

LONG ITCHINGTON PARISH COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING HELD ON WEDNESDAY 4th MAY 2011 AT 7.30 pm IN THE PRIMARY SCHOOL, STOCKTON ROAD, LONG ITCHINGTON

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

District Councillor: Christopher Spencer

County Councillor: Robert Stevens

Parish Clerk: Sue Jack

Members of the public: 2

1. **Apologies accepted:** none.

2. **Questions from members of the public:**

Mr. Pails was concerned about the quantity of litter left on the playing field near the football pitch, particularly over the Beer Festival weekend. A car got through the gap in the fence and parked on the field. One of the bins was missing and the other had been burnt. The Chairman said that the Council would meet with the landlords of the six pubs involved in the Festival to discuss complaints and make better plans for next year. The Parish Survey had produced volunteers, some of whom might be willing to form a litter picking group.

3. **a) Election of Chairman for 2011/2012** – Councillor Cobley was nominated, agreed to stand and was duly elected, but gave notice that for personal reasons he would be resigning from the PC in May 2012.

b) Election of Vice-Chairman for 2011/2012 – Councillor Spencer was nominated, agreed to stand and was duly elected.

c) Election of Working Parties for 2011-2012

i) Communications – Cllrs. Atkins, Charles, Cobley and Spencer.

ii) Community Centre Management Committee – Cllrs. Atkins, Charles and Heales.

iii) Emergency Planning – Cllrs. Briggs, Cobley, McNally and Wheatley.

iv) Finance – Cllrs. Briggs, Cobley, Spencer and Wheatley.

v) Planning – Cllr. Briggs and a rota of all councillors.

vi) Playing Field/Open spaces – Cllrs. Heales, Jackson, McNally and Wheatley.

vii) Street lighting/Highways – Cllrs. Briggs, Jackson and McNally.

4. **Declaration of interests:** none.

5. **Minutes of the meeting held on 6th April 2011**

Councillor McNally proposed that the minutes, having been circulated to all councillors prior to this meeting, were signed as a correct record. Councillor Charles seconded this proposal and it was agreed.

6. **Neighbourhood Watch:**

Mr. Charles reported that he had attended the Annual Parish Meeting and the Spring Show to generate some interest but had not had a lot of success.

There had been two incidents of burglary, one at The Diner and the other at a house on the main road. The police had attended but were unable to find the male intruder.

Cars had parked at Thorn Way and youths had lit fires and left litter in the adjoining field and damaged some of the new saplings planted there.

Mr. Pails had provided the names of four youths who had been riding around the playing field on motorbikes. Mr. Delchar had provided information about a car parking at the top of Green end late at night. The new PCSO, Claire Murray, was grateful for the information. Cllr. Spencer said that the perpetrators of the recent robbery at Gordon's Barn had been to court and admitted some offences whilst others were kept on file. A good result.

- 7. Report from District Councillor Spencer:** the District Council was awaiting the result of the elections on 5th May (Cllr. Spencer was elected unopposed). New charges had been implemented for taxi licences and pitch hire fees but car parking charges remained the same. The Alternative Vote referendum would be held in Long Itchington even though there was no District Council election.

From 10th May the Police front desk would move to the library in Southam.

He had met Alice Cosnett, Planning Officer, to discuss the application for Lilac Cottage, Bascote. The main points were that 1) the building had been built on Highway land and 2) whether or not it had been built in compliance with the approved plans.

The first point had to be resolved before any action could be taken. Then enforcement action would have to be considered but there were difficulties because it was felt that the house was not substantially larger than the original plan, although Mr. Stilwell disputes this. If roof lights had been put in and an application then made to develop the roof space it would have been approved under permitted development rights.

8 Reports from committees:

8.1 Community Centre:

No report.

8.2 Communications

Councillor Atkins reported that a website with unsavoury connections had a link to the Parish Council website and it was hoped, after consultation with Mr Pete Evans, to remove this as soon as possible.

The format of the Parish Diary was to be looked at as there was often too much information to publish.

8.3 Emergency Planning

The Chairman had updated the emergency cascade of contacts and copies would be distributed shortly.

