

ANNUAL REPORT

2009/10



BISHOP'S ITCHINGTON PARISH COUNCIL

ANNUAL REPORT 2009/10

A Message from the Chairman of the Parish Council

I hope you will again enjoy reading our Annual Report which summarises what the Council's achievements over the last year, its plans for the future, and how it has spent the precept of £62,500 raised from local residents via the council tax.

As always, the last 12 months have been busy ones for the Parish Council, and some of the most significant issues we have dealt with include:

- *The launch of the Yellow Land Natural Heritage Project*
- *Initiating and then supporting the B I Community Project*
- *Securing the use of the former British Legion Clubhouse for the community*
- *Becoming a Quality Council*
- *Affordable Housing*
- *Starbold Windfarm*
- *Future uses of the old cement works site*

We also continue to campaign for improved policing in the village and a lowering of the speed limit within the village. We respond to local planning applications and regularly represent the views of local residents to the police and local authorities.

The Parish Council is also responsible for the provision and maintenance of a number of services and facilities within the village and is continually seeking to provide value for money to local residents.

Finally, I would like to thank all members of the Parish Council, all of our staff and our various contractors for their hard work over the last year.

Christopher Kettle
Chairman of the Parish Council
June 2010.

Your Parish Council 2009/10

We have 9 Parish Councillors. The Council meets on the first Monday of the month every month of the year, unless it is a bank holiday when the meeting is moved to the following Monday. We usually meet at 7.30pm in St Michael's Church Hall, unless otherwise notified. The Parish Council is supported by a part time Clerk whose job it is to implement the decisions made by the Council.

Councillors who served during 2009/10 were as follows:

Cllr Christopher Kettle, Chairman – 01926 614395 Piper's Hill, Gaydon Road	
Cllr Simon Tagg-Wilkinson, Vice –Chairman 01926 614482 Fern House, 3 Fisher Road	Cllr Judith Christian-Carter – 01926 614767 25, Fisher Road
Cllr Raj Kanwar – 01926 612104 3, High Street	Cllr Stuart Macaulay – 01926 613380 32, Starbold Road
Cllr Carol Maddison – 01926 611954 1, Mandale Close	Cllr John Robins – 01926 612143 11, Manor Road
Cllr Gerald Whittaker – 01926 811394 21, Fisher Road	Cllr Damien Harries – Resigned April 2010

Parish Council Officers and Staff

Clerk to the Council – Alison Biddle – 01926 811394
Parish Council Office, Brewster's Corner, Pendicke Street, Southam CV47 1PN
Email: bishopsitchingtonpc@btconnect.com

Yellow Land Project Officer – Chris Redstall - 01926 811394
Parish Council Office, Brewster's Corner, Pendicke Street, Southam CV47 1PN
Email: yellowland@btconnect.com

Registrar of Burials – Eileen Dronfield – 01926 612530

Litter Warden – Christian Cosgriff – contact the Clerk

Pavilion Cleaner – Wendy Handy – contact the Clerk

Play Area Inspector – Martin Cosgriff – contact the Clerk

Grounds Maintenance Contractors:

TJB Landscapes – contact the Clerk

MFM Services – contact the Clerk

Please also visit our website at www.bishopsitchington-pc.gov.uk

What We Achieved During 2009/10

Affordable Housing: Following further extensive public consultation we re-visited the possibility of a site off Station Road, just south of the Lodge Bungalow. Having finally confirmed that this site is not available, we are continuing to explore other options in the village. The proposal for the corner of Gaydon Road/Plough Lane remains in abeyance. We have listened to residents' views throughout and will continue to do so.

Partnership Working: We continue to maintain good working relationships with Stratford District Council and Warwickshire County Council. We have worked hard over the last year to engage with our local police officers and encourage their presence in the local community following organisational changes within the police force and a redistribution of officers. Good partnership working is essential if we are to continue to represent the views of our local residents to these other organisations. We have also received continued support from Warwickshire Wildlife Trust as the Yellow Land Project has gained momentum. In addition, we have worked with and enjoyed the support of many of our community groups and organisations such as the Bishop's Itchington Community Project, Bishop's Itchington Sports Association, the Carnival Committee, Bishop's Itchington Primary School, the WI and Senior Residents.

