillors discuss the co-options in private then announce the decision.

23/120 Planning Matters:

23/01495/TEL28

Opposite Old Meadow View, Bishops Itchington – Fixed line broadband electronic communication apparatus.

This was for information only and no concerns were raised.

23/121 County and District Liaison:

SDC – Cllr Nigel Rock had circulated a brief report prior to the meeting. This included the following:

- The council administration changed following the elections in May and currently, they are getting to 'grips' with running the council and Cllr Nigel Rock is now deputy leader of Stratford District Council,
- Looking at letting out spare floor space at the council offices, Elizabeth House, to generate income,
- Looking at restoring the customer services terminals at various locations (including Southam Library),
- Looking at the possibility of putting solar panels on the roofs of council buildings,
- Re-introduction of 'free' parking permits for residents within SDC of pensionable age (cost of permit would be £50 per annum and would allow up to 4 hours free parking per day),
- Looking at joint planning policy with Warwick District Council. This would give economies of scale,
- New development at Upper Lighthorne/Gaydon and the provision of a doctor's surgery as part of the development. There has been a real problem with getting health services to participate in discussions,
- Numerous road closures associated with HS2 coming up over the summer,
- The Scene – Cllr Natalie Gist has had discussions with other parish councils to see if they would be able to help,
- CCTV for Playground – Cllr Natalie Gist has discussed this with SDC and there are criteria for the deployment of mobile CCTV cameras and permanent installations. Cllr Kettle advised that the interim CCTV manager at SDC lives in the village and is going to have a meeting with Cllrs Kettle and Rock/Gist to discuss in his experience as a resident of the village what we might be able to do,
- Cllr Tressler advised that the parish council had also raised the issue of crossroads on the Fosse Way where the temporary lights are and if there is any update as to when the works would be completed. Although this is county council project, there is a district council issue – county council are being delayed because to complete the works, piling operations must take place

and the immediate resident on the crossroads is concerned about the impact of piling on their property together with the noise impact of piling. A balance needs to be formed between the expediency of getting the works finished and the interim traffic lights, so we need to get the traffic lights project completed. It is currently running 6 weeks behind and part of this delay is because Environmental Health are saying a better solution to piling has got to be found. Cllr Rock was requested to take this up with Paul Reid on behalf of the parish council.

- Cllr Kettle asked what the estimated cost of the re-introduction of the 'free' pensioner parking permit would be and how is it going to be funded? Cllr Rock advised that when the parking permit was withdrawn, there was no perceptible change in the removal to increased revenue. The difference to the proposed new scheme is the annual fee has risen but the number of hours of free parking has reduced – this will be put out to public consultation. As the district council could not quantify a change when it was withdrawn, re-instating it would again not be quantifiable. Any person over the age of 66 living within SDC would be entitled to purchase a parking permit.

WCC – Cllr Kettle had circulated a report prior to the meeting and advised the following:

- Environmental Health issues with the piling operations at the roadworks on Fosse Way/Harbury crossroads have already been discussed,
- Road closures due to 'Dorothy' (HS2 Tunnel Boring Machine) moving from Ufton back to the M40 junction 12. The machine originally arrived in small parts that were assembled but they want to bring it back in the largest parts possible. An environmental survey has been undertaken but now a tree survey is required to enable this,
- New speed limit to be introduced in Fenny Compton between the Wharf Inn to beyond the entrance to the New Homes England,
- Flooding – a large flooding prevention scheme is being carried out in Fenny Compton. In heavy storms, the manhole covers get raised resulting in the doctor's surgery becoming flooded due to inadequate drains in the village.
- Hi Speed Broadband – still receiving numerous complaints including one in the village where the sub-contractors had dug up the footpath and then reinstated it so badly that it prevented a lady who uses a mobility scooter from leaving her house as she could not get her mobility scooter through. There are currently 13 companies laying cables across the county,
- Councillor Grant Fund – first application submission date has now passed. Four large applications have been received but nothing was submitted from the village. Following consideration of these applications, if there are any monies left there will be a second window of opportunity for community groups to submit bids.

23/122 Finance:

1 Monthly Financial Report for June 2023:

Due to the meeting being brought forward, the information required to formulate the report was not available.

2 Bank Reconciliation Report - June 2023:

Due to the meeting being brought forward, the information required to undertake the bank reconciliation had not been received.

