BISHOP'S ITCHINGTON PARISH COUNCIL

Minutes of the Meeting Held on 1 March 2010
St Michael's Church Hall at 7.30pm

Present:

Cllr Kettle, Chairman	Cllr Tagg-Wilkinson	Cllr Kanwar (from 7.35pm)
Cllr Whittaker	Cllr Maddison	Cllr Macaulay
Cllr Stevens (County)	Cllr Mann (District)	

Alison Biddle, Clerk to the Council

5 Members of the public

1. Apologies

Apologies were received and accepted from: Cllr Christian-Carter (sick), Cllr Harries (sick) and Cllr Robins (sick)

Apologies were also received from District Cllr Andrew Patrick.

2. Declarations of Interest

Cllr Tagg-Wilkinson declared a personal interest in item 7 "Planning" as the applicant is his neighbour.

3. Minutes

It was **RESOLVED** to accept the minutes of the meeting held on 1 February 2010 as a true and complete record of that meeting.

4. Public Forum

Affordable Housing

A member of the public asked for the latest update. The Clerk explained that WCC has been asked by the Rural Housing Enabler to re-examine the Station Road site to ascertain whether it would be possible to achieve a satisfactory level of visibility for an access road. The Parish Council is currently waiting for the results.

Bishop's Bowl Lakes

The new owner of the lakes introduced herself. She said they had bought the site purely for fishing and were keen to encourage the next generation of anglers and would also be improving disabled access to the site. They hope to involve themselves in the local community.

5. Clerk's Report

The Clerk suggested that it might be a good idea to set up a working party to review Standing Orders following the publication of the new model by NALC.

The mini motorbikes are a real problem at the Yellow Land. It was suggested that if people are bringing these by road, they may be committing an offence as they need tax and insurance to use the road. The police should be able to help with this. The Clerk was asked to contact the local farmer who

recently confronted a man with a mini motorbike in a field close to the Yellow Land to find out if he managed to identify the culprit as this man had just prior to this, tried to access the Yellow Land.

6. Police Matters

A complaint about parked cars has been received from a local resident who had a slight accident during the recent icy weather which could have been prevented if the owner of the vehicle had used his drive instead of the road. They have asked the Council to consider double yellow lines. This matter is to be discussed at the next Parish Council meeting. The Clerk has asked the police to visit the road concerned to check for illegal and inconsiderate parking. The complaint is to be forwarded to Cllr Stevens for the County Council's information.

7. Planning

Cllr Kanwar declared a personal interest in this item as the applicant is his neighbour.
To consider the following planning applications:

1. 10/00201/FUL
Erection of single storey extension to front and side elevations
Ivy Cottage
1 High Street

It was **RESOLVED** to make no representations and no comments.

8. Bishop's Itchington Community Project

Work has already begun on re-wiring the building. Three quotes were obtained and the cheapest option was selected. The Committee had applied for funding from other sources but this has been unsuccessful. It was **RESOLVED** to cover the cost of the electrical works subject to a maximum of £1,666.89 as per the quotation received.

9. Finance

1. Monthly Financial Report

There were no questions.

2. Accounts Payable

All cheques were noted as per the schedule and they were passed for signing.

3. Internal Audit Report

The auditor has noted that although the bank reconciliation is carried out regularly by the Clerk, it is not checked by anyone. Cllr Kettle and the Clerk will consider the best method of addressing this.

Mrs Heatley was thanked for taking on the role of internal auditor.

4. Review of Effectiveness of Internal Audit

The Council was satisfied that current procedures are satisfactory and that there was no need to change anything.

10. Review of Play Area Inspection Report

The Council had read the report and was satisfied that there was nothing requiring immediate action. The Properties Group was asked to review the report and make a recommendation to the full Council in due course.

11. Bus Shelter

The Clerk was asked to include this in the report for Scene, and to ask members of the public to contact the Council with their views.

12. Website Links

The Clerk has advised that the Parish Council should remain impartial. This view is supported by advice from WALC. It was therefore agreed not to take this any further at the moment.

13. Best Village Competition

Cllr Tagg-Wilkinson volunteered to enter the competition on behalf of the Parish Council.

14. Information from District and County Councillors

- The District Council portion of the Council Tax will increase by 1.5% next year
- A joint working group has been set up to investigate the joint management of the County Council and District Council
- There is to be a new bus service on a Friday evening costing just £2.00 return to Leamington and Stratford from 1 April.
- WCC will be increasing their share of the Council Tax to 2.4%.
- Once the date for the General Election is announced, there will be no further changes at WCC until after the election.

15. Correspondence

All items of correspondence were noted as per the list.

It was agreed that in view of the decreasing amount of correspondence received in recent months, owing to the fact that most communications are now sent by email, that this item should be removed from future agendas.

It was also agreed that in future the Clerk should sift emails for forwarding to members of the Council to remove any superfluous and/ or irrelevant correspondence.