Former British Legion Clubhouse: After several months of negotiations, we were successful in obtaining a short term lease for this building to be used by the B I Community Project. The Blue Butterfly Café finally opened on Monday, 12 April 2010 providing a drop in facility for all sections of the community, along with internet access. A youth club is also run from the premises. We are pleased to have been able to support the project right from the start and have made funding available to pay for essential works.

Yellow Land Natural Heritage Project: The official launch of the Project took place in September 2009 with the arrival of our new Project Officer, Chris Redstall.



Yellow Land, November 2009



Yellow Land, June 2010

Since then, Chris has become a familiar face with many people around the village. He has organised regular activities on the Yellow Land which have included conservation work parties, making bird boxes and bug hunts. He has worked closely with the primary school to set up a nature club and has co-ordinated the recording of our senior residents' memories of the area. We now have a final management plan for the site and new paths and fencing were recently installed.

Local Biodiversity Group: We have continued to support this enthusiastic group of local residents who have transformed the far corner of the playing field over the last 12 months, clearing away rank vegetation and planting fruit trees for the benefit of the local community. Benches and an interpretive board are also planned.

Quality Status: In December 2009, after many months of hard work, we finally obtained Quality Status. This is a benchmark minimum standard that confirms that the Council is

- representative of and actively involves all parts of the community
- is effectively and properly managed, with members and officers upholding a high standard of conduct
- works closely with voluntary and community sector groups
- works in partnership with other local authorities and agencies to deliver local services which give the best deal for the community

The Future - What We Hope to Achieve

Campaign for Safer Roads: We realise that we still have a long way to go in achieving lower speed limits for our village roads, but there have recently been some encouraging signs from central government which seem to suggest that there may be support for such schemes. We will continue to seize any opportunities to campaign throughout the coming year.

Bishop's Itchington Community Project: We remain fully committed to the support of this project. The current lease for the former British Legion Clubhouse is only for 12 months. We will continue to work with the BICP committee to secure its long term future and will shortly be entering into negotiations for the extension of the lease.

Parish Office: We continue to build a reserve of funds with the ultimate aim of building an office in the village which will give good access to local residents as well as providing our staff with good quality accommodation. We aim to provide an excellent service to our community and the office will be a contact and information point for our partner organisations as well.

Affordable Housing: We will continue to consult with local residents as we search for a suitable location for these houses which are needed for local people.

Yellow Land Natural Heritage Project: We will soon be moving into the second phase of this project, when we will be designing and installing interpretive signage and setting up a "friends" group to care for this site in the long term. There is still plenty of opportunity to get involved. All kinds of skills are needed and all members of the community are encouraged to take part.

St Michael's Church: We fully recognise the value of the church building to the local community and have pledged a sum of £5,000 towards essential repairs.

How We Spent Your Money

The Parish Council holds its budget meeting in mid-November. At this meeting decisions are made on projects to take forward in the next financial year, the provision of services and facilities and the amount of funding required. The level of precept is set at this meeting, after careful consideration of all the Council's outgoings, its reserves and the small amount of income it receives from other sources. The precept for 2009/10 was set at £62,500 which equates to approximately 0.75p per week per elector. All of this money is spent within the parish for the benefit of local residents. A copy of the financial statement, subject to audit, for the year ended

31 March 2010 is attached as an appendix to this report and an extract is summarised below:

EXPENDITURE	£'s
Salaries, expenses & administration	33,747
Grounds maintenance & tree work	22,483
Grants	5,769
Yellow Land	11,295
Other expenditure	117
Section 137 Payments	16
VAT	1,249
Total expenditure	74,676

Staff salaries and administration is the largest item of expenditure: We have a part time Clerk, contracted to work 18 hours per week, a Registrar of Burials, who manages the cemetery, a part time litter warden and a part time cleaner, who looks after the pavilion and a play area inspector. Administration charges include stationery, office equipment, subscriptions, fees for professional services, telephone and broadband services, meeting room hire, training and insurance.

Grounds maintenance is the second largest item of expenditure: We are responsible for the maintenance of the playing field, the play area and play equipment, the cemetery and churchyard, and most of the greens and verges in the village. We have also carried out a significant amount of tree work this year at the cemetery and Pellett's Lane in addition to routine maintenance.

