

## LONG ITCHINGTON PARISH COUNCIL

### MINUTES OF THE MEETING HELD ON WEDNESDAY 3<sup>rd</sup> July 2013 AT 7.30 pm IN THE COMMUNITY CENTRE, STOCKTON ROAD, LONG ITCHINGTON

**Present:** Ian Briggs (Chairman)  
Barbara Atkins Wendy Charles Linda Clark  
Richard Jackson Adrian McNally Rosemary Reeve  
**County Cllr:** Robert Stevens  
**Parish Clerk:** Liz Bonney  
**Members of the public:** 4, Fisher family + representative from Rosconn group

1. **Apologies accepted:** Cllr's Spencer and Wheatley
2. **Questions from members of the public:** The Fisher family wished to express concern about the beer festival, the Clerk read the minutes from the previous meeting so they were aware of the discussions. Cllr Atkins outlined her dealings with the licensing authority, that in future the public houses must liaise with the Parish Council and have a lot more responsibility to consider the effect on the village after the pub has closed its doors. Cllr Briggs explained that the Parish Council intended to send a letter to all the pubs who took part and ask for better communication. Although the Parish Council holds little power, we can still convey the public complaints and work with the pubs to aim for a smoother festival in the future. There was concern with added extras to the festival such as camping. Daniel O'Donnell from the Rosconn group wished to arrange a pre planning presentation to inform the village of a potential new estate. Cllr Briggs made it clear the Parish Council would take a standard approach and could have no view on the development until it went to an official planning application but would support a presentation to keep the Parish informed.
3. **Declaration of interests:** none.
4. **Minutes of the meeting held on 2013**  
Councillor McNally proposed that the minutes, having been circulated to all councillors prior to this meeting, were signed as a correct record. Councillor Clark seconded this proposal and it was agreed.
5. **Neighbourhood Watch:** Several incidences of letter boxes being rattled in the early hours of the morning have been noted. The Police have spoken to customers parking on the pavement at the Buck and Bell.
- 6.1 **Report from County Councillor Stevens:** There will be more integration of NHS and Social Services to try and speed up hospital discharges. The NHS will be reorganised but whether this will be privatisation is not clear yet. The Education grant is frozen, more primary schools will become academies and teachers pay will be performance related and the yearly incremental rise will be phased out. HS2- Recent meeting at Graham Adams Centre. Some MPS beginning to speak out due to spiralling costs. M6 and M42 will be closed during development and possible longer.
- 6.2 **Report from District Councillor Spencer:** No report from Cllr Spencer, but Cllr Reeve informed the council about the WDC proposal for a traveller site at the exhibition centre on the Fosse way. Cllr Briggs reminded the council of the move to all out elections so the next Parish election will now be due in May 2015 instead of 2014.
- 7 **Reports from committees:**
- 7.1 **Community Centre:** The CCMC has agreed to reduce the meetings to bi monthly and the next meeting will be in September. Cllr Clark has suggested a clearer sign for the Parish Council and Community Centre to go underneath the school sign. Quotes need to be obtained

and a discussion with the school regarding the sign. The lease agreement has been agreed by the school governors and more help is required for the autumn and spring show.

