

BISHOP'S ITCHINGTON PARISH COUNCIL

**Minutes of the meeting held on 4 April 2011
St Michael's Church Hall at 7.30pm**

Present:

Cllr Kettle, Chairman
Cllr Wheeler

Cllr Heatley
Cllr Tagg-Wilkinson

Cllr Macaulay
Cllr Christian-Carter

Cllr Stevens (County)
Cllr Mann (District)

Alison Biddle, Clerk to the Council

6 Members of the public

1. Apologies

Apologies were received from Cllr Whittaker (sick); Cllr Maddison (sick); Cllr Kanwar (sick)

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 March 2011 as a true and complete record of that meeting.

4. Public Forum

There were requests from members of the public for updates on the windfarm and affordable housing which were given by the chairman as follows:

- **Windfarm**
The recent appeal by Broadview Energy was upheld which means that Broadview can now go ahead and erect the meteorological mast with bird deflectors. This was a disappointing result and goes against SDC's and the previous planning inspector's decisions. The mast will be far more visible than under the previous planning application owing to the bird deflectors and it will also be closer to the wetland area.
- **Affordable Housing**
The concerns raised regarding the questionnaires were debated in full at the last parish council meeting and it was decided by a majority vote that the results of the survey would be analysed and made available in due course. The work is to be carried out by an independent company and it is hoped that they will be received in time for the May parish council meeting.

5. Police Matters

A member of the public reported a vehicle they had seen in Knightcote Bottoms which they felt was suspicious. The details were noted by the clerk who will pass the information on to the police.

6. Clerk's Report

There were no questions.

7. Planning Matters

1. 11/00525/FUL

Change of use of hair salon (Use Class A1) to car sales showroom (sui generis) together with associated external alterations to building.

Bishop's Cross Garage
19, Gaydon Road

It was **RESOLVED** to make no representations or comments on this application.

8. Finance

1. Monthly Financial Report

The council needs to decide on the reserves to be carried forward to 2011/12. It was agreed that the clerk and chairman would discuss and put the figures forward for approval at the next meeting. The bank statement for the end of March has not yet been received and the end of year financial statements cannot be prepared without this information. It was also noted that there are still some outstanding invoices in connection with the Yellow Land Project.

2. Accounts Payable

The accounts payable were examined and there were no questions. The cheques were passed for signing.

3. Internal Auditor's Report

The report had been received. There were a couple of minor recommendations which it was agreed to implement. The auditor had done a very good job and had followed the terms of reference exactly. The clerk was congratulated on the exemplary fashion with which she keeps the accounts.

4. Review of Effectiveness of Internal Audit

It was agreed that the finance working party would review and report back at the next meeting.

5. Review of Financial Risk Assessment

It was agreed that the finance working party would review the risk assessment and report back at the next meeting.

9. Scowcroft Drive Field Path

WCC has advised that owing to budget cuts it will not be able to finance the surfacing of this path. However, they have suggested that they might be able to share the cost of materials with the parish council and perhaps the work could be carried out by community service. The clerk will discuss this further with Richard Barnard who is the area officer.

10. Consultations

- 1.1 Community Right to Challenge; it was **RESOLVED** to accept the recommendations of the working party and to respond accordingly.
- 1.2 Community Right to Buy; it was **RESOLVED** to accept the recommendations of the working party and to respond accordingly.
2. Waste Core Strategy; Cllr Wheeler volunteered to look at this more closely and report back at the next meeting.
3. Libraries- Facing the Challenge; Cllr Macaulay volunteered to examine this and report back at the next meeting.

11. Organisation of Working Groups

It was agreed that a working group would meet to discuss the current structure and consider ways in which it might be improved. They will put forward their recommendations for approval at the annual meeting of the parish council.

12. County & District Information

Cllr Mann had submitted a written report prior to the meeting. She was asked about the grant which SDC had given to BICP for a new boiler. It was noted that the boiler had to be replaced and that the grant was not a concern of the parish council.

