

Minutes

Name of Meeting	Ordinary Long Itchington Parish Council Meeting
Date, Time and Venue	Wednesday 6th March 2019 at 7.30pm in Long Itchington Community Centre
Meeting Chair	Cllr Barbara Atkins (BA) Chairman
Minute Taker	Mrs Elizabeth Bonney (Clerk)
Attendees	Cllr Ian Briggs (IB), Cllr Richard Jackson (RJ) Cllr Louis Adam (LA), Cllr Bob Stevens (BS), Linda Clark (LC), Cllr Anne Fessi (AF) Cllr Jon Venn (JV) Cllr Sally Shillitoe (SS) and Cllr Alex Smith (AS) Cllr Bob Stevens
Apologies	

Public Forum : None Present

Agenda Number	Minute	Action	Date for Completion
1.	Apologies None	No Action	
2.	Declarations of Interests There were no declarations of interest.	No Action	
3.	Minutes of previous Parish Council Meeting a. The minutes dated 6 th February 2019 were signed as a true and accurate account of the meeting.	No Action	
4.	Actions from previous meeting minutes a. <u>Green End Toilets and Playground at Green End</u> The refurbishment of Green End Playground is underway and will be completed by Easter. As will Short Lane play area. The skip will be removed from the goal mouth before the weekend. b. <u>Rural Crime Initiative</u> The Property marking event has been arranged by the Police, in coordination with the Parish Council and the Neighbourhood Watch Group. It will be held on Saturday 23 rd March outside Bizzy Tots and at the Church also. The Police and Crime Commissioner will be in attendance. c. <u>Community Recognition Awards</u> Last year during the APM several Community Recognition Awards were given out to several members of the village who have served their community. Mr. Les Tooby was due be presented with such an award; however he was taken ill and unable to attend. It was agreed that at this year's APM Mr Tooby would be duly presented with his Community Recognition Award.	No Action No Action	
5.	County & District Councillors' Reports Cllr Stevens sent a report in advance (see attached) but he was also present to answer questions. Cllr Shillitoe asked Cllr Stevens why there appeared no coordination with the planned road works in and around Long Itchington. There were a number of planned road works, but also HS2 works and emergency Severn Trent works. Cllr Bob Stevens advised the Parish Council to convey their concerns to Keith Davenport at WCC.	BA	

Requiring a Decision			
6.	<p>Elections Those Parish Councillors who confirmed they were willing to stand for election for another term were all given a candidate pack. These must be completed by the candidate, and delivered by hand to SDC Offices by 4pm on 3rd April 2019.</p>	ALL	
7.	<p>Policies It was agreed unanimously to adopt the Risk Management Policy.</p>		
8.	<p>Marton Rd Car Park Cllr Adam presented a comprehensive pack of information to extend the car park at Marton Rd. HS to check that the Parish Council's insurance covers this project. We will need planning permission for change of use of the land to carry out the extension. LA and RJ will coordinate the planning application. It was agreed to use a budget of £4,500 to complete this project.</p>		
9.	<p>Finance Cheque list/payments agreement proposed by IB, seconded by RJ and agreed by all.</p>		
Reports for Information			
10.	<p>Committee Reports DOCUMENTS</p> <ul style="list-style-type: none"> a. <u>Communications</u>: Next meeting is on 11th March. Website looking good. Nearly councillors have submitted a photograph and biography. There are 390 people now signed up for the Parish Council email updates. BA to give the clerks admin rights on the Facebook page. b. <u>Community Centre</u>: The new floor has been laid, and the room has been painted. Lots of compliments received from new clients on the decoration. The new blinds are being ordered. Tesco's Bags for Help are being applied for to fund the new lighting. New chairs are also the list for replacement. It was agreed that LIPC will assist with the cash flow for these items while fund raising takes place. Fay & Frank retire on 7th March and the new caretakers are in place. c. <u>Emergency Planning</u>: Minutes of the most recent meeting were circulated. An in-house emergency plan exercise will be taking place this year. Date yet to be agreed. d. <u>Neighbourhood Plan Group</u>: Public meeting on 25th February was well attended. Next meeting 7th March 2019. Councillors are encouraged to read the draft policy and send comments to the NP Group. e. <u>Open Spaces</u> (1) Model Village play area equipment was not originally supplied by Wickstead. It was agreed that some of the S106 money from Spinney Fields could 	BA	