16. Accounts Payable

It was **RESOLVED** to authorise the accounts payable.

17. Reports and Questions

- There is no news yet on the outcome of the planning appeal in respect of the meteorological mast.
- In view of the applications for Lawful Development Certificates in respect of the Bishops Bowl Lakes received today, it was agreed that a full Council meeting would be held on 8 March at 7.30pm to consider this matter.

The meeting closed at 9.10pm

Signed……..Chairman

Date……..

Bishop's Itchington Parish Council **APPENDIX A**

Accounts Paid Since Last PC Meeting

British Telecom (Phone)	D/debit	£	98.10	£	16.69			£	114.79

Accounts Payable 1 March 2010

To Whom Payable	Cheque No	Excluding Vat		Vat Payable		Yellow Land		Totals	
Staff salaries	2185	£	912.90					£	912.90
Staff salaries	2186	£	948.91			£	948.91	£	948.91
Staff salaries	2187	£	249.91					£	249.91
Staff salaries	2188	£	58.50					£	58.50
Staff salaries	2189	£	34.73					£	34.73
HMRC (PAYE)	2190	£	520.43			£	279.31	£	520.43
WCC (LGPS)	2191	£	261.21					£	261.21
Viking Direct	2192	£	78.24	£	6.87			£	85.11
Tom Rodgers (woodchipper)	2193	£	250.00			£	250.00	£	250.00
W Handy (Expenses)	2194	£	12.47					£	12.47
C Redstall (Expenses)	2195	£	36.89			£	36.89	£	36.89
Pam Reason (flower bulbs)	2196	£	38.80					£	38.80
C Bradley (audio equipment hire)	2197	£	97.00			£	97.00	£	97.00
St Michael's Church (room hire)	2198	£	110.00			£	15.00	£	110.00
WCC (woodchipping)	2199	£	30.00			£	30.00	£	30.00
M Slater (Chainsaw fuel)	2200	£	40.64			£	40.64	£	40.64
Satyrium (scrub clearance)	2201	£	520.00			£	520.00	£	520.00
T Batchelor (Grounds maint'ce Jan &	2202	£	350.00					£	350.00
C Bradley (oral history t/course)	2203	£	200.00			£	200.00	£	200.00
Southam Office Supplies (sundries)	2204	£	7.44	£	1.30	£	8.74	£	8.74
WALC (Standing Orders)	2205	£	25.00					£	25.00
WALC (Annual Seminar)	2206	£	35.00					£	35.00
								£	-
								£	-
								£	-
								£	-
								£	-
								£	-
								£	-
								£	-
								£	-
								£	-
	TOTALS	**£**	**4,818.07**	**£**	**8.17**	**£**	**2,426.49**	**£**	**4,826.24**

Bishops Itchington Parish Council
APPENDIX B
Monthly report

Feb-10	This month			Year to date		
	Actual	Budget	Variance	Actual	Budget	Variance
11	£'s	£'s	£'s	£'s	£'s	£'s
APPENDIX B						
Budget Heading						
			-			-
Salaries & expenses	1,575.66	1,817.92	(242.26)	20,351.98	21,108.90	(756.92)
Administration	266.09	371.69	(105.60)	6,844.96	7,942.12	(1,097.16)
Grasscutting & estate works	2,126.53	697.99	1,428.54	16,367.84	16,336.47	31.37
Section 137	-	-	-	16.00	-	16.00
Cemetery & churchyard	-	201.02	(201.02)	8,714.04	6,899.24	1,814.80
Pavilion & playing field	-	473.17	(473.17)	5,990.12	7,597.83	(1,607.71)
Memorial Hall	-	-	-	3,380.00	-	3,380.00
Other expenditure	-	-	-	3,611.18	250.00	3,361.18
VAT payments	-	-	-	1,182.33	-	1,182.33
Contingency	77	-	76.73	-	-	-
Transfers	-	-	-	-	-	-
Total Expenditure	4,045.01	3,561.78	483.23	66,458.45	60,134.57	6,323.88
Income						
Precept	-	-	-	62,500.00	62,500.00	-
Burials	-	179.17	(179.17)	1,977.00	1,970.83	6.17
Reimbursements	472.50	85.83	386.67	1,566.55	944.17	622.38
Playing field	1,566.55	2.48	1,564.08	31.01	27.23	3.79
Interest	-	209.98	(209.98)	777.56	2,309.83	(1,532.27)
P3 Grant	79.83	-	79.83	24,895.50	-	24,895.50
Other grants	245.50	-	245.50	-	-	-
Closing of B Gate fund	-	-	-	1,203.92	-	1,203.92
VAT refund	1,203.92	-	1,203.92	-	-	-
Total income	3,568.30	477.46	3,090.84	92,951.54	67,752.06	25,199.48
Surplus deficit	(476.71)	(3,084.33)	2,607.62	26,493.09	7,617.49	18,875.60