3 Accounts for payment on 3 July 2023:

VAT returns are normally done annually but due to the large amounts of VAT being paid out for the play area and hard courts, a VAT request will be done as soon as the bills have been paid.

Funds of £63,482.50 need to be moved between accounts to enable the play area invoice to be paid – this was duly noted. Due to the amount involved it was agreed that the payment of this invoice should be approved separately.

It was **RESOLVED** to approve the payment of £149,739.99 plus VAT to Kompan for the play area works. (Proposed Cllr Kettle, seconded Cllr Thomas, all in favour).

It was **RESOLVED** to approve the Accounts Payable on 3 July 2023 (Appendix A). (Proposed Cllr Kettle, seconded Cllr Gates, all in favour). Cllrs Gates and Thomas agreed to authorise/process the payments.

23/123 Bishop's Itchington Carnival:

The carnival was a great success. With regards to the parish council stand, thanks were given to the clerk for putting the stand together and for attending on the day. There was a significant throughput that Cllrs Tressler and Thomas dealt with. There was emphasis on two major areas – shortage of parish councillors and the Scene. Questionnaires regarding the Scene that were completed need to be looked at and answers collated then followed up. A separate meeting will need to be set up to review the outcomes and to decide how we move forward with the Scene and how to promote it. The general feedback was that residents would like to see it back in some form.

23/124 Bollard – Central Drive:

The ownership of the land has been checked with the Localities Office from Warwickshire County Council (WCC) who confirmed that all the land outside any individuals garden is owned by WCC and not by any private individual. Improvements were made to the land to enable an individual resident to drive into their drive by dropping the kerb onto Ladbroke Road, but this does not transfer any ownership of the land – it was retained by the county council.

Concerns were raised by a resident that not having a bollard, lots of people were using that to access properties off the footpath. They therefore requested that the bollard be re-instated due to damage being caused. The Localities Officer has confirmed that this section of what is effectively a footpath, will be resurfaced shortly and the corner that has deteriorated with people cutting the corner will be repaired by the County Council – it may include some paving being put in to make sure people do not cut the corner and drop off the edge as, dropping off the edge is when the damage to the tarmac is done. The county council will repair but are not keen to reinstate the bollard.

It was **RESOLVED** to not reinstate the bollard leaving it open as has been the case for several years. (Proposed Cllr Kettle, seconded Cllr Tressler, all in favour).

23/125 Use of Playing Field by Scouts:

It was **RESOLVED** to approve the use of the playing field by the Scouts and Cubs on 6 July from 19:00hrs and 21:00hrs for an athletics session. (Proposed Cllr Kettle, seconded Cllr Tressler, all in favour).

23/126 Trees Call to Action:

Cllr Kettle has just attended the Heart of England Forest with a centre near Dorsington where the late philanthropist, Felix Dennis gave a large amount of land that he had planted up into an arboretum. This has been handed over to a charity called The Heart of England Forest and on the back of this the three districts (Stratford, Warwick, and Wychavon) have all signed up to supporting tree planting as part of climate change mitigation in part by parishes contacting landowners to see if they want to plant up land.

Following discussion, it was thought that we are in a rural area with significant tree coverage and although The Trees Call to Action Project is a great idea, it does not have a particular application in Bishop's Itchington and hence we will not take this forward.

23/127 Environment & Properties:

1. Children's Playground:

- Contractor has finished and snagging undertaken,
- A lot of ground was dug up and a lot of grass seed planted but this will take time to grow,
- Being well used by families in the village and from surrounding areas,
- Sunshade added to the gazebo,
- Two new waste bins have arrived and need to be installed,
- Signage – Clerk to obtain a quote for new signage.

2. Hard Courts:

- Work has commenced,
- Netball sockets – It was **RESOLVED** to ratify the decision made to pay an additional £840.00 plus VAT to instal two sets of netball sockets as part of the resurfacing scheme to allow the netball courts to be properly utilised. (Proposed Cllr Kettle, seconded Cllr Tressler, all in favour).

3. Cricket Wicket:

- Two quotes received – one for astroturf and the other is more traditional,
- There is a cricket group within the village that use the wicket and hardcourts,
- This would need to be funded from reserves,
- A third quotation is required - clerk to obtain an additional quote and a 'worst case quote',
- Clerk to speak to the cricket group regarding the quotes to find out what is the best quality for the people who will be using it,

4. Cemetery:

- i. Update on Chaple Windows:
 - The windows needing to be restored have been removed,
 - Perspex has been fitted to the frames in the interim,
 - Restoration work should take approximately 7 weeks to complete.
- ii. Moles:
 - We have received complaints that moles are active near some graves. Previously, the parish council has taken the stance to not undertake any form of pest control and therefore to leave the moles alone.
It was **RESOLVED** to maintain the policy of not to interfere with mole activity. (Proposed Cllr Gate, seconded Cllr Thomas, all in favour).