8.4 Finance

- 8.4.1 Monthly statement:** Councillor Spencer said no report was available as the new accounting system had not been rolled over to the current year yet. The invoice for the election charge had been received from the District Council at the expected amount but there was a proviso that if the District Council did not obtain a full grant from the government there may be an additional amount to pay. He also queried whether the electricity charge for street lighting had been reduced since some streets had been taken over by the County Council. The Clerk agreed to check this and, possibly, arrange a meeting with EON.

- 8.4.2 Payments for approval:** Councillor Atkins proposed that the accounts were approved and Councillor McNally seconded the proposal. All agreed.

8.5 Street Lighting/Highways

- 8.5.1 Faulty Lights:** none.

- 8.5.2 Working Party meeting 18th April 2011:** see attached notes.

- 8.5.3 HS2:** the latest Parish Survey had given the Council a mandate to object to this proposal and it was agreed to consult with the local action group, SAAG, before making a response to the formal consultation. The Southam roadshows would be held on 3rd/4th June.

- 8.5.4 Railway bridge height sign, Snowford Hill:** Clerk to chase up County Council.

- 8.5.5 Pot-hole survey:** Councillor Briggs said some had been filled in but there were utility trenches which had been poorly reinstated and the haunching of some roads needed rebuilding.

8.6 Playing Fields/Open Spaces

8.6.1 LILAC: the next meeting was on Monday, 9th May. The planning application for the culverting of the ditch had thrown up the need for a greater crested newt survey, at considerable expense. It was believed that there were newts in this area so there was no need to pay for a survey but the plans might have to be changed and other options considered.

8.6.2 Working Party meeting 18th April 2011: see attached notes.

8.6.3 Litter/bins: a bin at the western end of the pond had been stolen and would be replaced by the one in store. The bin by the skateboard ramp had been trashed and it was agreed to replace it with a more vandal resistant type. A request had been received for a bin outside the shop in Leigh crescent but the District Council's policy was not to empty any additional bins. Councillor Spencer agreed to look into this. The District Council was to be asked to resume emptying the replacement bin at Chater's Orchard.

8.6.4 "Stop Speeding" Bin Stickers: The Clerk would try to source these.

8.6.5 Horsebox, Stockton Road: residents were still complaining about the damaged horsebox parked on the road. It was agreed to investigate what action could be taken, perhaps a letter to or meeting with the owner.

8.6.6 Footpaths: Councillor Atkins said she had forwarded a list of volunteers to Russ Fowler. It was agreed to ask him for feedback.

8.6.7 Village Maintenance: unfortunately Mrs. Fincham had to retire for personal reasons and the Council expressed their thanks to her for the good work done around the village. It was agreed to advertise in the Parish Diary for a replacement and to contact neighbouring parishes to find out how they deal with this type of work and possibly share costs.

8.7 Planning

8.7.1 Monthly report: see attached planning report.

8.7.2 Cemex: the date for the next liaison meeting had not been fixed yet.

8.7.3 Housing: the plan for the Stockton Road development had been amended by reducing the number of houses from 10 to 12 to avoid the need to pay an educational premium to the County Council following a decision on a similar development in Stockton. This change was to be reported in the Parish Diary and a public viewing might be arranged once a formal planning application was received.

8.7.4 Enforcement matters: Councillor Spencer had been informed by the District Council that an unauthorised development had been discovered by its' officer at the Greystone Cattery, Bascote Heath, in that the route of a roadway had been diverted. He had visited the site and talked to the current owner and felt that the change did not cause any problems. It was agreed not to take the matter any further.

8.7.5 Stratford Planning Committee Meeting 27th April: no items.

8.7.6 Planning Rota: May - Cllrs. Heales and Spencer.

9. Meetings attended/forthcoming meetings

9.1 Community Centre Management Committee meeting 29th June at 7.30pm

9.2 HS2 Roadshows: Bell Inn, Ladbroke, 2nd June and Graham Adams Centre, Southam, on 3rd/4th June.

9.3 CPRE AGM 27th May at 6.30pm at Lord Leycester Hospital, Warwick.

9.4 Southam Community Forum 8th June at Dasset Primary, Memorial Road, Fenny Compton.

9.5 Planning Workshop on 13th June at the Council Chamber, Stratford.

10. Correspondence in – circulated in envelope.

11. Other Items

11.1 Parish Survey: the Chairman said that the survey had created a list of issues which required action. He suggested that paper copies of the summary of the results were made available and it was also put on the website. Councillor Atkins agreed to look into this.

