

## Minutes

<b>Name of Meeting</b>	Ordinary Long Itchington Parish Council Meeting
<b>Date, Time and Venue</b>	Wednesday 4th November 2020 at 7.30pm virtually via zoom video conferencing.
<b>Meeting Chair</b>	Cllr Barbara Atkins (BA) Chairman
<b>Minute Taker</b>	Mrs Liz Bonney (Clerk)
<b>Attendees</b>	Linda Clark (LC), Cllr Richard Jackson (RJ), Cllr Sally Shillitoe (SSa), Cllr Jon Venn (JV) Cllr Louis Adam (LA) Cllr Safi Setchell (SSe), Cllr Nick Solman (NS) Cllr Andy Crump (AC)
<b>Apologies</b>	Helen Stewart (HS) Andy Crump (joined part way through)

### Public Forum:

Agenda Number	Minutes	Action & Date
1.	<b>Apologies</b>	
2.	<b>Declarations of Interests</b>  Richard Jackson 7b	
3.	<b>Minutes of previous Parish Council Meetings</b> 13a Change from JV to EB All agreed with changes. The minutes of the Ordinary Monthly Meeting held on, 7th October 2020 were agreed by all and signed as a true and account by Cllr Atkins.	
4.	<b>Actions from the Minutes</b> 4a. Update on traffic surveys – Surveys completed but no data as yet, Clerk to chase. 4b. Feedback on the Local Government Reform Briefing – BA updated group on the meeting. IB expresses some concerns for smaller Parishes. 4c. Update on the questions posed to SDC via Cllr Adams on the Site Allocation Plans. PC to ask Stratford for a meeting before next PC meeting. All agreed a that a discussion on unsuitability of Ruby's Field was key to a SDC meeting. Agreement and response to SAP consultation needed before December 18 <sup>th</sup> . BA to lead 4d. The lease agreement at Model Village: some issues have been identified by SDC solicitor Cemex needs to give permission? RJ to liaise with solicitor further and update PC. 4e. Update from Cllr Solman regarding the draft Climate Change Strategy. JV and NS have worked towards a first step of setting up a briefing for the PC. JV thanks to NS to lead on this. To brief P.C at a future meeting	EB  BA  RJ  NS/JV
5	<b>District Councillors Update</b> Cllr Adams, updated the PC with his report. He has been trying to clear up some misunderstanding around the SAP and clarifying that to residents. Sites with flood zones etc should have been discounted long ago, SDC should liaise with local councils before the public. There are currently 3 planning applications, Water Margin, SDC is recommending they withdraw application and amend. Bungalow application in Orchard Way, happy to object but feels it's better to work with and maybe add some stipulations such as local connection. Leigh Crescent, the highways objection has been removed and LA will try and challenge that development. Cllrs Adams has been talking to HS2 and trying to get points across for residents, some questions still outstanding. COVID-19 lockdown business grants are available for the second lockdown.	

	Cllr Crump is delayed and sent a report which the Clerk will forward on after the meeting. EB gives a brief account of the report. Highlights include £750 towards the CC windows.	EB
6.	<p><b>COVID-19 – Update</b></p> <p>Government voting happening during current meeting. BA gives a brief update of the volunteer situation in Long Itchington.</p> <p>SS gives a community centre update, no detail from government yet for CC. CC is to remain an emergency base. Cleaned once per month and kitchen to be reopened in event of an emergency. LA says Stratford to lobby as a testing hub for COVID-19</p> <p>The meeting agreed that toilets to stay open., playgrounds to stay open, we would refill sanitisers until we run out. No football and no outside Gym. Remind residents of responsibilities</p>	EB BA/EB
7.	<p><b>Footpaths</b></p> <p>a. To receive correspondence and a Risk Assessment regarding the proposed New Year's Day walking activity – BS to wait and review new regulations.</p> <p>b. To discuss correspondence (received with the feedback of the Neighbourhood Plan Consultation) regarding the footpath SM9. All agree to the wording of a first response to the resident suggesting WCC Footpaths as the first port of call in such matters</p>	EB
8.	<p><b>Car Parking</b></p> <p>To discuss the gate access to the car park near the Lilac Field. It was agreed to trial leaving car park unlocked if potential gaps can be filled to prevent cars accessing the field. Appropriate signage will need to be purchased. LA to look at costings for removing gaps. Review at January meeting.</p>	LA
9.	<p><b>HS2 Update</b></p> <p>Tony Munton has produced 3 scenarios for HS2 to keep A425 open. HS2 listened but will not remove diversion. BA suggests PC writes to the SDC, WDC and WCC to thank for support but explain what it is like for residents. Clerk to look at a specific traffic survey for Bascote Heath. Agree to encourage residents to try to get evidence of the lorries on various roads. Talk to Southam Town Council about a previous survey or a joint survey. Write a thank you to Tony Munton.</p>	BA EB
10.	<p><b>Playground Inspections</b></p> <p>EB explains system, the handymen are working through checklist and will report back if any issues outside of their expertise.</p>	
11.	<p><b>Employee Matters</b></p> <p>a. To agree an increase to the clerk's hours – JV suggests the HR group work on a proposal.</p> <p>b. To discuss the reimbursement of expenses and overtime – Discussion re a scheme to support the use of vehicles and suitable recompense, HR team will work up response and return to PC.</p>	JV JV
12.	<p><b>Reports</b></p> <p>a. <b>Community Centre</b> – update on subsidence. Clerk gives an update. Window project postponed until subsidence investigated.</p>	

	<p><b>b. Open Spaces</b> – report submitted; RJ gives an update. BA is concerned re a pond tidy group, but it has been postponed until regulations allow. The PC can't condone a meeting with the COVID restrictions. Focus on rewilding, particularly hedgehogs. Safi to try and get community involved as restrictions allow.</p> <p><b>c. Neighbourhood Plan</b> – update on the consultation, lots of feedback and meeting to discuss soon some constructive criticism.</p> <p><b>d. Communications Group</b> – report submitted, sign up for email alerts process changed due to spam. Relatives can be involved by receiving emails. Streaming of PC meetings abandoned for now. Armistice day recording to be streamed. Progress with Bob Stevens award. The Christmas tree, light switch on around the village. Christmas Eve jingle bells. Carols from your front door. BA to work on something for the diary. A Christmas communication agreed.</p> <p><b>e. Planning Committee</b> – minutes submitted</p>	SF
13	<p><b>Correspondence</b></p> <p>a. Email – Traffic in Bascote, BA has previously circulated a suggested response. Cllrs agree and Clerk will email letter.</p>	BA/EB
14	<p><b>Finance DOCUMENTS</b></p> <p>a. To ratify the payments for November 2020 RJ propose, 2<sup>nd</sup> by IB, agreed by all.</p> <p>b. To receive a financial report, RJ to give highlights of Finance report.</p> <p>c. To confirm the closure of the annual audit- Successful Audit, notification to the public of conclusion to be completed by Clerk.</p> <p>d. To consider a proposal regarding the precept for 2020/21 RJ updates PC on budget suggestion, discussion around merit of increases and decreases. Cllrs will review suggestion and budget ideas and be prepared to make decision next month. RJ and EB to present a proposed budget next month.</p>	EB  RJ/EB
15.	<p><b>Any Other Business</b></p> <p>None</p>	
16	<p><b>Date of Next Meetings:</b></p> <p>To consider the format and date of the next meeting. 2<sup>nd</sup> December short public meeting, followed by a budget setting meeting</p>	Clerks

Meeting closed at 9:33