	<p>be used to install the play equipment there. HS to look at the insurance as the land is not ours to install the equipment (but we have the permission.) HS to search the emails for contact at Ryton Pools to establish who the made the play equipment (2)The copper beech will cost £400 to have it cut into logs to be sold to the community. (3)A request from a resident to locate a beehive on LiLAC field. IB to take advice and feedback at the next meeting.</p> <p>f. <u>Planning</u> The planning meetings will now be held in public twice a month. Feedback will be received in the Parish Council monthly meetings and decisions ratified.</p> <p>g. HR – No Matters to discuss. h. Lighting – Meeting date to be confirmed. i. Health & Safety – No matters to be discussed j. HS2 – meeting to be scheduled. k. <u>Housing Developments</u> No further information has been received regarding the proposed Gladman development. WCC Highways have not yet commented, nor have Severn Trent. BA to follow up with both organisations.</p> <p>l. <u>Neighbourhood Watch Group</u> The NWG would like to have a tab on the website; however it will be signposted on the directory. ANPR cameras on the entrances to Spinney Fields have been discussed informally in the What’s App group, but the Parish Council are not in favour of this currently. Cllr Smith will facilitate a meeting with the Parish Council to create a NWG strategy.</p> <p>m. Pavilion next meeting 19th March</p>	<p>HS</p> <p>IB</p> <p>BA</p>	
11.	<p>Correspondence</p> <p>a. A letter has been sent to Bruce Whittingham confirming that the Parish Council do not wish to adopt the open space a Keeper’s Meadow. b. An Invitation from Tim Lockley, Chair of Harbury Parish Council to meet to discuss local service village category one recent housing developments within his village, and others within SDC. c. Chris Hancock has emailed with concerns about a Glamping site on Snowford Hill. These concerns have been passed to the SDC Planning Enforcement. d. A request from School has been made to install a footpath around the new car so the children have a safe passage to School when exiting the vehicle. BA will look into all alternatives and liaise with the school. e. Steve Beck has emailed with concerns about the</p>	<p>BA</p>	

	<p>removal of trees at Green End Playground. An email has been sent to Mr Beck assuring him that only shrubbery has been removed.</p> <p>f. An invitation to be involved in the Carnival has been received. LIPC agreed to cover their marketing costs by creating a flyer as an insert for the LI Diary. Invite representatives to have a stand at the APM.</p> <p>g. The Open Gardens Group have requested a grant from the Parish Council to create a map for the event. It was agreed to cover their costs for this (up to £200) if the Parish Council holds the copy right to the publication.</p> <p>h. Two newsletters have been received from LI Football team following a liaison meeting with them. It was agreed not to reduce the fees. However, it was agreed to inform them of all sources of funding including applying for a PC grant. LIPC will meet to discuss the renewal of all football team contracts.</p>		
12.	<p>Meetings & Training Events</p> <p>12th March – Policies and Legal Powers Training (Clerks attending)</p> <p>13th March – Southam Community Forum (Cllr Atkins)</p> <p>21st March – CiLCA Portfolio session (Clerks attending)</p> <p>9th April – “Difficult conversations and resolving conflict” – (Cllr Atkins and Liz Bonney)</p> <p>11th June – New councillor training – Cllrs Adam and Smith</p>		
13.	<p>Any Other Business</p> <p>Climate change carbon reduction policy May agenda.</p> <p>Debdale Allotments reduction – April agenda</p>		
14.	<p>Date of Next Meeting – 3rd April 2019</p>		

Closed - 9.21pm