- 11.2 **Annual Parish Meeting:** the Chairman said that the meeting had been lively and the survey results had been presented very effectively by Jeremy Atkins. He was disappointed that the attendance was not as good as last year, although it was still very good.
- 11.3 **Churchyard maintenance:** Councillor Jackson asked the Council to make a grant of £250 towards the upkeep of the churchyard. This was agreed.
- 11.4 **Beer Festival:** the festival had been very successful and enjoyed by residents and visitors alike. There had been a complaint about the level of noise coming from the live music at The Cuttle on the Sunday night and there was a problem of litter and broken glass in some areas of the village. The banner had been placed on the pond railings three weeks early and had to be removed. More, and clearer, signs were needed to direct traffic to the car park at Marton Road Farm and Councillor Spencer pointed out that there would be greater problems if the weather was wet at a future festival. It was agreed to meet the landlords involved to see what could be done to improve things for next year.
- 11.5 **Carnival 30th May:** Cllr Briggs informed there might be a shortage of marshals this year and there was no police presence.
- 12. **Any other business (for information only)**
Councillor Stevens said that there appeared to be some apathy locally about the HS2 proposal and a low turnout was expected for the AV referendum on 5th May. He also confirmed that the Stockton Recycling depot was not due to be closed although it might be handed to a recycling charity to manage. It was agreed that he could pass the results of the Parish Survey to officers at the County Council.

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

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 10.40 p.m.

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

Long Itchington Parish Council – Cheques for authorisation 4th May 2011

Chq No	Payee	Description	Total
003059	Elite Plastering	Plastering of Pavilion	1536.12
003060	Mrs. W. Charles	Sound system for CC	650.00
003061	Tree News	Annual subs	10.00
003062	Stratford DC	Election re-charge 2010	1699.39
003063	E.ON	Elec. Charges 1.1.11 – 31.3.11	1109.64
003064	I-CRE8	Domain name renewal - website	63.74
003065	Mr. C. Sheasby	Year 1 tree works	1740.00
003066	Severn Trent Water	Water charges for CC	46.65
003067	Jukes Pest Services	Mole contract	100.00
003068	Mr. Pails	Pitch maintenance – Apr'11	100.00
003069	Mrs. Brown	Toilet cleaning – Apr'11	100.00
003070	Mrs. Fincham	Relief keyholder – Apr'11	444.75
003071	Mr. C. Hancock	Stationery/tape	55.27
003072	Mrs. S. Jack	Clerk's salary May'11	872.74
003072	Mrs. S. Jack	AOL subs March'11	14.99
003072	Mrs. S. Jack	APM banner reimb	40.73
003073	Inland Revenue	Tax/NI payment Apr'11	173.05
003074	Rod NewburyLtd	Windows at CC	1900.00
003075	Petty Cash	Petty cash transfer for May'11	100.00
		Total	10,757.07

Highways Working Party meeting 18th April 2011 - notes

Present: Cllrs. McNally, Heales and Jackson and the Clerk

Parish Survey priorities

1. **Speeding** – Leamington Road, Church Road, Stockton Road and Bascote Heath
2. **Car parking**

Existing issues

1. **Pot hole survey to be updated in March/April** – Cllrs. Briggs and Cobley.
2. **The verge and road opposite the pub** - low priority according to Mr. Byrne. Possibly remove tree to create a lay-by? Mrs. Whitehead has no objection. Clerk to contact Mr. Burrows, WCC, in April to develop a priced project.
3. **Speed reduction at Bascote Heath** – Cllr. Stevens has obtained a grant of £16000 for safety works. Details to be available after 1st April.
4. **Speedaware** – WCC have changed the scheme.
5. **HS2** - consultation documents have been received. SAAG have agreed to have a stand at the APM. The Southam Roadshow will be held on 3rd/4th June.

Already reported:

1. **Gulleys** – Wulfstan Drive and triangle by Buck and Bell – drains sinking – reported to Mr. Byrne.
2. **“Gate” sign, Stonebridge Lane** is missing – reported to Mr. Byrne.

3. 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.

4. New name signs:

"The Green" - the Clerk had requested a sign for the green by the notice board in Church Road. Clerk to chase.