Grants: The Council has continued to support Bishop's Itchington Carnival with a grant of £250 and also the Crafty Cuppa by paying for the room hire. We have contributed £3052 towards the B I Community Project and its associated costs. The Memorial Hall has received £3220 for the refurbishment of the garden. We also support BISA by contributing towards the cost of insurance and maintenance for the CCTV cameras at the playing field.

Yellow Land: All costs associated with the Yellow Land project, including the Project Officer's salary, have been funded by the Heritage Lottery Grant and do not form part of the Parish Council's budget.

Please Note

The financial statements contained in this report are still subject to audit at the date of publication.

BISHOPS ITCHINGTON PARISH COUNCIL

Financial Statements

For the Year ended 31 March 2010

Receipts & Payments Account

<i>Year Ended</i> <i>31st March 2009</i> £'s	<i>Year Ended</i> <i>31st March 2010</i> £'s
--	--

RECEIPTS

60,000.00	Precept	62,500.00
1,566.55	District Council Reimbursements (Sec 136)	1,566.55
2,350.26	Interest on Investments	849.67
1,975.00	Burial Ground Fees	1,977.00
30.38	Pavilion/Playing Field	31.01
1,716.81	VAT Refund	1,203.92
-	Grants	24,895.50
21.45	Misc	300.00
-	Transfers from reserves	-
<u>67,660.45</u>	TOTAL RECEIPTS	<u>93,323.65</u>

PAYMENTS

12,348.23	General Administration	7,099.70
20,050.38	Salaries and Expenses	22,340.67
6,277.01	Pavilion/Playing Field	5,730.59
-	Agency Services	-
2,468.00	Section 137 Payments	16.00
5,909.73	Burial Ground	8,864.04
13,690.70	Grasscutting and Trees	7,888.75
40.00	Memorial Hall	3,380.00
-	Subsidised Travel (A&M Group)	-
-	Footpaths	-
-	Village Design Statement	-
1,452.75	VAT	1,249.02
117.00	Other Expenditure (Information)	117.00
-	Provision for Doubtful Debts	-
-	Interest on long term loans	-
-	Parish Office	4,306.68
500.00	Grants	2,388.89
653.00	Yellow Land	11,294.80
-	Transfers to reserves	-
<u>63,506.80</u>	TOTAL PAYMENTS	<u>74,676.14</u>

BISHOPS ITCHINGTON PARISH COUNCIL

Financial Statements

For the Year ended 31 March 2010

Funds reconciliation at 31 March 2010

<i>Brought Forward as at 31st March 2009 £'s</i>		<i>Carried forward as at 31st March 2010 £'s</i>
47,000.00	National Income Bond b/f	47,000.00
<u>-</u>	Transfer to NS Income Bonds	<u>-</u>
<u>47,000.00</u>	National Income Bond c/f	<u>47,000.00</u>
<u>29,865.56</u>	Current Account b/f	<u>34,019.21</u>
67,660.45	Receipts	93,323.65
<u>63,506.80</u>	Payments	<u>(74,676.14)</u>
<u>4,153.65</u>	Net movement in year	<u>18,647.51</u>
<u>34,019.21</u>	Current Account c/f	<u>52,666.72</u>
<u><u>81,019.21</u></u>	Net funds c/f	<u><u>99,666.72</u></u>

Reserves Analysis

Reserves in National Income Bonds

13,000.00	Abbots Meadow Maint (held in N.S. Income Bonds)	13,000.00
13,000.00	Cross Green Farm Maintenance Fund (held in N.S. Income Bonds)	13,000.00
<u>21,000.00</u>	General Reserve (held in N.S. Income Bonds)	<u>21,000.00</u>
<u>47,000.00</u>		<u>47,000.00</u>

Reserves held in current account

3,000.00	Memorial Hall Reserve:	1,500.00
	Yellow Land:	
	Grant income	24,650.00
	Less expenses	<u>(11,294.80)</u>
	Yellow Land Reserve:	13,355.20
<u>23,000.00</u>	Parish office Reserve:	<u>28,693.32</u>
<u>26,000.00</u>	Total	<u>43,548.52</u>

Accumulated surplus

12,212.13	Balance b/f	8,019.21
4,153.65	Surplus in year	18,647.51
(13,000.00)	Transfer to reserves	(17,548.52)
<u>4,653.43</u>	Transfer from reserves	<u>-</u>
<u>8,019.21</u>	Balance c/f	<u>9,118.20</u>
<u>81,019.21</u>		<u>99,666.72</u>