

BISHOP'S ITCHINGTON PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting 10 June 2019 at 7.30pm Bishop's Itchington Community Centre

Present

Cllr Dugmore (Chairman)	Cllr Christian-Carter	Cllr Bev Mann
Cllr Kettle	Cllr Michael Mann	Cllr Thomas (from minute 19/95)
Cllr Tressler	Cllr Bougoussa (from minute 19/95)	

Absent: None (2 vacant seats)

In Attendance

Mrs Alison Biddle, Clerk to the Council
County Cllr Stevens

Members of the public: 4

19/92 Apologies: None

19/93 Declarations of Interest: None

19/94 Dispensations: None

19/95 Co-option of Parish Councillors

Mrs Bougoussa and Mr Thomas each introduced themselves to the council. They had previously provided written information to the council.

It was **RESOLVED** to vote on the co-option of new councillors by secret ballot. County Cllr Stevens was appointed as an independent scrutineer.

It was **RESOLVED** to co-opt both Mrs Bougoussa and Mr Thomas to the council. They each signed their declaration of acceptance of office and took their seats on the council.

19/96 Minutes

- 1 It was **RESOLVED** to approve the minutes of the annual parish council meeting held on 13 May 2019 as a true and complete record of that meeting.
- 2 It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on 13 May 2019 as a true and complete record of that meeting.

19/97 Public Forum

Parish Boundary & Sec 106 Funds

A resident asked whether the change in the parish boundary had now taken effect as they had read in the Harbury News that the Sec 106 funding for schools would go to Harbury School because the new houses at the cement works were still in Harbury's catchment area despite the boundary change. It was confirmed that the boundary change took effect from May this year and therefore these houses are now all in Bishop's Itchington parish. Despite this, the catchment area for the schools has not yet been altered so as things stand, the education contribution to be paid to WCC under the Sec 106 agreement would indeed benefit Harbury School.

Affordable Housing

A question was also raised regarding the percentage of affordable housing on the cement works site, which had also been reported in the Harbury News. District Cllr Kettle confirmed that this information was incorrect.

19/98 Planning Matters

1 19/01287/FUL

Single storey rear extension

Merin House, Old Road

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

2 New Doctor's Surgery

It was noted that the necessary groundworks had been carried out on site in order to preserve the planning permission.

3 Neighbourhood Development Plan

Cllr Tressler had drafted some wording for the recruitment of new people to this group. It was agreed to organise a meeting of the NDP group to discuss publicity in detail.

19/99 County, District & Parish Liaison

WCC

- Cllr Stevens has attended many annual parish meetings over the last few weeks.
- Cllr Stevens has been appointed as WCC's HS2 spokesperson.
- It was mental health week last week. It was noted that at parish level, one of the biggest killers is loneliness.
- Councillors were reminded that Cemex has a grant fund which might be available for parish projects
- The ladies cycle race is taking place this week across the county.
- Cllr Kettle raised a concern that the planned Fosse Way closure, albeit overnight for just a couple of days, would clash with the B4452 closure. The diversion route needs to be checked.
- Cllr Stevens has not found out anything further about the closure of Orchard Close and the lack of notice to residents.

SDC

- The new council still has a Conservative majority, although reduced, and Tony Jefferson remains the leader. There is a new cabinet.
- There is a new plan for the next 4 years and the need to resolve the problem of a deficit without any reduction in services. The council tax is capped at 2%.
- There is a need to focus on ecology and the environment.
- Wellesbourne Campus is to become a centre of excellence for Warwick University.
- The compulsory purchase order for Wellesbourne Airfield is going ahead. SDC is looking to expand business on site.
- The good relationship with China is continuing. The new pagoda has now opened.
- It is time to review the Core Strategy. The focus will be business expansion.
- Cllr Kettle has been re-elected as the chairman of SDC.
- Orbit has provided written confirmation that they will cease property disposal while they review housing need in the villages.

- There was a meeting re HS2 last week. There is opposition to the closure of the Harbury to Bascote Road during the summer months because of the implications for the harvest and related vehicle movements.

19/100 Traffic & Highways

1 **Road Closures**

There have been repeated complaints about the impact of the closures on Ladbroke Road especially during peak hours. There is an exceptional volume of traffic now using this road. What can be done to dissuade people from using this road? County Cllr Stevens pointed out that it is a public road and therefore people are entitled to use it. Poor/dangerous driving should be reported to the police. There was a feeling that the road itself requires repair.