- 7.2 Communications:** Cllr Atkins asked about the progress of the welcome pack. Cllr Charles and Clark confirmed it was continuing and would be ready soon.
- 7.3 Emergency Planning:** Flood pumps need to be tested, Cllr Briggs and McNally to arrange. Stock take of equipment needs to be arranged. Emergency Planning meeting to be arranged.
- 7.4 Finance**
- 7.4.1 Accounts for approval:** Cllr McNally proposed that the attached cheque list was approved, Councillor Clark seconded the proposal and it was agreed.
- 7.4.2 Financial Report:** Clerk explained the monthly finance report. Question arose regarding community centre and reduced income. Clerk to check figures and respond. \* *Clerk checked accounts and confirmed it was a timing issue with receipts.*
- 7.4.3 Financial meeting to approve August Accounts:** Meeting confirmed for Thursday 1<sup>st</sup> of August, 11:00 am in the office.
- 7.4.4** It was proposed by Cllr Atkins that Liz Bonney (Clerk to the Long Itchington Parish Council) be empowered to cash cheques (for petty cash purposes) to the value of £300 in any one week. Cllr Briggs seconded the notion and it was agreed unanimously.
- 7.5 Street Lighting/Highways**
- 7.5.1 Faulty lights to be reported:** None at the moment.
- 7.5.2 Rhine Hill Light:** Further to previous discussions, Clerk has investigated and the responsibility lies with Parish Council if we want to get it replaced. Quotes are in the region of £1800 plus VAT. If electricity has been cut then it will cost much more. Cllr McNally to investigate if live feed still in place. Decision will be made once we know full cost.
- 7.6 Playing Fields/Open Spaces**
- 7.6.1 LILAC Project:** Cllr. Jackson reports the budget proposal that the DHL team are working to. The DHL grant has not been approved yet and won't be until later in the year but they need to progress with plans. There will be a project chart produced by the end of September. Cllr Jackson proposed that LILAC is able to spend £3910 for planting of trees, wildflowers, Picnic benches and groundwork costs, please see attached for full details. Cllr McNally seconded the proposal and it was agreed. Cllr Clark brought up the issue of the jogging track being difficult to negotiate, LILAC group to look at how to sort this.
- 7.6.2 Environment Working Party Meeting:** Agreed for 17<sup>th</sup> July 2013 at 7:30 in the Office.
- 7.6.3 Footpath:** Cllr Reeves highlighted the new millennium way route and it was suggested it be placed on the website and clerk to inform Brian Smith.
- 7.6.4 Village maintenance:** Resident Tony Grimes is concerned about the gap in the flood defences, sand bags have been put in the gap but Clerk to contact environment agency and get this repaired. A suggestion to move the bench on the green due to bird's mess, Clerk to investigate. Clerk to chase the highways team with regard to all the yellow markings in the village, but no apparent repairs in progress.
- 7.6.5 Village play parks:** Clerk explained quotes and progress so far, further discussions to be brought to the environment working meeting. Cllr Jackson to help Clerk to prepare business plans for improvements. Cllr Atkins mentioned the proposed village day and it would be good for cleaning up the parks
- 7.6.6 Duck Pond Sign:** This was discussed and council was divided, some felt it unnecessary and some were happy to have it. Council agreed it could be bought and arranged by the resident but Parish Council would not pay for it.
- 7.7 Planning**

- 7.7.1 **Monthly report:** The 3 planning applications were discussed and no objections were raised.
- 7.7.2 **Cemex:** Liaison meeting 18<sup>th</sup> July.
- 7.7.3 **Enforcement matters:** None
- 7.7.4 **Stratford Planning meeting July 2013:** No items concerning the Parish
- 7.7.5 **Planning Rota:** For the next 3 months it will be Cllr Atkins, Jackson and Reeves.

**8. Meetings attended/forthcoming meetings**

- 8.1 **WALC Liaison:** Clerk attended this meeting and made some good contacts.
- 8.2 **Village Forum:** Cllr Clark attended the recent forum and wanted to bring the mobile library consultation to public attention. There will only be 1 stop in the village down from 5 current stops. Copies of the form can be found in the Clerks office. Recent police rules means the Scrap Lorries are reducing as they are no longer allowed to pay in cash. The core strategy should be available from October.

**9. Correspondence for circulation**

- 9.1 **Mobile phone mast on Ridgeway Lane:** Pre planning letter advising of this. No need for any comment at this stage.

**10. Other Items**

- 10.1 **Clerk Training:** Clerk request for permission to apply for CILCA qualification. Registration will cost £150 plus vat and extra for certain training courses. Cllr McNally proposed this to be allowed, Cllr Atkins seconded the proposal and it was agreed.
- 10.2 **Local Council Administration 9<sup>th</sup> Edition:** Clerk requests a copy of the latest edition of this book at a cost of £60. Cllr Clark proposed this to be allowed, Cllr Atkins seconded the proposal and it was agreed

**11. Any other business – for information only**

**Forum day:** Cllr Briggs explained the proposed idea and it was suggested it takes place October 12<sup>th</sup>.

**Youth offenders:** Cllr Charles explained the lack of contact from youth offenders team is a change of structure and they hope to be in contact soon.

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

4<sup>th</sup> Sept 2013                      2<sup>nd</sup> October 2013                      6<sup>th</sup> November 2013                      4<sup>th</sup> December 2013

The Chairman declared the meeting closed at 10:15 p.m.

