

## BISHOP'S ITCHINGTON PARISH COUNCIL

### Minutes of the Ordinary Parish Council Meeting 14 October 2019 at 7.30pm Bishop's Itchington Community Centre

#### **Present**

Cllr Dugmore (Chairman)	Cllr Christian-Carter	Cllr Thomas
Cllr Kettle (from 7.32pm)	Cllr Michael Mann	Cllr Dawn Mann
Cllr Tressler	Cllr Bougoussa	

**Absent:** None (2 vacancies)

#### **In Attendance**

Mrs Alison Biddle, Clerk to the Council  
County Cllr Stevens

Members of the public: 4

**19/142 Apologies:** Cllr Kettle will be late.

#### **19/143 Declarations of Interest**

- Cllr Christian-Carter declared a personal interest in agenda item 8.1 relating to a planning application for Glebe Farm Bungalow on account of the fact that she is acquainted with the applicant's planning agent.

**19/144 Dispensations:** None

#### **19/145 Minutes**

It was **RESOLVED** to approve the minutes of the ordinary parish council meeting held on 9 September 2019 as a true and complete record of that meeting.

*Cllr Kettle arrived during this item above.*

#### **19/146 Casual Vacancy**

The casual vacancy arising from Cllr Bev Mann's recent resignation was formally recorded. The vacancy is currently being advertised. The council recorded their thanks to Cllr Mann for her contribution over the last few months and asked the clerk to send her their best wishes.

#### **19/147 Police & Crime Commissioner**

Philip Seccombe, the PCC for Warwickshire, was in attendance. He gave a short but informative presentation on his role and explained some of the current issues and initiatives for Warwickshire Police. They have recently recruited 200 new additional officers who are currently in training. It was pointed out that many police officers are not in uniform so are not visible to the public but nevertheless they are present in the community. There is a current concern around the IT support for PCSOs. They are considering the benefits of providing laptops to PCSOs but it was pointed out that they already have smart phones so can access the internet. A dedicated rural crime team has just been launched and they will concentrate exclusively on crime in rural areas. Mr Seccombe is continuing to work hard to secure increased government funding for this Warwickshire. The county suffers in this respect as it does not have large areas of deprivation like the West Midlands. Warwickshire is currently in the process of ending their alliance with West Mercia police.

## 19/148 Public Forum

### Sunset View, Mount Pleasant - Planning Application

The applicant disagreed with the objections put forward by the parish council. It was explained that these were holding objections to allow the parish council time to discuss the application in detail at its next meeting, i.e. this evening. The applicant explained that despite the plans provided on e-planning, this property does in fact have 4 bedrooms. Furthermore, there is no requirement for them to provide a planning statement but in fact the extra living space is required to enhance the living conditions for their disabled son and also for their non-disabled daughter. The council thanked the applicant for attending and clarifying the issues raised.

## 19/149 Planning Matters

### 1 19/02619/FUL

Demolition and rebuild of existing sub-standard south west extension, proposed extension to north east, south east and south west.

<http://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=PXX7XCPMHKM00>

#### **Glebe Farm Bungalow, Knightcote Road**

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

### 2 19/02515/FUL

Rear single storey extension, minor extension to existing rear facing dormer along with new proposed front dormer, new door to front elevation.

<http://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=PXEE6OPMMUQ00>

#### **27 Poplar Road**

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

### 3 19/02436/FUL

Construction of a new single detached dwelling to the rear of no 25 Gaydon Road and a new dropped kerb to no 25 Gaydon Road.

<http://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=PX1FHVPMKWG00>

#### **Ellesmere, 25 Gaydon Road**

It was **RESOLVED** that the objections submitted under delegated powers should stand with additional comments reinforcing the original objections. These will be summarised by Cllr Christian-Carter for circulation to members before submission to SDC.

### 4 19/02385/FUL

Ground floor extension to rear of existing bungalow, extension of roof structure from hipped to gable ended and conversion of roof space to living accommodation.

<http://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=PWOGUIPMJ9800>

#### **Sunset View, Mount Pleasant**

It was noted that although a planning statement was not required for an extension, it was extremely relevant in this particular case as it would have carried considerable weight. It was **RESOLVED** to remove the objection submitted under delegated powers and **SUPPORT** the application on the grounds that it is meeting an essential social need in providing improved accommodation to meet the needs of the applicant's disabled son and other family members.

### 5 19/02228/LDP

Confirmation that works have been undertaken sufficient to have implemented planning permission 16/00266/FUL for construction of new doctor's surgery (Use Class D1) with associated landscaping, parking and access and the remainder of the works granted by the planning permission may be lawfully completed.