2 **HS2 Liaison**

Cllr Bev Mann was thanked for attending the recent liaison meeting at Southam TC. Her report had been circulated to all members. She felt the meeting was worth attending as it dealt with very local issues.

19/101 Environment & Properties

1 **Pavilion Project**

i VAT Advice

A quote had been obtained from consultants for providing VAT advice. It was **RESOLVED** to accept the quote and appoint The Parkinson Partnership as the VAT consultant for this project at a cost of £500 plus £90 expenses.

ii Progress Report

A further meeting has taken place with Andrew Maliphant to discuss the initial results of the community survey and agree next actions to be taken. There has been a good response to the survey with a wide cross section of views. A number of people have expressed an interest in joining the group/volunteering their help. The survey is ongoing at the moment. The primary school has agreed to include a survey form/link with their newsletter to parents.

Pam Reason has updated BISA and asked if they would be willing to be more involved. The VAT position needs to be clarified first as this will affect the future management of the new building.

Cllr Dugmore is working on a draft business plan.

The council agreed that an approach should be made to David Wilson Homes for funding. The clerk already has a contact for this and will follow it up.

The council agreed that the clerk should now go ahead and pursue the variation of the Sec 106 funding agreement with Bovis.

2 **Street Lighting**

Cllr Stevens has asked for the costs and feasibility of installing an additional lighting column in Fisher Road to be sent direct to the clerk. This information is required before any public consultation can be considered.

3 **Play Area**

Following the recent incident in which the climbing wall collapsed, it was agreed that the new properties group, when appointed, should carry out a detailed inspection of the play area based on the latest annual report and recommend a long term plan for repair and

maintenance and eventual replacement of the equipment. It was noted that there is £5,000 in the current year's budget for play equipment repairs but £2,700 of that has already used.

19/102 Finance

1 Monthly Financial Reports

The reports had been circulated prior to the meeting, There were no questions.

2 Play Area Repairs

It was **RESOLVED** to approve the cost of the recent urgent repairs at £2,700 plus VAT.

3 New Bank Mandate

It was **RESOLVED** to approve the new mandate to include the following councillors: Cllr Bougoussa, Cllr Christian-Carter; Cllr Dugmore; Cllr Kettle; Cllr Michael Mann; Cllr Norman Thomas and Cllr Steve Tressler.

4 Accounts Payable

Cllrs Christian-Carter and Dugmore 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.

5 The Parenting Project – Request for Funding

A representative of the project has been invited to attend the July PC meeting to explain what they do and how this benefits people on Bishop's Itchington. It was agreed to defer this item until the July meeting.

19/103 VE Day 2020

It was **RESOLVED** that the parish council should take a lead in bringing together village groups to commemorate the 75th anniversary of VE Day. Members will be appointed to this group at the July PC meeting.

19/104 Community Emergency Plan

Cllr Thomas volunteered to carry out a review of the current document.

19/105 BIPC Business Plan

Cllr Dugmore will organise the meeting to discuss and begin drafting a forward business plan.

19/106 Reports and Questions

- A local resident carried out some initial strimming at The Hidden Green but it seems that Orbit may have completed it. The clerk has contacted Orbit about the future of this site and is waiting for a reply.
- Has anything been done following the recent report of someone tripping over at the cemetery and injuring themselves? Cllr Dugmore and the clerk have inspected the area but it is tree roots which are causing the problem and they don't think it will be possible to do anything about these.
- Is there any training for new councillors? The clerk will circulate all the details.

19/107 Exclusion of Public & Press

It was **RESOLVED** to exclude the public under Sec 100A of the Local Government Act 1972 in order to discuss the following confidential matters:

1 Bovis Homes – POS Transfer

The clerk had written to Bovis with the PC's proposal but no response has been received yet.

2 **Claim for Damaged Property**

A resident has reported that their gas meter box has been damaged by the grounds maintenance contractor when they were mowing the verge outside his house. The contractor has denied responsibility and therefore the owner is now asking the parish council to consider the cost of replacement. He has not yet obtained a quote for this and it has not been confirmed whether he would have to pay for it. There is no actual evidence of how the box was damaged. It was therefore **RESOLVED** not to take any further action at the present time.

19/108 Date of Next Meeting

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

Meeting closed at 9.35pm.

