



**BISHOPS ITCHINGTON**  
PARISH COUNCIL

# **ANNUAL REPORT 2016**



# Bishop's Itchington Parish Council

## Chairman's Review of 2015/16

In May 2015 we welcomed four new councillors, Sue Wilson, Peter Holmes, Michael Mann and Rob Parker all four of whom have made positive contributions to the working of the parish council. Being a councillor is not just a matter of attending the monthly parish council meetings, it is much more than that. Councillors serve on the council's working parties and represent the council on a number of village organisations.

Councillors Peter Holmes and Sue Wilson have been actively involved in addressing residents concerns about the volume and speed of traffic through our village. Peter sought and collated resident's views on traffic in general and calming measures in specific and progressed them with Warwickshire County Council Highways. The result is that traffic calming measures have been agreed and will be implemented as soon as funds are available. Peter, along with Sue and other trained volunteers from the village can also often be seen in their yellow tabards operating speed guns checking the speed of vehicles passing through our village.

Cllr Sue Wilson and Councillor Alan Heatley also serve on the neighbourhood planning group which is chaired by Councillor Adam Dugmore.

Councillors Rob Parker and Michael Mann are currently involved in the project to provide the village with a new sports pavilion. Thanks must also go to Councillor Judith Christian-Carter for leading the project group for the main part of the year. The contributions made by Beccy McDaid, Pam Reason, Sarah Price and many other residents working on the project cannot be underestimated.

Cllr Chris Kettle, wearing his district councillor hat, works tirelessly representing the best interests of our village at Stratford District Council.

We are fortunate as a council in having Alison Biddle as our clerk – Alison is a font of all knowledge and provides advice and guidance to councillors. She is also the Proper Officer of the council and in that capacity takes action on behalf of residents and the council on a wide variety of issues.

Turning now to the council itself, during the past year it met on 14 occasions, of which at least 2 were extraordinary meetings called to deal with urgent planning applications requiring a response from the council before the next scheduled council meeting.

During the year the council had to consider approximately 40 planning applications a number of which required not only decisions to be made at meetings but also lengthy and detailed responses to be submitted. Particular thanks must go to Councillors Dugmore and Christian-Carter for preparing these complex responses on behalf of the council.

Whilst considering the merits or otherwise of planning applications which took up a great deal of time, the council still had to deal with the daily business of the parish. This includes issues such as parking, grounds maintenance, the impact of housing developments on village services and issues raised by residents.

Following the increase in population both actual and projected resulting from the Persimmon and Cala developments there is clearly a need for a new doctor's surgery in the village. The council is hopeful that its discussions with the St. Francis Group (the developer of the cement works) will result in the provision of a new surgery with an expanded range of services. Should the planning application for the new surgery be approved by Stratford District Council then it is possible that the much needed parish office may be incorporated into the development.

Due to the increase in occupied properties on the new developments the gross amount of the precept will increase in 2016/17 although the cost per household remains unchanged. The council's annual budget is determined item by item and every penny is spent either in the parish or to employ staff who work for the benefit of the parish.

As part of the council's policy to maintain financial procedures which are fully accountable and transparent a formal community grant application process came into effect on the 1st April 2016. Full details of these new procedures have already been made public and the Clerk will always provide guidance to organisations seeking a grant from the council.

Overall it has been a very busy year for the council and I would like to thank all councillors and the clerk for their hard work and support

**Cllr Richard Shimmin**  
**Chairman of Bishop's Itchington PC**



## **Bishop's Itchington Neighbourhood Development Plan**

**YOU** can shape **YOUR** village.

Back in 2007 you may remember that the parish council organised a housing needs survey. It is now ready for an update, and a new one will be issued shortly. Alongside this, you will receive a neighbourhood plan survey. These surveys cover several aspects of life in Bishop's Itchington, such as housing, leisure facilities, infrastructure and services. We will use the information from both surveys to build the Bishop's Itchington Neighbourhood Plan. They'll take about 10-15 minutes of your time to complete and it's mostly tick-boxes. The responses will not be seen by the NDP group, only the interpreted results, so you can safely assume that your responses are confidential.

This year, the parish council has set aside a larger budget for the neighbourhood plan, recognising that this is an important task. As we reach the limits of our own know-how, we need to get professional help. Rest assured though, that we are seeking extra grants to minimise the actual cost to the council. We are speaking to planning consultants at the moment and we intend to bring one on board shortly.

We didn't make the progress we wanted to last year, but we're not giving up. Having a neighbourhood plan in place puts the community of Bishop's Itchington in a better position to fight for the right types of development. In the future, an NDP will also entitle the parish to a bigger share of the funds raised from developers, **IF** new developments do occur. Most importantly though, planners will have to take the neighbourhood plan into account when they make planning decisions.

There's only a small group of us, and we're grateful for the help of those who have come forward to support. It will help enormously if you would complete and return your housing needs survey and the neighbourhood plan survey when you receive them.

