

BISHOP'S ITCHINGTON PARISH COUNCIL

**Minutes of the meeting held on 3 October 2011
St Michael's Church Hall at 7.30pm**

Parish Councillors Present:

Cllr Kettle, Chairman
Cllr Tagg-Wilkinson
Cllr Heatley

Cllr Whittaker
Cllr Christian-Carter

Cllr Kanwar
Cllr Macaulay

In Attendance

Cllr Stevens (County)
Cllr Mann (District)
Cllr Hamburger (District)

Alison Biddle, Clerk to the Council

Phil Ward, Rural Housing Enabler
Neil Gilliver, Warwickshire Rural Housing

PCSO Claire Murray
PCSO Matt Hodgetts

Members of the public: 19

1. Apologies

Apologies were received as follows:

Cllr Maddison (sick); Cllr Wheeler (working)

2. Declarations of Interest

None declared.

3. Minutes

It was **RESOLVED** to accept the minutes of the parish council meeting held on 5 September 2011 as a true and complete record of that meeting.

4. Public Forum

There were no matters raised other than those items on the agenda which the chairman decided to deal with as each item was discussed.

As the police were present and so as not to delay them, the chairman changed the order of the agenda as follows:

5. Police Matters

- There is concern about the amount of speeding traffic through the village. PCSO Matt Hodgetts will carry out a speed check.
- Cllr Kettle had attended the recent SNT and Community Forum meetings at which the need for good communications was discussed at length
- The police will be holding surgeries in local villages. The Bishop's Itchington surgery will be held at the Co-op once a month.
- The police are aware of the current problems with youths on the playing field/children's play area. They have spoken to them and will continue to patrol the area.
- Cllr Hamburger pointed out that the police are very short staffed and they need everyone to help them.

6. Bishop's Itchington Post Office

The chairman welcomed the new owner of the post office to the village.

7. Clerk's Report

- The clerk has received a response to her letter to Jaguar Land Rover. They will remind their workforce to observe the 30 mph speed limit through the village.
- There is still no news regarding the RBL lease renewal.

8. Affordable Housing

The Homes and Communities Agency has decided not to fund any affordable housing schemes in the Stratford area until at least 2015 which means that the scheme previously proposed in Bishop's Itchington is no longer viable. However, a solution may be provided by including local market housing which would subsidise the cost of providing affordable housing. It will only be possible to include local market housing if it can be shown that a need for such housing exists. The way to do this would be by carrying out another housing survey which would particularly examine the need for local market housing. Previous housing surveys have looked predominantly at the need for affordable housing.

Local market housing would initially be restricted to purchase by people with a strong connection to Bishop's Itchington, in the same way as affordable housing would also be restricted to those with a local connection. However, if after 3 months, they have not been bought by local people, they can be offered for sale on the open market. This mixed tenure type of scheme is permitted under SDC's current housing policy.

The parish council **RESOLVED** to support a new housing survey to establish whether or not there is a need for local market housing with the proviso that the parish council is involved in the drafting of the questionnaire. The Rural Housing Enabler agreed to produce a draft survey for consideration by the parish council. It will not be possible to say how many houses would be included in a mixed tenure scheme until the survey has been completed.

9. Planning Matters

1. 11/01140/FUL (Amendment) – 35, Station Road

The following amendments have been made to the application:

- Side extension reduced by 450mm to allow for a set down and set back of the new roof level
- Garage and access omitted from scheme
- Rear porch added to the site plan and red line corrected.

It was **RESOLVED** to object to the application on the same grounds as previously stated apart from the 3 points which have been resolved following the above amendment. Local residents, who do not appear to have been notified of the amendment, still object to the application. SDC is to be informed of this.

10. Parish Close Public Open Space.

Following a request from the parish council at last month's meeting, Mr and Mrs Parkin have consulted with their neighbours in Parrish Close by writing a letter to them explaining their proposal and their reasons. Only 2 responses have been received; 1 for and 1 against the proposal.

A detailed discussion followed in which it became clear that the space is used by other residents of Knighcote Grange in general, not just those who live in Parrish Close.

Cllr Tagg-Wilkinson proposed additional planting to fill the area currently being used as a goal.

A counter proposal was put forward by Cllr Kettle that as nothing can be planted for the next few weeks, owing to the very dry ground, that a decision is deferred until the next parish council meeting and that in the meantime a meeting of residents is held to agree a suitable scheme.

The original proposal was withdrawn, and it was subsequently agreed that Cllr Tagg-Wilkinson and the clerk would organise a meeting for all residents of Knightcote Grange to consider the issue further and agree on what action should be taken.

11. Knightcote Grange Public Open Space

Local residents have put forward their proposals in a letter to the council which has been circulated to all members.

It was agreed that the current layout should be retained, that the bark chippings should be removed and the whole area weeded and replanted where necessary to bring it back into line with the original planting scheme. Particular concern was expressed about the way in which some of the shrubs had been cut back which had left unsightly and potentially dangerous jagged edges. The clerk will ask the contractor to address these issues as soon as possible.

12. Queen's Diamond Jubilee 2012

1. Grant Request by Carnival Committee

An initial estimate of the cost of providing children's entertainment and a souvenir mug for each child is around £2,000. The council agreed in principle to support the event but the exact amount will need to be finalised at the forthcoming budget meeting to be held in November.

2. Nomination of Councillors to Committee

It is proposed to set up a sub-committee with ideally, 2 representatives from every village organisation. Cllr Tagg-Wilkinson volunteered to represent the parish council.

13. Finance Report

1. Monthly Financial Report

There were no questions.

2. Accounts Payable

There were no questions and the cheques were passed to Cllr Macaulay for checking and signing.

