

BISHOP'S ITCHINGTON PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting 6 January 2025

Present:

Cllr Kettle (Chairman) Cllr Dugmore Cllr Lamont Cllr Horsman
Cllr Tagg-Wilkinson Cllr Thomas (Vice Chairman) Cllr Tressler

In Attendance:

Karen Stevens - Clerk to the Council
Val Powell – Cemetery Manager
Cllr Natalie Gist – District Councillor (part of meeting)

Public:

5

25/01 Chairman's Announcements:

Cllr Kettle advised the meeting that former councillor Judith Christian-Cater died just before Christmas. Her untimely death was a shock as although she had been battling cancer she was seeing an improvement in her condition. Her contribution to the village cannot be underestimated, she did a huge amount particularly for those most in need of help using her considerable network of contacts and her door was always open. Her presence will be sorely missed together with her contribution to this community, and he would like to thank her, sadly retrospectively for the huge contribution she has made during her time in Bishop's Itchington.

Councillors were given the opportunity to give their own reflections of working with/knowning Judith.

Cllr Kettle advised that he had been asked by the former Clerk, Alison Biddle to pass on her condolences.

Cllr Horsman suggested that, at a future meeting, the parish council looks at what the village could do collectively to recognise Judith's immense contributions.

On behalf of the entire parish council, we record our thank to Judith for her contribution.

25/02 Apologies:

Cllr Howatson's - apologies were accepted.

25/03 Declarations of Interest:

Cllr Hoseman for item 7iii b

25/04 Dispensations:

None required.

25/05 Minutes:

It was **RESOLVED** that the minutes of the ordinary parish council meeting held 2 December 2024 be accepted as a true and complete record of the meeting. Proposed Cllr Thomas, seconded Cllr Tagg-Wilkinson. Five in favour, two abstentions.

25/06 Public Forum:

Residents raised the issue of the clearance of the land known as the buffer zone located to the rear of Mandale Close. Concerns regarding the clearance are:

- Lack of consultation,
- Habitat issues,
- Privacy issues,
- Security issues now the natural buffer has been removed,
- Although the company that undertook the job of levelling the area did a good job, the amount of debris and detritus left is considerable and will need substantial work before replanting to stop the invasive indigenous species.

However, we move forward it has to be done positively and it was suggested that the following be taken in to account:

- Work needs to be done in partnership,
- Mini working party be set up involving residents,
- Design out crime,
- Allow access to the area to allow residents to have work undertaken to their fences.

25/07 Buffer Zone off Mandale Close

Cllr Tagg-Wilkinson, portfolio holder for Biodiversity spoke and made the following comments:

- Quotes were received and both suggested that because of what was there, the best course of action would be to start again from scratch,
- The area is important as it creates a pathway for biodiversity through and out of the village,
- The intention is to re-stock with a better mix of species like blackthorn, hawthorn and a range of indigenous plants that will then support wildlife throughout the seasons, introduce more wildlife and increase biodiversity
- Additional measures could also be put in i.e. bird hangers,
- Opportunity to put in bug houses and allow some level of community involvement/access,
- We need to look at the species specifically to support this
- DEFRA define what they consider to be appropriate native species for hedgerows, and these include, blackthorn, hawthorn, hazel, rowan, field rose, dogwood etc therefore by providing a diversity you will get more feed benefit – what was there before was predominantly bramble that other than blackberries has very little feed benefit
- If it is managed to keep the big stocks out i.e. self-seeded ash, you keep the light coming down to the lower levels promoting the lower-level species as well,
- Need to consider that whilst it will benefit those to the south whose light will not be impacted, clearly, we cannot allow the screen to grow too tall giving a negative impact to the residents of Mandale Close,
- May need a period of soil improvement required before re-planting.

It was suggested that it might be appropriate with Cllr Tagg-Wilkinson's guidance to engage an arboriculturist or such like to draw up a management plan for the site (something similar to what was done with the Yellow Land). Potentially, the Warwickshire Wildlife Trust Could help with this, and this would give you a combination

of flora and fauna considerations. Drainage of the area could affect the size of stock to be put in. Would also need to consider the species from a root perspective as we do not want to plant anything that could undermine properties.