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

**LONG ITCHINGTON PARISH COUNCIL**  
**DRAFT PAYMENTS LIST : Cheques 3476 to 3489**

Vchr.	Cheque	Cde.	Name	Description	Amount
87	3476	48	Stratford District Council	Bins	100.00
69	3477	60	Mrs B Atkins	Tree maintenance	40.00
70	3478	37	MFM Services	Grass Cutting	251.00
71	3479	36	E.ON UK	Gas & Electricity	15.05
72	3480	36	E.ON UK	Gas & Electricity	27.07
73	3481	41	E.ON UK	Street Lighting maintenance	675.97
74	3482	34	Mrs J Fincham	Village Maintenance	84.08
75	3483	34	Mr M Pails	Football Pitch maintenance	15.83
76	3483	21	Mr M Pails	Football Pitch maintenance	100.00
			Subtotal No.	3483	<b>115.83</b>
77	3484	21	Mrs J Brown	Toilet cleaning	100.00
78	3485	22	Mrs F Sheasby	CC Keyholder	450.67
79	3486	50	Petty Cash	Cash	100.00
80	3487	28	Post Office	Postage	8.00
81	3487	28	Post Office	Postage	15.00
82	3487	20	Mrs E Bonney	Clerk's Salary	770.52
			Subtotal No.	3487	<b>793.52</b>
83	3488	23	HMRC	Tax & NI	9.05
84	3489	39	GBS - re Public Works Loans	Interest	149.01
85	3489	40	GBS - re Public Works Loans	Capital	3,035.67
			Subtotal No.	3489	<b>3,184.68</b>
				<b>TOTAL</b>	<b>5,946.92</b>

## PLANNING REPORT JUNE 2013

**13/01259/FUL Dr Dallas Burston, Polo Ground, Stoneythorpe** - Erection of building to provide estate office, tack room, stables stores and grooms accommodation.

**13/00822/FUL Dr Dallas Burston, Polo Ground, Stoneythorpe** - Erection of building to provide catering suite

**13/01092/FUL M Smith, Burford, Southam Rd LI** - Increase height to accommodate new gables.

### LONG ITCHINGTON FOOTPATHS (Report To Parish Council – June 2013).

- Our bid to CEMEX to pay for printing illustrated maps of Rights of Way in the parish has been successful. We are arranging for the map to be printed and to be distributed through shops/pubs/church/members of the footpaths management group/Parish Council office. We had already decided not to distribute the map with the Diary concerned by possible wastage. We will publicise the map in the Diary and acknowledge the contribution by CEMEX. A special thanks and mention must go to Jan Leech for producing the map.

- The bridge on SM3 has been rebuilt. I am in discussion with WCC if/how/when the material left behind will be removed.
- Andy Jack has made an excellent start at pulling together materials to produce a footpaths page for the village Web Site. This work is ongoing and will provide an accessible and clear outline about the footpaths and their maintenance along with useful links to other sites.
- The way marker post along SM2 near the nursery/Jez Case has been moved into save keeping following it's uprooting. This will have taken a great deal of effort given the secure way in which it was put into the ground. It will be put back in later in the year when the ground is damp. Also, we do not want to put it back in immediately and start playing games with serial post removers. It seems to be part of the vandalism currently happening in the area.
- Janet Powell has reported the removal of a stile along SM10 – we will look to get his reinstated.
- I should have completed my First Aid course paid for by WCC on 28<sup>th</sup> May. The course was cancelled on the day due to illness of the instructor and is rescheduled for 24<sup>th</sup> June.

June

This has been a relatively quiet month. The map showing our Rights of Way is now at the printers and we are waiting to see a first copy before we go for the full print."

I have now completed my Emergency First Aid at work course which means I am "certified" for the next three years.

GREEN END DHL CSR PROJECT - BUDGET PROPOSAL v0.1		
Hibernaculum	£	Notes
Timber	10	Create an information board in front of the hibernaculum to explain what lives there and the responsibility of their conservation.
Waterproof frame	20	
Orchard & Picnic Area		
Apple Trees x 10	200	Tree Numbers are still to be decided but this will be the top end of what will be required and we will also look to gain discounts so the cost will hopefully be lower than this. Good quality picnic benches will be sourced and fixed to the ground with concrete to avoid movement. A bin will be placed in the picnic area to ensure the site remains tidy.
Pear Trees x 10	200	
Plum Trees x 2	50	
Cherry Tree x 2	50	
Cherry Blossom Tree x 2	50	
Tree Stakes (Supports)	300	
Picnic Bench x 4	1000	
Bin	230	

<b>Wildflower Meadow</b>		
Wildflower seeds	250	A mix of seeds will be bought based on the soil type. Good quality benches will be sourced and fixed to the ground with concrete to avoid movement.
Park Bench x 2	800	
<b>Equipment/Resources</b>		
Concrete	15	Equipment and resources required to complete the above tasks.
Mixer Hire x 2 days	35	
Anchor bolts for furnishings x 32	200	
Skip Hire	300	
Mini Digger Hire x 2 days	200	
<b>Grand Total</b>	<b>3910</b>	