5. Verge at Stockton Rd on left of Community Centre exit –Mrs. Fincham has been asked to trim.

6. The "Stratford District" sign is off its posts on A423 – reported to SDC.

Streetlights

1. Meeting with WCC - WCC have inspected and have taken over the newer lights at Russell Close, Galanos, Leather Street and Shepherd Close. WCC have agreed to take over the lights, not paint them, if two extra lights are installed. Quote to be obtained.

3. PL5 Galanos & PL? Bascote (Keytes Cottage) – residents had requested shields to prevent light shining in their houses. No shields were available and it was agreed not to provide any form of shading.

4. Leamington Rd – E.ON have said light needs replacing. WCC criteria to be checked.

5. A423 Marton Road – street light leaning – WCC have cut off top part of column but are to be asked to remove the stump and make good.

6. Bollard light on A423 by Tudor House was not working – reported to WCC.

Open Spaces Working Party meeting 18th April 2011 – Notes

Present: Cllrs. McNally, Heales, Jackson and Wheatley, Mr. Purser and the Clerk

1. LILAC/car park, Marton Road – Cllr. Wheatley to report. A planning application has been made for drainage work, the car park and the storage container. Surfacing the car park was now the top priority. The results of Parish Survey would be very useful in moving the project forward. A grant of £10,000 had been confirmed for the jogging track, although the actual route needed to be agreed. A final plan needed to be put to the village for approval.

2. Village Maintenance – Mrs. Fincham has resigned and a replacement is needed asap. Any suggestions? Litter is a particular problem at Green End. Mr. Ward could do any building works.

3. Pitch hire for 2011/12 season – current teams have expressed an interest in continuing to hire the facilities. Costs/charges to be discussed.

4. Noticeboard for Leigh Crescent – request from residents. Clerk to investigate the possibility of a grant to pay for the board.

5. Bus shelter guttering needs repair - it was agreed that the guttering was not necessary and the remaining sections could be removed. Cllr. McNally to have a look.

6. 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.

7. 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. Possibly use volunteers to clear area.

8. "No parking" signs for Green x2 – Clerk has ordered. Will chase up.

9. Churchyard maintenance – Possibly get volunteers through the Arthur Rank Centre at Stoneleigh. (Gill Hopkinson). Mr. Myhill has written again to request help from the PC.

Information/updates on existing jobs

- 1. Marton Road - Sign "Gate this way". T & J to put up. Clerk to check.**
- 2. Footpaths** - Footpath along side of cemetery needs strimming – Clerk to check.

3. Play area repairs. Site visits 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 - (DW has springer) Allan key needed – star shaped with a centre hole – Mac has a key.

Short Lane Play area

Replacement of "springers" - Grant may not be available – PC to pay if not.

Fence around green needs inspecting - T & J

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

Green End

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

Tractor – the Young Farmers had offered to paint it.

Mole problem – Contractor informed. Clerk to get a report.

4. Bins

- 4.1 Play area, Green End** – bin missing – replace? Amount of litter to be monitored.
- 4.2 Plastic cover** is missing from bin at the pond – DC has a new one in his garage?

5. Trees

5.1 Trees at New field – need clearing between them. Possibly get Mr. Hudson?

5.2 Model Village – a complaint has been received about the state of the pavement and tree roots which are breaking it up. Tree to be inspected.

5.3 Tree Warden meeting in village on Saturday 16th July – Cllrs. McNally and Wheatley to attend. A projector is needed – Mr. Purser to contact Chris Hancock.

5.4 Tree work, Greens etc. – Year 1 work has been completed.

5.5 Holly hedge at Green End – Mr. Purser has arranged planting.

5.6 Elms – letter of thanks to Matt Austin. Wire fence to be removed.

PLANNING REPORT May 2011

11/00194 Charles Wells Brewery The Duck on the Pond

This application was withdrawn.

11/00064/FUL Miss G. Paige, Lilac Cottage, Bascote

Awaiting decision about County Council land.

11/00248/VARY Mr. N. Morton, 26 Model Village, Long Itchington

Variation of Condition 4 of 09/00233/FUL to change position of access.

No objection.

11/00556/LBC & FUL Dr. P. Bellamy, Yew Tree Farm, The Green, Long Itchington

Demolish and rebuild existing outbuilding to convert into ancillary accommodation and erection of single-storey orangery.

No objection.