23/128 Reports and Questions:

- A suitable date is required for an extraordinary parish council meeting to discuss co-option and The Scene,
- A resident who lives on Knightcote Grange has asked whether there is an option to transfer management and local maintenance from the management company to the local council. Cllr Kettle advised that the answer is no, but he would check as this has been raised before when he was a district councillor,
- Request received to erect a handrail to the steps at the entrance to the churchyard as the steps are uneven and older members of the congregation find them hard to negotiate particularly in the winter. The clerk was advised to write to the PCC requesting that they put in a handrail on health and safety grounds,
- The documentation for the memorial hall is moving forward via the solicitors to get it to the stage that they can apply for charitable status.

23/129 Date of Next Meeting

The next meeting the ordinary meeting of the parish council will take place on Monday 4 September 2023 at 7.30pm at the Community Centre although there will be an extraordinary meeting to coopt parish councillors and discuss the future of the Scene.

Meeting closed at 20:58

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

APPENDIX A

Bishop's Itchington Parish Council					
Accounts Payable 3 July 2023					
To Whom Payable	Ref No	Ex Vat	Vat Payable	Totals	
Urgent accounts paid since last meeting requiring the formal approval of the council					
E Biddle (office rent 01/07/23)	s/order	£ 440.00	£ -	£ 440.00	
Three Business (mobile sim 22/06/23)	d/debit	£ 4.17	£ 0.83	£ 5.00	
E.ON Next (pavilion electricity 16/06/23)	d/debit	£ 43.43	£ 2.17	£ 45.60	
OneCom Ltd (Telephone/Broadband 30/06/23)	d/debit	£ 65.67	£ 13.13	£ 78.80	
J A Owen (re-purchase cremation plot)	230617	£25.00		£ 25.00	
Service Charge		£ 27.60		£ 27.60	
	Sub-total	£ 605.87	£ 17.03	£ 622.00	
Accounts for payment on 3 July 2023					
J Kirtan (Salary)	230701	£ 53.79	£ -	£ 53.99	
V Powell (Salary)	230702	£ 129.32	£ -	£ 129.32	
K Stevens (Salary)	230703	£ 1,539.60	£ -	£ 1,532.80	
HRMC (PAYE)	230704	£ 457.30		£ 457.30	
WCC Pension Fund (June)	230705	£ 508.44	£ -	£ 508.44	
Expenses (K Stevens - table, velcro, lollies, sun shade, stall prize, sim (May and June)	230706	£ 110.01	£ 16.29	£ 126.30	
Expenses (V Powell - Items to create base for water tank at cemetery)	230707	£ 141.54		£ 141.54	
Ark Stained Glass & Leaded Lights Ltd (interim payment for window restoration)	230708	£ 2,149.40	£ 429.94	£ 2,579.64	
Glasdon (2 x rubbish bins with fittings etc for playground)	230709	£ 551.81	£ 110.36	£ 662.17	
HAGS-SMP Ltd (inclusive swing and harnesses)	230710	£ 793.80	£ 158.76	£ 952.56	
Claranet (Corporate Domain Registration (June))	230711	£ 4.59	£ 0.92	£ 5.51	
Kompan Ltd (Playarea)	230712	£ 149,739.99	£ 29,947.99	£ 179,687.98	
Light Media (Web site hosting)	230713	£ 90.00	£ 18.00	£ 108.00	
PWC (Bus Shelter cleaning Ref 191/000181)	230714	£ 45.00		£ 45.00	
Pear Technology (Annual Maplink Technical Support & Updates)	230715	£ 90.00	£ 18.00	£ 108.00	
Russell Pike Media Ltd (posters, leaflets and banner with velcro)	230716	£ 405.00	£ 81.00	£ 486.00	
Stratford District Council (Printing of 2 maps)	230717	£ 6.92	£ -	£ 6.92	
Thomas Fox Landscaping (Mowing/Strimming)	230718	£ 2,135.53	£ 427.11	£ 2,562.64	
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