

## **BISHOP'S ITCHINGTON PARISH COUNCIL**

### **Minutes of the meeting held on 7 March 2011 St Michael's Church Hall at 7.30pm**

#### **Present:**

Cllr Kettle, Chairman  
Cllr Kanwar

Cllr Whittaker  
Cllr Tagg-Wilkinson

Cllr Heatley  
Cllr Maddison

Cllr Macaulay  
Cllr Christian-Carter

Cllr Stevens (County)  
Cllr Mann (District)

Alison Biddle, Clerk to the Council  
Chris Redstall, Yellow Land Project Officer

8 Members of the public

#### **1. Apologies**

Apologies were received from Cllr Wheeler (hospital)

#### **2. Declarations of Interest**

There were no declarations of interest.

#### **3. Minutes**

It was **RESOLVED** to accept the minutes of the meeting held on 7 February 2011 as a true and complete record of that meeting.

#### **4. Review of Yellow Land Project**

Chris Redstall gave a brief overview of the project which formally ends this month. A Friends of the Yellow Land group has been set up to help care for and maintain the site in future. It currently has about 25 members and will be co-ordinated by Pam Reason. Mr Redstall also showed the council some of the learning resources he has produced.

The chairman thanked Mr Redstall for all his hard work over the last 18 months. Mr Redstall was presented with a framed picture of the Yellow Land as a token of the council's appreciation.

#### **5. Public Forum**

The chairman opened the public session by explaining that in future a more formal procedure than had been used previously would be followed in order to keep the meeting on track while dealing with contentious and emotive issues. In line with this, members of the public would be welcome to remain after the public forum had ended, and listen to the rest of the meeting but would not be allowed to interrupt the parish council's debate on any item.

A member of the public asked why the minutes of the last meeting were not published in Scene. The clerk explained that the report she sends to Scene is a news report and not the minutes of the meeting. She includes items which she thinks will be of interest and which need to be reported and it doesn't necessarily cover matters which have been discussed at the council meeting.

With regard to the recent consultation on affordable housing, one person asked whether the council would be bound by the result of the survey i.e. whether it would support the site which received the most votes? The chairman responded that the decision would be for the whole parish council based

on the information provided by the consultation and previous surveys, after taking into account the various concerns raised by members of the public.

## **6. Police Matters**

The monthly newsletter sent out by the local police no longer seems to be so regular. Cllr Christian-Carter, who is a neighbourhood watch co-ordinator, also reported that she no longer receives a regular crime list. If NHW is to work properly, this information is required. The clerk was asked to contact SNT to find out what had happened to these communications.

The clerk has received reports of 2 incidents in the last week which have also been reported to the police.

Concerns were raised about speeding in Ladbrooke Road and Plough Lane and along the B4451 towards the M40. The police need registration numbers to follow up individual cases.

## **7. Clerk's Report**

The clerk reported that the top bar on the aerial runway had been broken in half by persons unknown exerting considerable force on it. This has now been replaced at a cost of £300.

The clerk has received information relating to the recent vehicle damage to the spinney fence at the cemetery and has contacted the person concerned asking them to cover the cost of the repair.

## **8. Planning Matters**

### **1. Draft Core Strategy Consultation Workshop**

Cllr Kettle and Cllr Tagg-Wilkinson volunteered to attend the workshop at Harbury on 1 April 2011. The clerk will try to find out more specific details about what is to be discussed. In the meantime members were asked to email the clerk with their specific concerns so that she can put together a comprehensive list. Members of the public were also asked to let the clerk know, if they were aware of any specific issues under the existing Local Plan. The 3 most relevant areas to consider are the Gaydon site, the former Harbury Cement Works and Southam Cement Works (Long Itchington). It was also noted that Bishop's Itchington has previously been identified as a local service village.

## **9. Affordable Housing**

### **1. Questions raised by members of the public**

A number of questions had been raised by a member of the public following the last meeting, which were covered as follows:

#### **i. Integrity of the questions contained in the questionnaire**

Cllr Whittaker and Cllr Christian-Carter both expressed concern, again, about the fact that the option of "no build" was not included.