Cllr Stevens reported that

- 17 schools in Warwickshire are considering becoming academies
- The NHS is waiting for any revisions to the Bill
- WCC has lost a lot of staff following the budget cuts and morale is not high

13. Royal Wedding

The possibility of making a bench from the ash tree to be felled in the churchyard had been discussed at the previous meeting. Further discussion was deferred until Item 16 "Confidential Items" as it involved the appointment of a contractor after consideration of their quotes.

14. Accounts Payable

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

15. Reports and Questions

- The cemetery manager would like to hear of any local firms who might be able to quote for resurfacing the cemetery path
- Could we consider organising an action group to investigate ways of improving our local broadband service? This is to be put in Scene and on the agenda at a future meeting.
- The clerk has confirmed that the overgrown hedge, blocked ditch and conifers surrounding the substation on the green in Ladbroke Road are all the responsibility of the parish council. She will obtain a quote for carrying out this work later in the year when the nesting season is over.
- Cllr Kettle and Cllr Tagg-Wilkinson have attended the core strategy workshop. This should be a bottom up process but has been designed under the Regional Spatial Strategy which is a top down methodology. Other points to come out of the work shop included the need to update the parish plan, the need for a neighbourhood plan and the fact that the community forum will be used as source of information for the core strategy document.
- Deep concern was expressed that the community forum, which is an unelected body staffed by officers should have the power to spend money. This is undemocratic and top down and flies in the face of current Government policy.

16. Confidential Items

Members of the public were excluded under Section 100A of the Local Government Act 1972 in view of the confidential nature of the business transacted, as follows:

1. Insurance Claim

There is nothing further to report at the moment.

2. Churchyard Tree

It was **RESOLVED** to appoint Tim Batchelor to fell the ash tree. It was **RESOLVED** to appoint Dan Britton to make the bench form the trunk of the ash tree.

3. Renewal of Community Centre Lease

The clerk has asked been in communication with Follett's about the terms of the renewal lease and is currently waiting for their reply.

The meeting closed at 9.50pm

Signed.....Chairman

Date.....

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

Mar-11 12	This month				Year to date		
	Actual £'s	Budget £'s	Variance £'s		Actual £'s	Budget £'s	Variance £'s
Budget Heading							
Salaries & expenses	2,170.95	2,250.45	(79.50)		23,776.69	27,005.45	(3,228.76)
Administration	1,029.56	6,999.58	(5,970.02)		11,859.25	16,390.74	(4,531.49)
Grasscutting & estate work	-	661.19	(661.19)		4,344.00	7,934.28	(3,590.28)
Cemetery & churchyard	175.49	186.70	(11.21)		6,612.92	7,758.12	(1,145.20)
Pavilion & playing field	300.00	318.87	(18.87)		5,723.56	6,486.91	(763.35)
Yellow Land	3,930.15	3,715.52	214.63		36,629.21	44,586.20	(7,956.99)
Community Group	-	166.67	(166.67)		2,000.00	2,000.00	-
Memorial Hall	-	100.42	(100.42)		80.00	1,205.00	(1,125.00)
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	480.00	(324.00)
VAT payments	241.95	-	241.95		2,975.79	-	2,975.79
Contingency	-	-	-		-	-	-
Transfers	-	-	-		-	-	-
Total Expenditure	7,848.10	14,439.40	(6,591.30)		100,131.92	120,133.61	(20,001.69)
Income	79.09	313.79	(234.70)		93,665.92	95,177.51	(1,511.59)
Surplus deficit	(7,769.01)	(14,125.61)	6,356.60		(6,466.00)	(24,956.10)	18,490.10
Balance brought forward	35,622.22	23,488.72	12,133.50		34,319.21	34,319.21	-
Balance carried forward	27,853.21	9,363.11	18,490.10		27,853.21	9,363.11	18,490.10