

LONG ITCHINGTON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON WEDNESDAY 1st DECEMBER 2010 AT 7.30 pm IN THE COMMUNITY CENTRE, STOCKTON ROAD, LONG ITCHINGTON

Present: David Copley (Chairman) Christopher Spencer (Vice-Chairman)
Barbara Atkins Ian Briggs Wendy Charles
Frances Heales Richard Jackson Adrian McNally
Russell Wheatley

District & County Cllr: Robert Stevens

Parish Clerk: Sue Jack

Members of the public: none

1. **Apologies accepted:** none.
2. **Questions from members of the public:** none.
3. **Declaration of interests:** none.
4. **Minutes of the meeting held on 3rd November 2010**
Councillor McNally proposed that the minutes, having been circulated to all councillors prior to this meeting, were signed as a correct record. Councillor Briggs seconded this proposal and it was agreed.
5. **Neighbourhood Watch:** Councillor Charles reported that there had been little response to the request for volunteers in the last Parish Diary but it was planned to try again in the next issue.
6. **Report from District/County Councillor Stevens:** there were no details of the proposed budget cuts at the County and District Councils, expected to be 20-25%, but they should be agreed before Christmas. The Youth Service and transport for the elderly were controversial areas.
Cemex quarry extension application – this had been refused by the District Council and was expected to be considered by the County Council after Christmas.
Housing – 3900 houses were to be built in the district in the next ten years.
7. **Reports from committees:**
 - 7.1 **Community Centre:** Councillor Atkins reported that there had been an accident outside one of the emergency exits and the Chairman and the Head of the School were to discuss getting the path re-aligned and motion sensitive lights installed outside both exits.
 - 7.2 **Communications:** Councillor Atkins reported that volunteers had been found to look after the notice boards around the village.
A "Welcome Pack" for new residents in the parish was to be compiled by the Clerk and herself and distributed through the school and other suitable outlets.
A volunteer had been found to manage the website and a meeting was to be arranged during December.
 - 7.3 **Emergency Planning:** "Watermark" project – Mr. Potter was available to meet councillors in the daytime to discuss this project. Councillors Atkins, Copley and Wheatley agreed to attend.
 - 7.4 **Finance**
 - 7.4.1 **Monthly report:** see attached.
 - 7.4.2 **Payments for approval:** Councillor Spencer proposed that the accounts were approved and Councillor Charles seconded the proposal. All agreed.
The supplier of the new Christmas tree lights was insisting on payment in advance of delivery. It was agreed that the Clerk would use her credit card and be reimbursed in time to pay her account without incurring any interest charges.

- 7.4.3 Budget 2010/11:** following a meeting of the Finance Committee on 26th November Councillor Spencer proposed a budget for 2011/12, which included a 4.7% increase in the Precept which compares with the RPI for September 2010. It was agreed to defer the final decision until the January meeting.
- 7.4.4 Churchyard grant:** Councillor Jackson reported that the Church had to pay at least £500 to mow the churchyard and cemetery. It was not a wealthy institution and the congregation of approximately 40 people were expected to contribute to all church maintenance and pay a sum to the Diocese for the Vicar's salary. Repairs to windows in the porch, which had recently been damaged, cost £800 and the clock now needed repairs costing £590. It was agreed that the Council would obtain a quote from its contractor for grass cutting and the Parochial Church Council would write to various local businesses to enquire about grants for the clock repairs.
- 7.4.5 Proposed New Accounting Software:** Councillor Spencer reported that a new accounting software package, Scribe 2000, had been purchased and would be run in tandem with the existing system until the end of the financial year. The following year would be run solely on the new system as long as no problems had been encountered. It seemed sensible to delay the appointment of an assistant to the Clerk until 1st April when training for the new accounts system would be in place.
- 7.4.6 Leamington Hibs:** No payments had yet been received – Clerk to chase.
- 7.4.7 Maintenance of Green End Fields:** The Chairman asked for a running account to be kept of Mr Pail's hours and expenses.
- 7.5 Street Lighting/Highways**
- 7.5.1 Faulty lights:** the light opposite Catteralls, Southam Road, needed reporting to the County Council.
Street light 00 Leamington Road, which appears to be sited in the garden of Belfarset, needed replacing but it was agreed to check the position of the light with Mr. Cunningham, County Council, to ensure that it would be suitable for adoption by the County Council in future.
- 7.5.2 Highways Working Party Meeting 15th November:** see notes attached.
- 7.5.3 Southam Road:** it was believed that water dripping from Cemex lorries was freezing and making the road surface dangerous. It was agreed to contact the company and to report the problem to Mr. Byrne at the meeting arranged for 6th December.
- 7.5.4 HS2:** at the meeting in Southam on 25th November Southam Town Council had agreed to object to the proposal.
- 7.6 Playing Fields/Open Spaces**
- 7.6.1 LILAC Project:** Councillor Wheatley reported that he had attended a one day training course with Entrust about Landfill Grant application procedures. He had applied for a Community Development Fund grant of £10,000, to Vision4Southam and to the Sports Council for a further £10,000. Mike Brown was getting tenders for the drainage work which was required. The next meeting was on 8th December.
A letter was required from the Parish Council to confirm that LILAC had permission to carry out work on Council land. This was agreed subject to the Council having prior knowledge of all proposals.
- 7.6.2 Open Spaces Working Party 15th November:** see notes attached.
- 7.6.3 Mower for Green End:** a new mower would cost about £4000. The possibility of leasing one could be looked into.
- 7.6.4 Grasscutting/gangmowing 2011 season:** a gangmowing quote had been received.
- 7.6.5 Car Park, Marton Road:** Councillor Wheatley reported that Mr. O'Brien had quoted £9859 for an area of 730sq.metres of permanent tarmac which would provide parking for 29-30 cars. The Chairman suggested getting another quote from Chris Clewes of Priory Plant, and also said that a quote for a temporary area of hardcore was expected from Mr. Evans.