There are concerns that it is possible for the number of adults in a household to be falsified. It had been decided at the time the questionnaires were designed that they should be completed anonymously. The questionnaires were however all numbered so that any "extra" ones could be identified if necessary. Unfortunately, a number of spare copies of Scene, including questionnaires, had been left at local shops, and these could potentially have been used for extra votes. The number of spare copies available could be easily checked. It is also known which batch of questionnaires was given to each deliverer. However, the point was made that any attempts to identify individual households at this stage would be unethical as they were issued on the understanding that they would be completed anonymously. It was

therefore agreed to share these concerns with the person appointed to analyse the returns so that appropriate checks and balances could be put in place to identify any possible flaws.

ii. Chosen Method of Delivery

The Scene is the established method of delivery for village consultations. It is a very cost effective method and while there is a possibility that a few people may not receive their copy of Scene, there is no evidence of large scale failure to deliver. This is not a formal parish poll, but an exercise to inform the parish council of the general feeling of local residents.

iii. Costs Involved

It is estimated that to organise a formal survey of the kind suggested by some members of the public, would have cost from £1500 to £3,400 as opposed to £195 spent to date.

One other concern raised was the lack of detail shown on the plan for Site B included in the questionnaire. This plan was drawn up at very short notice so that it could be included. In contrast, the plan for Site A had been prepared some time ago when it was proposed that this site should be the one to take forward. It therefore contained far more detail as it had been drawn up for public consultation at that time. It is simply not feasible to draw up fully detailed plans for both sites at this stage as the costs would be excessive and there are only limited resources.

A final point made was whether it would be prudent to defer any recommendation regarding the site until the full impact of the Government's new national planning policy is made clear and the effect that this may have on the Local Development Plan (soon to be replaced by the Local Development Framework).

Having considered all the concerns raised, it was **RESOLVED**, by a majority of 6 in favour with 2 abstentions, to continue the process of analysing the questionnaire and using that information to help the council make a decision on which location to support.

2. Appointment of independent person to analyse questionnaire results

It was **RESOLVED** to appoint Green Chameleon to carry out an analysis and produce a report. All the questionnaires are to be handed to Green Chameleon who will be asked to retain them until further notice. They will count the votes in favour of each site, extrapolate the comments and apply further data analysis to test for any irregularities. The clerk will advise them of the concerns raised.

3. Response to possible development site in Chapel Street

It was noted that a previous planning application for development in Chapel Street had been turned down as there were concerns about access and the amount of traffic in a narrow and congested village road. On this basis, the council did not feel able to pursue this proposal.

## 10. Finance

1. **Monthly Financial Report**

There were no questions.

2. **Accounts Payable**

Cllr Kettle declared an interest in the cheque for the chairman's allowance. The clerk explained that the cheque in respect of the children's books (Yellow Land Project) had already been signed and sent as payment was required before the books could be collected. The rest of the accounts were examined and passed for signing.

## **11. Consultations**

A working party, consisting of Cllr Heatley, Cllr Whittaker and Cllr Kanwar, was appointed to consider the council's response to the following consultations issued by the DCLG.

1. Community Right to Challenge
2. Community Right to Buy

Both require a response by 3 May 2011 so the working party will report back at the next meeting on 4 April.

*Cllr Tagg-Wilkinson left the room for 5 minutes during this item.*

## **12. Community Forum 16 March 2011**

Cllr Heatley volunteered to attend this meeting.

## **13. County & District Information**

Cllr Mann was thanked for the written report she had submitted before the meeting which was helpful. It was noted that SDC has set aside an amount of money for HS2. This might be used to fund research and may not be used at all.

Cllr Stevens reported that the Localities Bill is still going through the committee stage. There were no questions for him.

It was noted that District Cllr Tongue was absent again. No one knew where he was.