<http://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=PVWUKPPM0GL00>

#### **Land north of Ladbroke Road**

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

## 6 **Neighbourhood Development Plan**

Cllrs Thomas and Tressler had met to review progress so far. A draft plan has already been drawn up. Following the parish boundary change which took effect from April this year, it is now necessary to revise the NDP designated area. It was **RESOLVED** to submit a new application for the revised area to include the whole parish of Bishop's Itchington in accordance with the new boundary from April 2019. The clerk will prepare and submit the application to SDC.

The next step is to organise a meeting of the NDP group, to include the new volunteer who came forward a few weeks ago. Their first task will be to review the draft plan and make any updates. It will then be circulated to the PC for comment before forwarding to the NDP officer for their comment and advice.

## 7 **Bovis Homes, Knightcote Road – Transfer of POS & Sec 106 variation**

The clerk reported that Bovis was agreeable to the variation which would allow the funds set aside for play equipment to be used for the new pavilion instead and they are currently in the process of instructing their solicitor. The draft document will be sent to SDC's solicitor who will forward it to the parish council for review to ensure that it meets the PC's needs. The clerk explained that the PC is not a party to the agreement which is between Bovis and SDC.

## 19/150 **County, District & Parish Liaison**

### **WCC**

- There is a council meeting tomorrow. Brexit continues to dominate their discussions and a Brexit officer has been appointed. Government funding will be provided for extra costs as a result of Brexit.
- HS2 – there has been a stay of execution for local woodlands while the Government review is carried out. The report is expected later this month.
- Cllr Stevens has been told that improvement works for Harbury Lane/Fosse Way junction will start at the end of October. He will find out how long the works are expected to last.

### **SDC**

- SDC has now adopted a 4 year corporate plan to ensure SDC enhances its economic offering to the district as well as providing housing.
- The site allocations plan will soon be finalised.
- Annual reports have been received on all 3 CCGs for this area and they have all failed on some points but South Warwickshire was the worst. A separate meeting with them is now needed to discuss how they are going to make the necessary improvements.
- Some Orbit houses are leaking as a result of the recent heavy rain.
- The rents for new houses are more expensive than those for existing housing stock.
- Green waste consultation – this is a voluntary service provided by SDC. As a council, they have a funding gap of £3m and the net cost of green waste collection is £1m per annum. SDC is the only local authority not charging for this service hence the consultation on whether to introduce a charge from next year.

## 19/151 **Environment & Properties**

### 1 **Pavilion Project**

#### i Progress Report

There has been no progress since last month. The variation on the Sec 106 funding is still awaited along with the VAT advice. A business plan is also needed as it is critical for the

funding application. Cllr Dugmore explained that, regrettably, he is not in a position to be able to help any further with the business plan and requested that someone else takes this on. The possibility of HS2 grant funding has been passed on to the consultant.

ii VAT Advice

Please see above.

2 **Street Lighting, Fisher Road**

The clerk had consulted with all residents who may be affected. Only one person did not respond. Everyone else objected to any additional lighting. It was therefore **RESOLVED** not to proceed with installing an additional lighting column.

3 **Chestnut Tree, Playing Field Entrance**

It was **RESOLVED** to approve the cost of maintenance works to this tree as per the quotation received. Although the tree is not owned by the parish council (it stands on land for which there is no identified owner) and therefore the council does not accept any responsibility for the tree, it is very close to the entrance to the play area and could potentially cause harm or injury to visitors to the playing field and/or their property.

4 **The Hidden Green**

The clerk has been in contact with Orbit who are preparing a draft lease for the council's consideration.

5 **Play Area Equipment**

The annual inspection report had identified numerous repairs. It was **RESOLVED** to approve the cost of the repairs to be made in recycled plastic and in accordance with the quote received except that the clerk will check the costs of the replacement fence posts with the grounds maintenance contractor who may be less expensive than the play equipment supplier in respect of this particular item. It was also agreed that in view of the amount of business the PC has given the supplier this year, the clerk would ask for a discount before placing the order.

6 **Bus Shelter**

It was **RESOLVED** to approve the cost of the replacement glass, to include installation, at £292.

7 **WI Oak Tree**

The WI has been presented with an oak sapling and are looking for somewhere suitable to plant it. Unfortunately, the parish council did not have any suitable land but suggested that the WI contact Bovis Homes in Knightcote Road.

**19/152 Finance**

1 **Monthly Financial Reports**

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

2 **Insurance Renewal**

The clerk had obtained several quotes which had been circulated prior to the meeting. It was **RESOLVED** to accept the quote from BHIB which included an LTA discount.

3 **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.

4 **The Parenting Project – Request for Funding**

It was **RESOLVED** to decline the request for funding as, despite a number of requests, the Parenting Project had been unable to confirm that the money would be used to fund any specific event(s) in Bishop's Itchington which would benefit residents of this village.

