

BISHOP'S ITCHINGTON PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting 11 February 2019 at 7.30pm Bishop's Itchington Community Centre

Present

Cllr Dugmore (Chairman)
Cllr Kettle

Cllr Christian-Carter
Cllr Parker

Cllr Holmes

Absent: Cllr Heatley; Cllr Mann; Cllr Warner; Cllr Wilson

In Attendance

Mrs Alison Biddle, Clerk to the Council
County Cllr Stevens

Members of the public: 5

19/16 Apologies: Cllr Heatley; Cllr Mann; Cllr Warner; Cllr Wilson

19/17 Declarations of Interest: None

19/18 Dispensations: None

19/19 Minutes

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Monday, 14 January 2019 as a true and complete record of that meeting.

19/20 Public Forum

Energy Reservoirs, Walworth Farm – Planning Appeal

Cllr Christian-Carter read out a letter from the BI cemetery manager who wished to bring to the council's attention that recently two people have decided not to buy burial plots in the area of the cemetery closest to the proposed development because of the detrimental impact they feel it will have on the cemetery.

19/21 Planning Matters

N.B. Cllr Kettle abstained from voting on all planning applications because of his role as district councillor.

1 **18/03418/FUL**

Change of use of land for storage of plant associated with ground work company and use of mobile home.

Coben, Gaydon Road

It was **RESOLVED** to object to this application on the grounds that there is no clear definition of what the application is for and the attached evidence (documentation) is inconsistent.

2 **19/00195/TPO**

H1 – hawthorn – Fell

Yellow Land, Ladbroke Road

It was **RESOLVED** to make no representation.

3 Planning Appeal Ref APP/J3720/W/18/3213082 (planning application ref 18/01547/VARY)

Variation of conditions (for full details see link below)

**Energy Reservoirs Ltd
Walworth Farm, Station Road**

It was **RESOLVED** to forward to PINS the points raised by the cemetery manager (see public forum above) regarding the decision by some people not to purchase plots in this vicinity as a direct result of the negative impact this development would have on the cemetery.

4 18/03695/FUL

Proposed single storey rear extension

9 Chapel Street

The delegated response of no representation was noted.

5 SDC Draft Development Requirements SPD Consultation

It was agreed to make no comment.

6 SDC Site Allocations Plan Regulation 18 – Further Focussed Consultation

It was agreed to make no comment.

7 New Doctor's Surgery

A VARY application has been submitted by the developer for a non-material change relating to the footings for the building which they seem keen to begin. However, there is still no news regarding support from the CCG which will be required if the surgery is to be delivered. Cllr Kettle has had extensive discussions with SDC on this matter.

8 Neighbourhood Development Plan

In Cllr Wilson's absence, there was no news to report.

19/22 County, District & Parish Liaison

WCC

Cllr Stevens had sent a written report which had been circulated to councillors prior to the meeting. The following matters were highlighted.

- WCC's finances are in a good position. There will be a council tax increase of 4.99% (2.99% general plus 2% for adult services).
- There continues to be a number of senior staff changes.
- There are various road closures around the villages for road works. Cllr Stevens is pushing for traffic lights instead of closures where possible.
- Cllr Stevens will be meeting with WCC Highways next week to discuss the condition of Ladbroke Road and traffic issues.
- HS2 Phase 5 will now commence before Phase 4.
- The new bus timetable seems to be settling down.
- The Bill for the changes to Parliamentary constituencies is still going through Parliament.
- Cllr Kettle asked what the increase would be for a Band D property. Cllr Stevens will check this and send the information to the clerk.

SDC

- The budget has been carefully managed and the overall impact will be a council tax rise of 1.5% which means there will be an increase of £1.50 over the year for a Band D property.
- Long term funding is uncertain as there are no longer any grants from Government.

- A variation to the planning permission for GLH is being proposed which would allow the work to improve Harbury Lane/Fosse Way junction and the roundabout on the Fosse Way between Ufton and Radford Semele to begin earlier. It would also mean that the works would be completed before HS2 begins in earnest. The parish council was supportive of this proposal which will benefit the local villages.
- Orbit will be carrying out a review of the sale of Orbit properties following complaints raised by local residents.

19/23 Traffic & Highways

Raised Table, Mini Roundabout

Cllrs Dugmore and Holmes have still not had opportunity to take measurements. It was agreed to remove this matter from the agenda for now. Possibly, when the nights grow lighter, it may be possible to take the measurements.

