

BISHOP'S ITCHINGTON PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting 8 April 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 Heatley	

Absent: Cllr Wilson

In Attendance

Mrs Alison Biddle, Clerk to the Council

Members of the public: 1

19/50 Apologies: Cllr Wilson; County Cllr Stevens

19/51 Declarations of Interest

Cllr Christian-Carter declared a personal interest in agenda item 10.3 re grant application from BISA of which she is a trustee.

19/52 Dispensations: None

19/53 Minutes

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

19/54 Public Forum

It was pointed out that Bovis has been working hard to make the entrance to their site look smart but they have churned up the verge on the opposite side of the road.

19/55 Planning Matters

1 New Doctor's Surgery

There has been no progress with the CCG. However, it was noted that the existing surgery is currently temporarily closed owing to an unidentified bad smell which is having an adverse effect on people. This is causing a great deal of inconvenience and shows how much villagers depend on this service. This should be mentioned to the CCG.

It has been established that the Sec 106 agreement does not specify exactly how the surgery will be funded although this was fully explained by the developer in a parish council meeting and minuted. The CCG is unlikely to support a new surgery without written confirmation of the funding to be provided by the developer. It was **RESOLVED** to make contact with Follett Property Holdings Ltd and seek clarification.

2 Neighbourhood Development Plan

i Quote for preparation of draft plan

There has been no further progress. The chairman expressed concern that the NDP had lost momentum.

ii Amendment to Designated Area

The new parish boundary takes effect this month and therefore there will need to be an amendment to the NDP designated area to reflect this. In view of the lack of progress with the

plan generally, it was agreed to defer this for discussion at the next PC meeting when there will be a new council in place.

3 Bishop's Hill Development

i Street Naming

It was **RESOLVED** to approve the names put forward by the developer as follows: 'Blue Pool', 'Lias', 'Lime' and 'Ash' to include a suffix relevant to the street layout. It was agreed that these names reflect the industrial heritage and geography of the site.

ii Proposed Street Lighting Layout

It was **RESOLVED** to comment on the fact that the columns were of different heights of 4m and 6m when 4m would be preferable. In fact, if possible they could be even lower. A request will also be made to reduce the number of lights around the perimeter of the development to lessen the impact of light pollution on the adjacent nature reserve.

19/56 County, District & Parish Liaison

WCC

There was no report from WCC this month.

SDC

- Most council business has been deferred until after the election.
- SDC will approve the final tranche of Core Strategy design guides this week.
- Meetings with Orbit re complaints received are continuing. They have, however, confirmed that there will be no disposal of bungalows in Bishop's Itchington until there has been a formal review of their disposal strategy and its impact on disabled and older people.

19/57 Traffic & Highways

The PCC has launched a new fund for road safety initiatives. It was agreed to wait for more information about the new fund and to consider possible ideas to put forward. Suggestions included additional speed bumps in Station Road, a replacement VAS sign (this should be included in WCC's budget anyway) and a 20mph zone.

19/58 Environment & Properties

1 Hambridge Road Bench

Cllr Holmes is currently considering how he will make the repair.

2 Yellow Land – Unauthorised Tree Works

The clerk had provided members with a written report. The enforcement officer has made a site visit and his decision regarding further action is awaited.

3 Tree Planting – Bishop's Gate Green

The quote has not yet been received so this item was deferred until next month. It will probably be best to plant any new trees in the autumn.

4 Defibrillator

The quote has not yet been received. This item was deferred until the next meeting.

5 Pavilion Project

i Future management of new pavilion

It was **RESOLVED** that the clerk should obtain quotes for expert VAT advice before a decision is made.

ii Variation to Sec 106 Agreement

It was **RESOLVED** to approach Bovis with a request to vary the agreement so that the funds can be used for the pavilion instead of equipped play facilities.

iii Progress Report

Cllr Mann reported that the group is now working to the consultant's project plan monthly schedule. They are currently working on the draft for a new survey to collect up to date information to support the grant applications. The survey will be available online as well as in a paper format. They also need to draw up a business plan.

19/59 Finance

1 Monthly Financial Report

There were no questions.

2 Accounts Payable

Cllrs Christian-Carter and Holmes 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.

3 Grant Application from BISA

It was **RESOLVED** to approve a grant of £245 towards the cost of marking out a new badminton court in the memorial hall.

4 Contribution to Churchyard Path

It was **RESOLVED** to pay the PCC a contribution of 50% of the total cost, i.e. £1710, of resurfacing the path which leads from the main door around the tower to the back door.

19/60 Annual Village Meeting

The meeting will take place on 29 April 2019. The memorial hall has been booked. The clerk will order the wine. Councillors were requested to arrive at 7.00pm to help set up the room. Annual reports should be sent to the clerk by 12 April.

19/61 Reports and Questions

- The allotments association would like to buy a composting toilet for the site. Please would the clerk let them know how much money is remaining in the allotments fund?
- Please would the council consider installing a litter/dog bin at the entrance to the allotments track? This will be included on the next agenda for discussion.
- A vote of thanks was recorded to retiring councillors: Cllr Heatley, Cllr Holmes, Cllr Parker, Cllr Warner and Cllr Wilson.

Cllr Christian-Carter left the room for 2 minutes.

19/62 Exclusion of Public & Press

There were no members of the public present.

1 Play Area – Zip Wire Fencing Quote

It was **RESOLVED** to approve the quote for replacement of this section of fencing at a cost of £435.40 plus VAT.

3 Bovis Homes – POS Transfer

The PC had agreed to accept the transfer of the ridge and furrow only at an extraordinary meeting held on 5 April 2019. It was now **RESOLVED** to work out the costs of maintaining this area in order to agree the commuted sum with Bovis. It was further **RESOLVED** to

delegate authority to the clerk, in consultation with Cllr Dugmore and Cllr Kettle, to enter into negotiation with Bovis regarding the commuted sum.

19/63 Date of Next Meeting

The annual meeting of the parish council will take place on Monday, 13 May 2019 at 7.30pm in Bishop's Itchington Community Centre. This will be immediately followed by the next ordinary meeting of the council at 7.45pm.

Meeting closed at 9.05pm.

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

APPENDIX B
Budget Report 31 March 2019

Comparison between 01/04/18 and 31/03/19 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	£3,660.00	£360.00
40	Sec 136 & Other Reimbursements	£1,000.00	£1,302.93	£302.93
50	Playing Field	£100.00	£863.33	£763.33
60	Interest	£500.00	£499.96	-£0.04
70	Grants	£0.00	£0.00	£0.00
80	Misc	£0.00	£564.03	£564.03
90	VAT Refund	£0.00	£6,294.76	£6,294.76
100	Pavilion Fund	£0.00	£0.00	£0.00
	Total Income	£91,090.00	£99,375.01	£8,285.01
EXPENDITURE				
200	Salaries & Expenses	£32,231.00	£31,522.41	£708.59
210	Councillor Allowances	£500.00	£500.00	£0.00
220	Administration	£9,650.00	£7,121.63	£2,528.37
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	£3,161.52	£3,608.48
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	£84,533.50	£11,017.50
	Total Income	£91,090.00	£99,375.01	£8,285.01
	Total Expenditure	£95,551.00	£84,533.50	£11,017.50
	Total Net Balance	-£4,461.00	£14,841.51	