Please, **DON'T PUT IT IN THE BIN - FILL IT IN!**

**Cllr Adam Dugmore**  
**Chair of BI Neighbourhood Development Plan**

## Traffic & Traffic Calming

**Potted History:** The current round of traffic calming activity goes back to public complaints about speeding along the B4451 through the village in 2012, which led to the parish council arranging for a traffic survey to be carried out in October 2012. The results clearly showed that there was a problem with excessive speed on Gaydon Road. Following this the parish council engaged with WCC Highways to look at traffic calming options. These were limited by the fact that no funding would be available from WCC which does not see the B4451 as a priority because there have been no serious or fatal accidents. Therefore any improvement scheme would need to rely on Sec. 106 funding from developers.

During 2013 and 2014 various meetings took place with WCC Highways and both Banner Homes and Persimmon, culminating in a proposed scheme (which could be achieved with around £80 - £100,000 of S106 money) being presented to the February 2015 parish council meeting. It was resolved to put this scheme to public consultation, which included an exhibition on 29th April 2015 at the memorial hall. At the June 2015 parish council meeting it was agreed to engage an external contractor to analyse the public consultation data, and a working party, consisting of 3 parish councillors and 6 members of the public, was set up to consider the results of the analysis and decide on next steps.

**Latest Activities:** The working party met in early September 2015 to discuss the analysis results. As a result they then met with WCC Highways on 25th November 2015 to discuss what options were available to vary the proposed scheme, based on the biggest concerns expressed in the consultation, i.e. the possible loss of the Plough Lane roundabout, and the possible loss of the pedestrian crossing near Lakin Drive.

The working party met again in early January 2016 to agree on recommendations to the parish council, and at the January parish council meeting they proposed the adoption of the WCC scheme, *subject to:*

- Retention of the Plough Lane roundabout at the proposed new raised table junction
- Retention of the pedestrian crossing by Lakin Drive, which will result in no raised table junction at Lakin Drive
- Extra speed cushions at each end of the B4451 to reduce speeds at the entry points to the village (using monies saved from the deleted raised table)
- 

The council voted to accept the working party's recommendations, and this conclusion has been passed to WCC Highways. When precise details of the Sec 106 funding available have been obtained, WCC will draw up the detailed design of the scheme, at which point the parish council will be consulted on the detailed positioning of the various features. The final design will then be subject to another round of public consultation before a final decision is made.

**New Traffic Survey:** The parish council commissioned a new survey which took place over one week in February 2016 at 6 locations (5 on B4451, plus Plough Lane). This showed lower figures

than the 2012 survey but confirmed that there is a problem with traffic speeds, especially at the entry points to the village on both the B4451 and Plough Lane. The intention is to do this again after the new traffic calming scheme has been implemented so we can measure its effectiveness.

**Cllr Peter Holmes**

## Reports from Village Organisations

### Memorial Hall

The Memorial Hall is managed by a small committee on behalf the trustees<sup>1</sup>; the parish council. The hall is used by a variety of groups including Rainbows, Brownies, Cubs and Scouts, Baby and Toddler, Bowls, Line Dancing, Senior Residents and Crafty Cuppa. In addition to this the hall is hired for parties and one off events.

During the last year we have continued with our efforts to raise funds to refurbish the hall. We have hosted a variety of fund raising events. We have recently started hosting film nights. This is something that a number of village halls across Stratford District Council area do with the equipment and films being from the district council. These evenings are proving to be very popular we are grateful for the support of the news agents who sell our tickets and the chip shop who have been cooking our supper. We are particularly proud of this initiative as it is benefitting local businesses and also attracting new faces to our events. In April we are going to trial the showing of a film for children on the afternoon of our film nights. The hall was initially designed to show films; we don't use the old projection room but we are enjoying good modern films.

Our Christmas raffle was very successful we will be repeating this in 2016.

We opened our doors on the 11<sup>th</sup> of November for the second year to allow people from the village to come together and remember the fallen. Again we were all delighted at the number of people who attended this event; this will now be an annual event.

The reason for the fundraising is simply that the Memorial Hall is not just a village hall it is a memorial, gifted to the people of the village by the Lakin family in memory the men who gave their lives for their country in The Great War.

We are currently identifying funding streams to assist in the refurbishment project to bolster our own fundraising efforts; with a hall of this age and size nothing comes either easily or cheaply!

Our committee was touched by great sadness in December when Mervyn Heath our Chairman passed away. Mervyn was committed to making the hall a real centre for village activity; he is greatly missed by us all.

### **Carolyn Went, Memorial Hall Committee**

*1. Editorial note: The memorial hall is managed by a committee of managing trustees appointed in accordance with the governing document provided by the Charity Commission. They are responsible for the day to day management and administration of the hall. The parish council is the custodian trustee which means that it has been appointed to hold the title to the property and this is the council's sole function in respect of the hall.*



### **Bishops Itchington Carnival**

The July carnival continues to be a huge success thanks to the committee members, the very many volunteers and everyone who joins in the fun both during the day and in the evening. To raise funds to make the carnival day possible a number of additional events are held throughout the year:

- Christmas tree lights switch on at the end of November is a real favourite for many of us, the weather was rather unkind to us this year and unfortunately we lost some of our gazebos. However the pub kindly allowed us to move under their shelter to serve the mulled wine and mince pies and our thanks go to Brian and Selena. Despite all this there was a good turn –out. Father Christmas was as popular as ever with his many helpers handing out sweets to the children. The stars continue to be a fitting tribute to those no longer with us.
- The race night was a huge success this year raising a lot of money, thank you to the Greaves Club for hosting and to all those that came and supported the event.
- There was an early spring bank holiday 21-mile bike ride for the more energetic! Sponsorship was up again this year, and the day well attended. It was great to see so many out on their bikes, even though there were a few moans and groans along the way!