5 **Burial Fees for Children**

It was **RESOLVED** to approve the revised schedule of burial fees to comply with new legislation from July 2019 which means that, subject to conditions of eligibility, the parents or persons responsible for arranging the burial of a child will not be charged a fee but instead, the burial authority will claim back the fees from the Children's Funeral Fund.

6 **Grounds Maintenance Contract**

The current contract expires in February 2020. This time it will be advertised from the end of October on the Government's contracts finder website so it is expected to generate a lot of interest. The clerk asked for help in showing prospective contractors around the village. Cllr Thomas volunteered. It was agreed that the twice yearly cutting of the hedge on the wide verge in Ladbroke Road should be included as part of the contract from next year.

7 **Budget Meeting**

The finance group will meet at 7.30pm on 4 November 2019 to begin preparing the budget for 2020/21.

**19/153 BIPC Business Plan**

The draft has been circulated. Councillors were invited to forward any comments to Cllr Dugmore. This is a work in progress.

**19/154 Assets of Community Value**

It was **RESOLVED** to approve the application for re-listing of the Butchers Arms as an asset of community value.

**19/155 Consultations**

1 **Removal of BT Pay Phone, Gaydon Road**

It was **RESOLVED** to object to this proposal on the grounds that this particular payphone appears to meet BT's own criteria for retention.

2 **Green Waste Service**

It was **RESOLVED** to object to SDC's proposal to introduce a charge of £40 per annum from June 2020 for the green waste collection service on the following grounds:

- It would increase the potential for fly tipping.
- Residents are already paying council tax and believe this service to be included in that charge so there would be a perception that they are being charged twice.
- Disappointment at the change away from the exemplar service SDC has been providing.

**19/156 VE Day 2020**

A number of positive responses have been received so far. The first meeting is at the end of the month.

**19/157 Reports and Questions**

- There is a message on the PC's Facebook page about illegal parking. Please would the clerk respond.
- A 3ft high fence has been erected around the Blue Pool which won't prevent anyone from climbing in.

**19/158 Exclusion of Public & Press**

There was no confidential business to discuss.

**19/159 Date of Next Meeting**

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

**Meeting closed at 10.17pm**

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



**APPENDIX B**  
**Budget Report 14 October 2019**

Comparison between 01/04/19 and 11/10/19 inclusive. Includes due and unpaid transactions.

		<b>2019/2020 Budget</b>	<b>Actual Net</b>	<b>Balance</b>
<b>INCOME</b>				
10	Precept	£86,000.00	£86,000.00	£0.00
20	Council Tax Support Grant	£460.00	£460.00	£0.00
30	Burials	£3,000.00	£850.00	-£2,150.00
40	Sec 136 & Other Reimbursements	£1,000.00	£0.00	-£1,000.00
50	Playing Field	£40.00	£196.40	£156.40
60	Interest	£406.00	£272.50	-£133.50
70	Grants	£0.00	£0.00	£0.00
80	Misc	£250.00	£124.75	-£125.25
90	VAT Refund	£0.00	£0.00	£0.00
100	Pavilion Fund	£0.00	£0.00	£0.00
	<b>Total Income</b>	<b>£91,156.00</b>	<b>£87,903.65</b>	<b>-£3,252.35</b>
<b>EXPENDITURE</b>				
200	Salaries & Expenses	£32,305.00	£16,122.39	£16,182.61
210	Councillor Allowances	£500.00	£0.00	£500.00
220	Administration	£9,382.00	£5,430.45	£3,951.55
230	Grounds Maintenance	£22,158.00	£14,071.73	£8,086.27
240	Cemetery & Churchyard	£6,345.00	£740.37	£5,604.63
250	Playing Field	£8,950.00	£5,522.09	£3,427.91
260	Grants	£10,000.00	£2,821.00	£7,179.00
270	Neighbourhood Plan	£2,500.00	£0.00	£2,500.00
280	Other Expenditure	£1,000.00	£1,600.00	-£600.00
290	VAT	£0.00	£0.00	£0.00
300	Contingency	£0.00	£0.00	£0.00
310	Parish Office	£5,194.00	£3,013.50	£2,180.50
320	Pavilion Project	£5,000.00	£722.00	£4,278.00
	<b>Total Expenditure</b>	<b>£103,334.00</b>	<b>£50,043.53</b>	<b>£53,290.47</b>
	Total Income	£91,156.00	£87,903.65	-£3,252.35
	Total Expenditure	£103,334.00	£50,043.53	£53,290.47
	<b>Total Net Balance</b>	<b>-£12,178.00</b>	<b>£37,860.12</b>	