## **14. Annual Village Meeting**

It was agreed to try and vary the format a little this year. Local organisations will be asked to submit a short written report prior to the meeting which the clerk will collate and publish in one document. They will also be asked if they would like to provide a visual display. Would they like to suggest what they would like to do next year? The clerk has already arranged a guest speaker from Parliamentary Outreach and as no one had any alternative suggestions, it was agreed that this should go ahead. The clerk will also check to see what the legal requirements are for this meeting.

## **15. Royal Wedding**

It was noted that the carnival committee is already organising a street party. It was suggested that perhaps the council could provide a new bench for the village. This item is to be discussed further at the next meeting.

## **16. Accounts Payable**

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

## **17. Reports and Questions**

- There are some fallen tree branches in the hedgerow in Ladbroke Road which need clearing. Also, some of the trees on the green verge behind the hedge in Ladbroke Road need attention.
- The fir trees around the sub-station next to Rupert Kettle Drive have grown very large and need trimming. These are the responsibility of the electricity company.
- Cllr Heatley will email his report of the WALC annual briefing day he recently attended
- The rubbish at the property in Chapel Street is increasing. This has already been reported to SDC but the clerk will follow it up again. It might be appropriate to contact the Environment Agency.

- The clerk has been told that it will be approx 12 weeks before the bin outside the primary school is replaced.
- Some of the greens have been damaged by vehicles. The clerk will write to the housing association and put a notice in Scene.
- The planning inspector visited the met mast site on 17 February accompanied by Cllr Kettle and a number of local residents. He was planning to return again at a later date to view the site on his own.

**18. Confidential Items**

**1. Insurance Claim**

There is nothing further to report at the moment.

**2. Churchyard Trees**

It was agreed by a majority of 6 to 2 with one abstention, that the ash tree is felled. Before a decision is made as to the contractor to be appointed, the clerk was asked to find out whether it would be possible to keep the trunk so that a bench could be made from it, and how much this would cost.

**3. Renewal of Community Centre Lease**

The clerk will obtain a further quote for this work as it is felt the current proposed fee is too high.

The meeting closed at 10.10pm

Signed.....Chairman

Date.....



**Bishops Itchington Parish Council**  
Summary spend v budget by month  
Appendix B

Feb-11 11	This month			Year to date		
	Actual £'s	Budget £'s	Variance £'s	Actual £'s	Budget £'s	Variance £'s
<b>Budget Heading</b>						
Salaries & expenses	1,920.95	2,250.45	( 329.50)	21,605.74	24,755.00	( 3,149.26)
Administration	409.22	420.49	( 11.27)	10,829.69	9,391.16	1,438.53
Grasscutting & estate work	35.00	661.19	( 626.19)	4,344.00	7,273.09	( 2,929.09)
Cemetery & churchyard	186.60	186.70	( 0.10)	6,437.43	7,571.42	( 1,133.99)
Pavilion & playing field	284.00	318.87	( 34.87)	5,423.56	6,168.04	( 744.48)
Yellow Land	2,023.91	3,715.52	( 1,691.61)	32,699.06	40,870.68	( 8,171.62)
Community Group	-	166.67	( 166.67)	2,000.00	1,833.33	166.67
Memorial Hall	-	100.42	( 100.42)	80.00	1,104.58	( 1,024.58)
Other grants	-	-	-	958.00	6,250.00	( 5,292.00)
Section 137	-	-	-	5,016.50	36.90	4,979.60
Other Expenditure	-	40.00	( 40.00)	156.00	440.00	( 284.00)
VAT payments	110.80	-	110.80	2,733.84	-	2,733.84
Contingency	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
<b>Total Expenditure</b>	4,970.48	7,860.31	( 2,889.83)	92,283.82	#####	#####
<b>Income</b>	473.78	1,813.79	( 1,340.01)	93,586.83	94,863.72	( 1,276.89)
<b>Surplus deficit</b>	( 4,496.70)	( 6,046.51)	1,549.81	1,303.01	( 10,830.49)	12,133.50
Balance brought forward	40,118.92	29,535.23	10,583.69	34,319.21	34,319.21	-
Balance carried forward	35,622.22	23,488.72	12,133.50	35,622.22	23,488.72	12,133.50