

BISHOP'S ITCHINGTON PARISH COUNCIL

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

Present

Cllr Dugmore (Chairman)	Cllr Christian-Carter	Cllr Holmes
Cllr Kettle	Cllr Parker	Cllr Mann
Cllr Warner	Cllr Wilson	

Absent: Cllr Heatley

In Attendance

Mrs Alison Biddle, Clerk to the Council

Members of the public: None

19/30 Apologies: Cllr Heatley; County Cllr Stevens

19/31 Declarations of Interest: None

19/32 Dispensations: None

19/33 Minutes

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on Monday, 11 February 2019 as a true and complete record of that meeting.

19/34 Public Forum

No members of the public were present.

19/35 Planning Matters

1 New Doctor's Surgery

No further progress has been made with the CCG.

2 Neighbourhood Development Plan

There has been no further progress. Questions had been raised recently regarding planning officers' opinions on NDPs in general. This matter is being followed up separately by Cllr Kettle.

19/36 County, District & Parish Liaison

WCC

Cllr Stevens had sent a written report which had been circulated to councillors prior to the meeting.

SDC

- The residents of Marlow Green are very unhappy with the legal advice received by SDC regarding the status of the footpath linking the development to the centre of the village. Cllr Kettle has provided them with further information for clarification.
- Questions are being asked as to why Orbit is selling off bungalows. The matter is being taken seriously and has been referred to the local MP.

19/37 **Traffic & Highways**

Local councils have been asked if they would consider contributing towards the cost of gritting additional roads in their area. It was agreed to enquire about the cost of gritting Ladbroke Road which is being regularly used as a main route into and out of the village.

19/38 **Environment & Properties**

1 **Hambridge Road Bench**

The clerk had been unsuccessful in locating any concrete bench ends. Cllr Holmes volunteered to attempt a DIY repair.

2 **Yellow Land – Tree Works**

The tree surgeon's report re the ash tree at the rear of 22 Bishop's Gate had been circulated. It was **RESOLVED** to approve the quote received for removal of the large limb growing towards the house and crown lifting the main stem.

The clerk reported that unauthorised scrub clearance had been carried out by a group of volunteers (not BING) and some trees had been removed, including a wild pear tree. She has reported this to SDC and asked for their guidance regarding the TPO as planning permission ought to have been sought before any work was carried out. Colin Sheasby, tree surgeon, has offered to cut the remaining stems to ground level to remove any trip hazards. The council gratefully accepted his offer. The volunteers did not work in accordance with the management plan either, which will need reviewing. The clerk will obtain some quotes for this.

3 **Defibrillator**

A power failure to the cabinet has rendered it unserviceable. The AED has been removed by the ambulance service and sent for repair. It is not known yet whether the parish council will have to pay for this. It was **RESOLVED** to:

- Establish the cause of the power failure;
- Keep the AED at its current location (outside the surgery);
- Establish whether the AED can be repaired or needs to be replaced;
- Obtain cost for a new cabinet.

4 **Pavilion Project**

There is a dispute regarding the Sec 106 funds from the Bovis (Gladman) development. Following the planning inspector's appeal decision in 2016, the clerk had been advised by the planning officer that there was no problem using the money for the pavilion. However, SDC is now saying that this is not the case and that the funds must be used for equipped playing facilities. Cllr Kettle had questioned SDC about this, and they had advised that it is possible to vary the Sec 106 agreement providing all parties are in agreement. The matter is currently with SDC's legal officer.

The first meeting between the new project consultant and the working party will take place this week.

It was noted that planning permission expires in just over 12 months' time and therefore some work needs to start before then.

19/39 **Finance**

1 **Monthly Financial Report**

There were no questions.

2 **Accounts Payable**

Cllrs Christian-Carter and Wilson 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.

19/40 Annual Village Meeting

The meeting will take place on 29 April 2019. It was agreed to hold it in the memorial hall if it is available. Karl Curtis of WWT will attend and the clerk will invite Bob Sherman from Harbury e-Wheels to give a short presentation. Councillors were asked to provide reports for inclusion in the annual report.

19/41 Reports and Questions

- The clerk had circulated a letter from the applicant for a licence to operate a goods vehicle centre at Walworth Farm which explained the hours of operation. Councillors were asked to send her their comments.

19/42 Exclusion of Public & Press

There were no members of the public present.

1 **Yellow Land – Tree Works Quote**

It was **RESOLVED** to approve the quote received for the removal of the hawthorn trees at the rear of the garage at 20 Bishop’s Gate.

2 **Play Area – Fencing Quote**

This has not been received yet.