7.7 Planning

7.7.1 Monthly report – see attached.

7.7.2 Cemex: quarry extension application refused by the District Council on 17th November.

7.7.3 Housing: the Clerk reported that the planning application for the Stockton Road development was delayed until an education contribution was agreed. Councillor Briggs suggested that it might be a good idea to start thinking about the next area to be developed. The Parish Survey, to be carried out in January 2011, should provide an indication of current need. It was agreed to inform Mr. Ward, the Housing Enabler, about the survey, and to ask for a further progress meeting in the near future.

7.7.4 Enforcement matters: no information had been received from the Enforcement Officer. The Clerk will press for further progress on Marton Road Farm Caravan site and also on the new development at Lilac Cottage, Bascote.

7.7.5 Stratford Planning Meeting 8th December: no items.

7.7.6 Planning Rota:

Dec – Heales and Jackson Jan – Atkins and Charles

8. Meetings attended/forthcoming meetings

8.1 Warks. County Council Pension Fund meeting 24th November – Councillor Spencer had attended and found it very informative.

8.2 Community Forum meeting Wednesday 15th December at 7pm at Southam Primary School

8.3 Community Centre Management Committee meeting 4th December

9. Correspondence for circulation

9.1 Winter gritting info – WCC

9.2 Clerks & Councils Direct

9.3 Brownies - thank you for grant

9.4 Countryside Voice

10. Other Items

10.1 Parish Survey: copies of the proposed questions had been circulated to all councillors. A simplified form of the plan for the LILAC proposal was agreed. The survey was due to be delivered between 7th – 12th January and analysed at the end of January. The total cost would be £995 and a grant was being applied for to cover this cost.

10.2 WALC Standing Orders & Financial Regs update: deferred to next meeting.

11. Any other business – for information only

Councillor Heales gave her apologies for the next two meetings as she was going to Australia.

Councillor Briggs said that the profits from the village bonfire had been distributed amongst village organisations.

Parish Council minutes were available in the Parish Office or online and a note to this effect would be put in the next Parish Diary.

Annual Parish Dinner – a date needed to be fixed at the next meeting.

Annual Parish meeting – suggested dates were 16th April or 7th May 2011.

12. Date of meetings all at 7.30 pm in the Community Centre, Stockton Road.

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|------------------------------|-------------------------------|-------------------------------|--------------------------------|
| 5 th January 2011 | 2 nd February 2011 | 2 nd March 2011 | 6 th April 2011 |
| 4 th May 2011 | 1 st June 2011 | 6 th July 2011 | 7 th September 2011 |
| 5 th October 2011 | 2 nd November 2011 | 7 th December 2011 | |

The Chairman declared the meeting closed at 10.12 p.m.

Signed..... **Date**.....

Highways Working Party meeting 15th November 2010 – notes

Present: Cllr. Jackson and the Clerk

1. **Pot hole survey to be updated** – Cllrs. Briggs and Cobley.
2. **The verge and road opposite the pub** - low priority according to Mr. Byrne.
PC to put posts in? Possibly get a grant (Conservation Area improvement?) or donation.
Councillor Briggs to devise some options for consideration.
3. **Cement dust on A423** – reported to Mr. Byrne
4. **Gulleys** – Wulfstan Drive and triangle by Buck and Bell – drains sinking – reported to Mr. Byrne.
5. **Bollard opposite Co-op is leaning** – reported to Mr. Byrne.
6. **Cleaning of name signs in village** – Clerk to ask Mr. Byrne when they will be done.
7. **“Gate” sign, Stonebridge Lane** is missing – Clerk to report to Mr. Byrne.
8. **Speed reduction at Bascote Heath** – check latest position with WCC.
9. **New Highways signs:**
Height restriction signs needed for bridge at Snowford Hill near pond and weight limit on river bridge, Leamington Road and at the Fosse end of the road – requested from WCC. Informed that there is a backlog of requests and will be looked at as soon as possible. Clerk to chase.
10. **New name signs:**
“The Green” - the Clerk had requested a sign for the green by the notice board in Church Road.
Clerk to chase.
11. **Verge at Stockton Rd** on left of Community Centre exit –Mrs. Fincham has been asked to trim.
12. **The “Stratford District” sign** is off its posts on A423 – Clerk to report.