It was **RESOLVED** that Cllr Tagg-Wilkinson to speak to people he thinks appropriate to come up with a planting plan focusing on things raised by residents i.e. prickly plants for natural security, provide a good wildlife habitat and will grow to a sensible height on the basis that we need to address the concerns of the residents to the south in Furrow Fields we cannot be in a situation of cutting off the light to those to the north in Mandale Close. This will include appropriate consultation with residents. Proposed by Cllr Kettle, seconded Cllr Thomas, all in favour

25/08 Planning Matters:

- i. To consider the parish councils response to the following planning application:

24/03160/TPO

The Homestead, Ladbroke Road, Bishop's Itchington, CV47 2RW – T1 – hawthorn to be felled. Overhanging ash T2 – ash to be pollarded back.

It was **RESOLVED** to submit a response of 'No Representations' to planning application 24/03160/TPO. Proposed Cllr Dugmore, seconded Cllr Thomas. All in favour

- ii. To discuss whether the parish council wants to submit further observation following the submission of amended/additional information:

24/02516/FUL

Land at Dadglow Farm, Bishop's Itchington – Installation and operation of a 20MW Battery Energy Storage System (BESS), including access and associated infrastructure.

Cllr Dugmore advised:

- The additional information includes reference to several appeals
- They reference four recent appeal decisions. The issue is that those appeals have got absolutely no relevance,
- The locations referred to are in Staythorpe, Wolverhampton, Battlesbridge and Rye Common Lane. They are respectively 400 Mega Watt hours (MWh), 50 MWh, 100 MWh and 49.5 MWh therefore everyone of them is between 2.5 and 20 times the size of the proposed application site
- The rationale for support for uphold of the appeal was the environmental benefit outweighed the harm. In our case, the environmental benefit i.e. the capacity added to the grid is negligible,
- On one of them the quote from the inspector was 'the inspector felt that the very special circumstances were necessary to justify the proposal' so very special circumstances were necessary to justify a 50 MWh storage facility. The proposal in Bishop's Itchington is 2.5 times smaller,
- Looking at other site constraints for Hambridge Road identified locally, recorded in the NPD as a tranquil location, the residents of the village have identified it as a place they would like to preserve that does not compare with the other sites mentioned – Rye Common immediately

adjacent to a sub-station on a track to nowhere so not an environmental asset to the community whereas Hambridge Road is. Battlesbridge is adjacent to A1245 (Battlesbridge by-pass) and is a very different proposition due to installation, construction and on-going maintenance. Staythorpe – immediately adjacent to Staythorpe National Grid sub-station. They are all next to substations and are logical places to locate them

- Still nothing about the infrastructure and how they are going to connect it to the grid – nearest sub-station is 1.5 miles away,

It was also stressed that within the documents there is a document where they discuss the 25 potential sites for this battery storage within this area and this storage has to be within 2km of a major sub-station (in this case Harbury Sub-station) so they have drawn a 2km radius circle around Harbury Sub-station and basically have looked at every bit of green space. The site that they have chosen in Hambridge Road is the closest to a built-up area. There are already solar farms around here with space that could accommodate a battery storage system, and the infrastructure would already be in situ. They have decided the 2km distance, there is nothing that dictates this distance.

It was **RESOLVED** to accept the evidence put forward by Cllr Dugmore and that we do not change our opinion but what we do do is provide an additional response which would be a summary of Cllr Dugmore's information provided. Cllr Dugmore to be delegated to provide a summary to the clerk for submission to Stratford District Council Planning. Proposed Cllr Kettle, seconded Cllr Tagg-Wilkinson, all in favour.

iii. To note the comments submitted on the following planning applications:

a. 24/02896/FUL

Unit 2, Site of former Bishop's Cross Car Sales, Gaydon Road, Bishop's Itchington – Change of use of existing retail unit (Class E(a) to Class E(a) and Class E(e).?

No representation

The response was noted

Cllr Gist joined the meeting.

b. 24/02631/ADV

Street Record, Gaydon Road, Bishop's Itchington – Erection of A Board advertising sign on the green at the intersection of Gaydon Road and Chapel Street

Support the application on the following grounds:

"Bishop's Itchington Parish Council support the application based on Bishop's Itchington Neighbourhood Development Plan Policy BINDP7 as the proposal will "enhance and improve existing community facilities" and the Village Store is one of the eleven named facilities within the plan".

Cllr Horsman left the meeting whilst this item was discussed.

It was **RESOLVED** to leave the response submitted as it stands. Proposed Cllr Dugmore, seconded Cllr Tagg-Wilkinson, all in favour.