19/24 Environment & Properties

1 Hambridge Road Bench

This has now been renovated but one of the concrete ends is damaged and the metal reinforcement is exposed. It was agreed to look for some replacement bench ends online.

2 Yellow Land – Tree Works

WPD have applied to carry out tree works to clear overhead power cables. The parish council had no objection to this. The clerk has asked WPD to ensure that the debris is removed from site.

19/25 Finance

1 Monthly Financial Report

There were no questions.

2 Accounts Payable

Cllrs Holmes and Christian-Carter volunteered to check the invoices and authorise the bank payments. It was **RESOLVED** to approve the schedule of accounts for payment as per Appendix A.

19/26 Parish Council Policies

1 Cemetery Rules - New policy on burial of non-parishioners and fees payable

It was **RESOLVED** to adopt the draft policy without further amendment with effect from 1 April 2019. It was agreed that the table of fees should be simplified to include a short statement that fees for non residents may be doubled in certain circumstances and that full details can be obtained from the cemetery manager.

2 Review of Financial Regulations

The regulations had been reviewed and it was agreed that no amendments were required.

3 Review of Financial Risk Assessment

It was **RESOLVED** to make a minor amendment to no 6 as per the draft which had been circulated. It was agreed that no further amendments were necessary.

4 **Review of Standing Orders**

It was **RESOLVED** to adopt the new model standing orders (August 2018), as per the draft circulated prior to the PC meeting, which have been amended to reflect the needs of BIPC.

19/27 Reports and Questions

- There is a public notice in the local press for a goods vehicle operator’s licence at Walworth Farm. It was agreed that the clerk should respond to this in view of the impact it may have on the cemetery.

19/28 Exclusion of Public & Press

It was **RESOLVED** to exclude the public under Sec 100A of the Local Government Act 1972, while the council discussed the following confidential matter:

Pavilion Project – Appointment of Consultant

Following the recommendation of the clerk, Cllr Dugmore and Mr T Cooper, who had met with all the prospective consultants, it was **RESOLVED** to engage the services of Mr A Maliphant to help with making the grant fund application and to oversee the tendering process along with other associated tasks.

Cllr Holmes left the room for 2 minutes while the above item was discussed.

19/29 Date of Next Meeting

The next ordinary meeting of the council will take place on Monday, 11 March 2019 at 7.30pm in Bishop’s Itchington Community Centre.

Meeting closed at 8.40pm.

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

APPENDIX B

Budget Report 11 February 2019

Comparison between 01/04/18 and 08/02/19 inclusive. Includes due and unpaid transactions.

	Budget	Actual Net	Balance	
INCOME				
10	Precept	£85,000.00	£85,000.00	£0.00
20	Council Tax Support Grant	£1,190.00	£1,190.00	£0.00
30	Burials	£3,300.00	£2,930.00	-£370.00
40	Sec 136 & Other Reimbursements	£1,000.00	£1,302.93	£302.93
50	Playing Field	£100.00	£811.47	£711.47
60	Interest	£500.00	£412.59	-£87.41
70	Grants	£0.00	£0.00	£0.00
80	Misc	£0.00	£511.53	£511.53
90	VAT Refund	£0.00	£1,870.61	£1,870.61
100	Pavilion Fund	£0.00	£0.00	£0.00
Total Income		£91,090.00	£94,029.13	£2,939.13
EXPENDITURE				
200	Salaries & Expenses	£32,231.00	£26,284.35	£5,946.65
210	Councillor Allowances	£500.00	£0.00	£500.00
220	Administration	£9,650.00	£6,723.73	£2,926.27
230	Grounds Maintenance	£21,850.00	£20,257.39	£1,592.61
240	Cemetery & Churchyard	£6,050.00	£1,936.20	£4,113.80
250	Playing Field	£6,770.00	£3,043.78	£3,726.22
260	Grants	£7,500.00	£5,928.14	£1,571.86
270	Neighbourhood Plan	£1,000.00	£86.79	£913.21
280	Other Expenditure	£500.00	£854.85	-£354.85
290	VAT	£0.00	£0.00	£0.00
300	Contingency	£0.00	£0.00	£0.00
310	Parish Office	£9,500.00	£7,594.47	£1,905.53
320	Pavilion Project	£0.00	£99.00	-£99.00
Total Expenditure		£95,551.00	£72,808.70	£22,742.30
Total Income		£91,090.00	£94,029.13	£2,939.13
Total Expenditure		£95,551.00	£72,808.70	£22,742.30
Total Net Balance		-£4,461.00	£21,220.43	