Streetlights

1. **Meeting with WCC** - WCC have inspected and would be willing to take over the newer lights. A meeting was held with Mike Cunningham, WCC. He is to discuss taking over eligible lights with his manager.
2. **Light at Thorn Way** – was made safe by E.ON and a new light has been ordered. Clerk has made a claim for reimbursement.
3. **PL5 Galanos** – resident had requested a shield to prevent light shining in his house – now adopted. Clerk to check options.
4. **Leamington Rd** – E.ON to inspect.

Open Spaces Working Party meeting 15th November 2010 – notes

Present: Cllrs. Jackson and Wheatley, Mr. Round and the Clerk

- 1. Car park, Marton Rd** – stone needed. Cllr. Wheatley to report.
- 2. Mower repairs/replacement** – quotes were being obtained for repairs and options for replacement were being investigated. PC needs to take an overview of use of playing field in future. Costs for level of use etc. need to be justified
- 3. LILAC** – Cllr. Wheatley to report on meeting on 9th November.
- 4. Christmas Tree lights** – Clerk has ordered.
- 5. Noticeboard for Leigh Crescent** – request from residents. Clerk to investigate the possibility of a grant to pay for the board.
- 6. Bus shelter guttering needs repair** - it was agreed that the guttering was not necessary and the remaining sections could be removed. Mrs. Fincham has been asked.
- 7. Memorial seats** – it was agreed to place the seat in front of the Marsh House. Clerk has contacted Wendy Hawke about the location. Site meeting required to finalise position.
- 8. 73 Leigh Crescent** – roses etc. hanging over path and around street light – to be cut back.
- 9. Pond overflow** – PC is responsible for repairs. Mr. Byrne had confirmed that a Section 50 Street Works Licence would be required if a connection was to be made to the main. He was happy to meet on site with plans to discuss the exact location of the mains. Clerk to arrange meeting in October.
New flotation cubes(11) needed.
- 10. Tollgate Cottage** – Ian Field – trees are hanging over garden/fence being damaged. MAC to remove.
- 11. Practice goal** - for playing field needs to be installed. Mr. Ward to install this week.
- 12. SM3 area around kissing gate** - gets very muddy when wet - needs hardcore/chippings laying. WCC will inspect.
- 13. Beechcroft** – Cllr. Spencer had met Ms. Holdsworth of Orbit, Heart of England re Garden/verge along the front of the wall – Orbit do not own it but are willing to plant it up and hand over to LIPC for future maintenance. Mr. Purser has suggested Cotoneaster horizontalis.

Information/updates on existing jobs

1. Marton Road - Sign "Gate this way". T & J to put up.

2. Footpaths

Footpath along side of cemetery needs strimming – Clerk has asked Mrs. Fincham.

3. Play area repairs. Site meetings would be useful for new councillors.

Leigh Crescent

Safety surface under swings needs repair

SDC asked to replace fence.

EA informed of smell

Springer to be replaced - T & J to be asked (DW has springer) Allan key needed – star shaped with a centre hole – Mick Pails has it.

Short Lane Play area

Replacement of "springers" - Grant not available – PC to pay?

Fence around green needs inspecting - T & J

Problem with footballs. Re-design green area? – Clerk to contact garden designer.

Fence along road side needs posts screwing in – T & J to be asked.

Green End

Slide to be checked/wood needed – SJ to contact supplier.

Pillar needs capping – Mr. Ward asked to do it.

Tractor – the Young Farmers had offered to paint it.

Mole problem – Contractor informed.

4. Bins

4.1 Chater's Orchard – clips needed ordering to attach bin to pole.

4.2 Play area, Green End – bin missing – replace?

5. Trees

5.1 Trees at New field – need clearing between them. Mrs. Fincham to trim.

5.2 Wulfstan Drive – part of a tree was dead. Mr. Purser and Mac to inspect.

PLANNING REPORT November 2010

10/02360/TPO Mr. P. Morley, Green Garth, Old Vicarage Drive, Leamington Road

T1 Sycamore: reduce back crown growing towards bungalow by 20%.

T2 Lime: thin crown by 30% and clean

Approved 11/11/10.

10/02407/FUL Dr. D. Burston, Polo Grounds, Stoneythorpe

The erection of a "Marquee" style events building and the retention of 3 existing marquees approved under ref. 02/01272/FUL

Approved 1/12/10

10/02488/ADV Charles Wells Ltd, The Duck on the Pond, The Green, Long Itchington

New signs

Object as the proposed signs are not in keeping with the Conservation Area and would detract from the general appearance of the area. 1/12/10