14. Grounds Maintenance

1. New Draft Contract

It was **RESOLVED** to approve the new terms and conditions and adopt the new draft contract. It was noted that prospective contractors would be invited to quote for all or some of the areas outlined in the contract. A supplementary document is to be prepared setting the standards required.

2. Chestnut Tree, Rupert Kettle Drive

The tree surgeon has advised that any pruning would be detrimental to the tree and would not solve the problem of conkers falling on the resident's property. It was therefore **RESOLVED** not to take any further action.

15. Litter, Playing Field

1. Current Problems

There is a very bad problem with litter at the moment which appears to be mainly caused by youths. The same youths seem to have taken over the play area with the result that parents with young children are staying away.

There is a CCTV camera but dates and times are needed before the footage can be searched and possible culprits identified. Members of the public were asked to help by providing this information.

A number of suggestions were made which included:

- Placing recycling bins on site
- Making the playing field an alcohol free zone
- An annual community litter pick

The clerk will research the idea of an alcohol free zone. This is particularly relevant as some young people have been seen with alcohol bought from a local shop which they took to the playing field.

2. Verdant Vehicle Access

The council was concerned that if Verdant were allowed vehicle access it would result in damage to the pitch. It was therefore agreed that access should not be allowed. The clerk advised that this may mean that the bins are no longer emptied. The council will await Verdant's response.

3. Additional Litter Bin

It was agreed to postpone a decision on this until Verdant's response to 15.2 above is received.

16. Public Footpath SM85

Despite a number of letters and phone calls to the landowner, no progress has been made. It was agreed that Cllr Kettle and District Cllr Mann would try to visit the landowner.

17. County and District Liaison

1. Exchange of County and District Information

- SDC is beginning to look seriously at the issue of windfarms owing to the number that are being proposed in this area.
- The police are going into school to talk about road safety
- The library consultation is now finished. Eleven out of the sixteen to be closed, will be offered to the community to run for themselves with the help of a grant.
- As more schools apply to become academies, there is to be a consultation on how the local authority will manage with fewer schools to run.
- This month is the last chance in this year's budget to request any road safety improvements
- The youth clubs consultation has finished. Responsibility for Southam Youth Club will be transferred to the Graham Adams Centre.

Cllr Macaulay left the room for 5 minutes at this point.

2. Feedback from Community Forum

Cllr Heatley gave a brief report on the latest CF meeting which he had attended with Cllr Kettle. A number of issues were raised but the importance of good communications with the police was highlighted.

Following on from the CF meeting, Cllr Kettle and District Cllr Hamburger had met with District Cllr Chris Saint who is the chairman of the district council and also a county councillor. They had discussed with him their concerns about the way in which the CF operates, the lack of minutes and transparency. Cllr Saint is going to follow this up to see if things can be improved.

Cllr Christian-Carter gave her apologies and left the meeting at this point.

3. Meeting with WCC to Discuss Community Forum

It was agreed that this meeting should still go ahead on Monday, 24 October 2011 at 7.30pm.

18. Consultations

1. Draft National Planning Framework

Cllr Tagg-Wilkinson had prepared a response and it was agreed that this should be sent.

2. Local Planning Regulations

The draft response was agreed and will be sent.

3. Pupil Referral Unit

A short response had been prepared and will be sent.

4. Waste Core Strategy

Cllr Kettle volunteered to look at this consultation document in more depth.

19. Accounts Payable

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

20. Reports and Questions

- Cllr Tagg-Wilkinson gave a brief update on the broadband campaign which is slowly gathering momentum
- Can something be done to stop people parking their vehicles on the wide verge in Ladbroke Road? This is to be put on next month's agenda
- Can consideration be given to re-introducing timed slots for agenda items and can standing orders be followed?
- Can an increase in the cemetery charges be considered and also the use of the pavilion by BIFC for free? It was agreed that these matters should be discussed at the budget meeting.

The meeting closed at 10.30pm.

Signed.....Chairman

Date.....

Bishops Itchington Parish Council

Summary spend v budget by month

Appendix B

Sep-11 6	This month			Year to date		
	Actual £'s	Budget £'s	Variance £'s	Actual £'s	Budget £'s	Variance £'s
Budget Heading						
Salaries & expenses	2,254.87	2,260.25	(5.38)	13,592.80	13,561.50	31.30
Administration	1,024.86	1,244.71	(219.85)	6,346.97	6,724.60	(377.63)
Grasscutting & estate work	1,599.00	667.54	931.46	4,567.68	4,005.25	562.43
Cemetery & churchyard	180.49	1,325.46	(1,144.97)	4,505.04	7,557.73	(3,052.69)
Pavilion & playing field	200.00	644.32	(444.32)	2,181.09	3,485.85	(1,304.76)
Yellow Land	1.50	41.67	(40.17)	2,591.93	250.00	2,341.93
Community Group	-	83.33	(83.33)	-	500.00	(500.00)
Memorial Hall	-	83.33	(83.33)	-	500.00	(500.00)
Other grants	-	-	-	250.00	1,000.00	(750.00)
Section 137	-	-	-	-	36.90	(36.90)
Other Expenditure	60.00	48.33	11.67	540.00	290.00	250.00
VAT payments	35.10	-	35.10	799.26	-	799.26
Contingency	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Total Expenditure	5,355.82	6,398.95	(1,043.13)	35,374.77	37,911.84	(2,537.07)
Income	31,224.85	294.92	30,929.93	65,951.22	32,894.52	33,056.71
Surplus deficit	25,869.03	(6,104.03)	31,973.06	30,576.45	(5,017.32)	35,593.77
Balance brought forward	51,232.96	47,612.25	3,620.71	46,525.54	46,525.54	-
Balance carried forward	77,101.99	41,508.22	35,593.77	77,101.99	41,508.22	35,593.77