Each year monies raised are split between the carnival and a number of village organisations and a registered charity. In 2015 those who benefited from a donation were:

- MacMillan Cancer Support (Annie's Angels)
- Pavilion Project

**Teresa Andrews**  
**Carnival Committee**

## **Bishop's Itchington WI**

This year we have celebrated 100 years of the WI. We marked the occasion by presenting the Memorial Hall with five new Union Jack flags. One of these was raised by our president Kate Whittaker. One lucky member, Mrs Barbara Cox was our representative at the Buckingham Palace Garden Party hosted by The Duchess of Cornwall and the Countess of Wessex in honour of the WI Centenary.

Our members have taken part in many social and fundraising activities as well as being entertained by guest speakers on a range of subjects.

We had a Hoopla stall and a walking float (dressed as The Bay City Rollers) at the Bishops Itchington Carnival. We have several thriving groups, including Walking, Craft, Gardening, Ukulele and a darts team.

We held our AGM in November, and Christina Lee was elected as our new president.

Our Christmas party was enjoyed by members and friends and included a supper provided by the members and our own home grown entertainment - "A Night At The Music Hall" complete with songs, dancing, a magician and the Russian Olympic Gymnastics team!!

**Jane Thomas**  
**Secretary**





**Bishop's Itchington Parish Council**  
**Financial Report Year Ended 31 March 2016**

The following information is an extract from the financial report. A full copy is published separately on the council's website and can also be requested from the parish council office.

<b>Receipts &amp; Payments Account</b>							
<i>Year Ended</i> <b>31st March 2015</b>						<i>Year Ended</i> <b>31st March 2016</b>	
<b>£'s</b>						<b>£'s</b>	
	<b>RECEIPTS</b>						
70,000.00	Precept					72,000.00	
4,390.00	Council Tax Support Grant					3,440.00	
1,245.10	Sec 136 & other refunds					1,243.30	
587.53	Interest on Investments					589.14	
4,595.00	Burial Ground Fees					4,350.00	
32.54	Pavilion/Playing Field					37.97	
8,406.52	VAT Refund					5,366.62	
4,826.50	Grants - General					22,000.00	
-	Grants - Yellow Land					-	
687.37	Misc					8,116.70	
<b>94,770.56</b>	<b>TOTAL RECEIPTS</b>					<b>117,143.73</b>	
	<b>PAYMENTS</b>						
11,179.67	General Administration					7,187.12	
28,953.60	Salaries and Expenses					29,811.62	
12,505.39	Pavilion/Playing Field					5,894.89	
1,640.00	Village Equipment					177.70	
6,520.78	Burial Ground					9,715.62	
11,810.62	Grasscutting and Trees					15,262.26	
1,000.00	Memorial Hall (Grant)					1,000.00	
6,569.33	VAT					6,444.02	
180.00	Other Expenditure (Crafty Cuppa)					252.00	
-	Provision for Doubtful Debts					-	
570.22	Neighbourhood Development Plan					67.84	
3,642.58	Parish Office					3,648.62	
4,050.00	Grants					2,097.08	
41.81	Yellow Land					452.50	
<b>88,664.00</b>	<b>TOTAL EXPENDITURE</b>					<b>82,011.27</b>	
<b>6,106.56</b>	<b>Surplus / deficit</b>					<b>35,132.46</b>	

## Statement of Funds at 31 March 2016

<i>Brought Forward as at 31<sup>st</sup> March 2015</i>		<i>Carried forward as at 31<sup>st</sup> March 2016</i>	
<i>£'s</i>		<i>£'s</i>	
47,000.00	National Income Bond b/f	47,000.00	
-	Transfer to NS Income Bonds	-	
47,000.00	National Income Bond c/f	47,000.00	
64,050.28	Current Account b/f	70,156.84	
94,770.56	Receipts	117,143.73	
(88,664.00)	Expenditure	(82,011.27)	
6,106.56	Net movement in year	35,132.46	
70,156.84	Current Account c/f	105,289.50	
<b>117,156.84</b>	<b>Net funds c/f</b>	<b>152,289.50</b>	

### Grants Paid

Payee	
BI Carnival Committee	500.00
Royal British Legion Poppy Appeal	75.00
BISA	1,500.00
Memorial Hall	1,000.00
BING	22.08
<b>Total</b>	<b>3,097.08</b>

### Grants Received

Belectric - community contribution for allotments & car park improvements	20,000.00
Bishop's Buddies - donation for use by BING & Friends of the Yellow Land	2,000.00
<b>Total</b>	<b>22,000.00</b>