3 **Bovis Homes – POS Transfer**

The chairman summarised the current position and the options available. It was **RESOLVED** to:

- Discuss with SDC’s solicitor;
- To pursue the management plan from Bovis to enable costs to be calculated;
- To work out a proposal for the commuted sum;
- To call a special PC meeting if necessary to decide on the final offer.

19/43 Date of Next Meeting

The next ordinary meeting of the council will take place on Monday, 8 April 2019 at 7.30pm in Bishop’s Itchington Community Centre.

Meeting closed at 9.04pm.

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

APPENDIX A

<u>Bishop's Itchington Parish Council</u>		<u>APPENDIX A</u>			
<u>Accounts Payable 11 March 2019</u>					
<u>To Whom Payable</u>	<u>Ref No</u>	<u>Ex Vat</u>	<u>Vat Payable</u>	<u>Totals</u>	
<i>Urgent accounts paid since last meeting requiring the formal approval of the council</i>					
Onecom Ltd (phone & broadband - 14.02.19)	d/debit	£ 59.99	£ 12.00	£ 71.99	
E.ON (pavilion electric - 28.02.19)	d/debit	£ 86.44	£ 4.32	£ 90.76	
E Biddle (rent - 01.03.19)	s/order	£ 411.67	£ -	£ 411.67	
		£ -	£ -	£ -	
		£ -	£ -	£ -	
		£ -	£ -	£ -	
		£ -	£ -	£ -	
		£ -	£ -	£ -	
		£ -	£ -	£ -	
		£ -	£ -	£ -	
	Sub-total	£ 558.10	£ 16.32	£ 574.42	
<i>Accounts to be paid this week</i>					
Staff Costs	190301 to 306	£ 2,619.03	£ -	£ 2,619.03	
SDC (office rates)	190307	£ 607.17	£ -	£ 607.17	
T Fox Landscaping (hedge cutting)	190308	£ 302.00	£ 60.40	£ 362.40	
SLCC Enterprises Ltd (law reference book)	190309	£ 84.76	£ -	£ 84.76	
Colin Sheasby (tree works)	190310	£ 2,450.00	£ 490.00	£ 2,940.00	
T Fox Landscaping (notice boards installation)	190311	£ 390.95	£ 78.19	£ 469.14	
PWC (window cleaning & bus shelters)	190312	£ 45.00	£ -	£ 45.00	
A Biddle (expenses)	190313	£ 16.66		£ 16.66	
A Dugmore (chairman's allce)	190314	£ 500.00		£ 500.00	
BI Village News (advert)	190315	£ 169.00		£ 169.00	
T Fox Landscaping (hedge cutting)	190316	£ 657.36	£ 131.47	£ 788.83	
Biffa (cemetery waste)	chq 300028	£ 196.95	£ 39.39	£ 236.34	
		£ -	£ -	£ -	
		£ -	£ -	£ -	
		£ -	£ -	£ -	
		£ -	£ -	£ -	
		£ -	£ -	£ -	
		£ -	£ -	£ -	
		£ -	£ -	£ -	
		£ -	£ -	£ -	
		£ -	£ -	£ -	
		£ -	£ -	£ -	
		£ -	£ -	£ -	
	Sub-total	£ 8,038.88	£ 799.45	£ 8,838.33	
				£ -	
				£ -	
				£ -	
	TOTAL	£ 8,596.98	£ 815.77	£ 9,412.75	

APPENDIX B

Budget Report 11 March 2019

Comparison between 01/04/18 and 08/03/19 inclusive. Includes due and unpaid transactions.

		2018/2019 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	£3,450.00	£150.00
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	£458.50	-£41.50
70	Grants	£0.00	£0.00	£0.00
80	Misc	£0.00	£564.03	£564.03
90	VAT Refund	£0.00	£5,482.45	£5,482.45
100	Pavilion Fund	£0.00	£0.00	£0.00
Total Income		£91,090.00	£98,259.38	£7,169.38
EXPENDITURE				
200	Salaries & Expenses	£32,231.00	£29,233.79	£2,997.21
210	Councillor Allowances	£500.00	£500.00	£0.00
220	Administration	£9,650.00	£7,043.34	£2,606.66
230	Grounds Maintenance	£21,850.00	£24,102.70	-£2,252.70
240	Cemetery & Churchyard	£6,050.00	£2,143.15	£3,906.85
250	Playing Field	£6,770.00	£3,130.22	£3,639.78
260	Grants	£7,500.00	£6,328.14	£1,171.86
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	£8,613.31	£886.69
320	Pavilion Project	£0.00	£99.00	-£99.00
Total Expenditure		£95,551.00	£82,135.29	£13,415.71
Total Income		£91,090.00	£98,259.38	£7,169.38
Total Expenditure		£95,551.00	£82,135.29	£13,415.71
Total Net Balance		-£4,461.00	£16,124.09	