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

APPENDIX A

<u>Bishop's Itchington Parish Council</u>		<u>APPENDIX A</u>		
<u>Accounts Payable 10 June 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 - 15.05.19)	d/debit	£ 61.50	£ 12.30	£ 73.80
E.ON (pavilion electric - 07.05.19)	d/debit	£ 34.11	£ 1.71	£ 35.82
E Biddle (rent - 01.06.19)	s/order	£ 411.67	£ -	£ 411.67
Waterplus (pavilion water charges)	190600	£ 19.37	£ -	£ 19.37
		£ -	£ -	£ -
		£ -	£ -	£ -
		£ -	£ -	£ -
		£ -	£ -	£ -
		£ -	£ -	£ -
		£ -	£ -	£ -
		£ -	£ -	£ -
		£ -	£ -	£ -
	Sub-total	£ 526.65	£ 14.01	£ 540.66
<i>Accounts to be paid this week</i>				
Staff costs	190601 to 06	£ 2,692.16	£ -	£ 2,692.16
Clintplan Ltd (pavilion survey printing)	190608	£ 89.00	£ 9.79	£ 98.79
Viking (ink & envelopes)	190609	£ 116.03	£ 23.21	£ 139.24
Colin Sheasby (Yellow Land tree works)	190610	£ 740.00	£ 148.00	£ 888.00
V Powell (expenses)	190611	£ 14.99	£ -	£ 14.99
A Biddle (expenses)	190612	£ 55.41	£ -	£ 55.41
T Fox Landscaping (grounds m'nance)	190613	£ 1,851.72	£ 370.34	£ 2,222.06
Viking (leaflet holders)	190614	£ 23.25	£ 4.65	£ 27.90
BICP Ltd	190615	£ 90.00	£ -	£ 90.00
Biffa (cemetery waste)	chq 300030	£ 276.95	£ 55.39	£ 332.34
		£ -	£ -	£ -
		£ -	£ -	£ -
		£ -	£ -	£ -
		£ -	£ -	£ -
		£ -	£ -	£ -
		£ -	£ -	£ -
		£ -	£ -	£ -
		£ -	£ -	£ -
		£ -	£ -	£ -
		£ -	£ -	£ -
		£ -	£ -	£ -
	Sub-total	£ 5,949.51	£ 611.38	£ 6,560.89
				£ -
				£ -
				£ -
	TOTAL	£ 6,476.16	£ 625.39	£ 7,101.55
Note: 190607 deleted				

APPENDIX B

Budget Report 10 June 2019

Comparison between 01/04/19 and 07/06/19 inclusive. Includes due and unpaid transactions.

		Budget 2019/2020	Actual Net	Balance
INCOME				
10	Precept	£86,000.00	£43,000.00	-£43,000.00
20	Council Tax Support Grant	£460.00	£230.00	-£230.00
30	Burials	£3,000.00	£165.00	-£2,835.00
40	Sec 136 & Other Reimbursements	£1,000.00	£0.00	-£1,000.00
50	Playing Field	£40.00	£75.81	£35.81
60	Interest	£406.00	£90.34	-£315.66
70	Grants	£0.00	£0.00	£0.00
80	Misc	£250.00	£40.00	-£210.00
90	VAT Refund	£0.00	£0.00	£0.00
100	Pavilion Fund	£0.00	£0.00	£0.00
	Total Income	£91,156.00	£43,601.15	-£47,554.85
EXPENDITURE				
200	Salaries & Expenses	£32,305.00	£5,380.55	£26,924.45
210	Councillor Allowances	£500.00	£0.00	£500.00
220	Administration	£9,382.00	£1,850.49	£7,531.51
230	Grounds Maintenance	£22,158.00	£4,855.40	£17,302.60
240	Cemetery & Churchyard	£6,345.00	£281.94	£6,063.06
250	Playing Field	£8,950.00	£251.85	£8,698.15
260	Grants	£10,000.00	£2,027.00	£7,973.00
270	Neighbourhood Plan	£2,500.00	£0.00	£2,500.00
280	Other Expenditure	£1,000.00	£0.00	£1,000.00
290	VAT	£0.00	£0.00	£0.00
300	Contingency	£0.00	£0.00	£0.00
310	Parish Office	£5,194.00	£1,366.82	£3,827.18
320	Pavilion Project	£5,000.00	£722.00	£4,278.00
	Total Expenditure	£103,334.00	£16,736.05	£86,597.95
	Total Income	£91,156.00	£43,601.15	-£47,554.85
	Total Expenditure	£103,334.00	£16,736.05	£86,597.95
	Total Net Balance	-£12,178.00	£26,865.10	