Cllr Horsman rejoined the meeting

25/09 County and District Liaison:

Stratford District Council (SDC) – Cllr Gist had circulated her report prior to the meeting and the areas covered included:

- Judith Christian-Carter
- English devolution White Paper
- South Warwickshire Local Plan
- Environmental Services – refuse and recycling and Garden Waste Collections
- Public Space Protection Order consultation on dog fouling
- Community Safety – Appointment of new Chief Constable

Cllr Tagg-Wilkinson advised that Folletts representative had emailed to say they were going to do a litter pick and then would be starting to replant the area that is fenced. Public Space Protection Order regarding dog fouling. Cllr Gist confirmed that there is a dog warden, and it would give the police more powers if adopted. Concern was raised regarding enforcement. Cllr Kettle stated that it is not what powers there are it is actually catching them and therefore what measures would be put in place on the back of this for parish councils as it is presumed most activity will be focused on Stratford. What is the direct phone number to the Dog Warden?

The matter of local police protection was raised with rising crime in the village including theft, anti-social behaviour, someone being threatened with a machete, children up on scaffolding at two in the morning (the group of children are known) etc. If we had a contact in the police we could undertake some collaborative work. The fear is that it will become vigilante, and the adults will start to act - Cllr Gist will speak to the community safety manager.

Cllr Kettle suggested there may be an opportunity for some form of community plan, as it is not illegal to have personal CCTV covering the public highway, whereby the parish council, with support from the Community Safety Team, initiate some form of protocol so, those who are prepared to admit they have CCTV covering major routes in/out of the village, in the event of a theft anyone with relevant CCTV footage of roads could be contacted. Cllr Gist agreed to speak to the Community Safety Team to see if there are any examples of it being done elsewhere in large villages and whether there is an established methodology.

Cllr Gist was asked to find out where the neighbourhood policing pathway got to and how much Warwickshire Police have been involved with it.

Cllr Kettle advised that the Police and Crime Commissioners consultation is currently open as to how resources should be spent.

Cllr Gist was asked to find out if private policing has been considered.

Warwickshire County Council (WCC) – A report had been circulated. Cllr Kettle updated the parish council on:

- Local roads
- HS2
- Bush Heath TRO's
- Schools
- WCC Cllrs Highways Budget
- WCC have been invited to respond to two major Consultations – the future of local government and the future management of the Local Government Pension Scheme
- Those wishing to apply for reception/junior school places need to apply by 15 January 2025.

25/10 Parish Council Vacancy:

It was agreed to put an advert on Facebook, notice boards and the website advertising the vacancies with a cut off point towards the end of January with applicants being invited to attend the parish council meeting on 3 February 2025. It was suggested that we do not do the same procedure as at the previous parish council where co-option was undertaken, and people should not be asked to leave the room as it lacked transparency and people were excluded from a public meeting. The clerk was asked to contact WALC to see if there is a protocol in place for co-option.

25/11 Traffic Surveys:

It was **RESOLVED** to request two traffic surveys, each for a two-week duration. One on Ladbroke Road as you come into the village near its junction with Old Road and Gaydon Road by the bus stops where the children get the school bus – both locations relate to children's safety. Proposed by Cllr Thomas, seconded Cllr Tagg-Wilkinson, all in favour

25/12 Consultation – Stratford on Avon District Council (Public Spaces Protection) (Dog Fouling) Order 2025:

It was **RESOLVED** that the clerk would respond on behalf of the parish council stating that we agree with the proposals but questioning how it is going to be enforced. Proposed Cllr Kettle, seconded Cllr Tagg-Wilkinson, all in favour.

25/13 St Michael's Churchyard:

The Health and Safety Inspection of the memorial headstones in the Churchyard had been undertaken by Stphen Hill's who have the appropriate qualifications to undertake inspection, and they had made a number of recommendations. After discussion it was **RESOLVED** to undertake works 1, 4 and 5 as outlined in the report at a cost of £450.00 and obtain more details on the works to monoliths and why they believe they are at risk and the works to large cross/block memorial Proposed Cllr Kettle, seconded Cllr Thomas, all in favour

25/14 Finance:

- i. To receive monthly financial reports for:
 - a. November 2024 – This was noted (Appendix A)
 - b. December 2024 – This was noted (Appendix B)
- ii. To receive bank reconciliation reports for:
 - a. November 2024 – Cllr Kettle has checked these and they are correct
 - b. December 2024 – Cllr Kettle has checked these and they are correct
- iii. To approve accounts for payment 6 January 2025:

It was **RESOLVED** to amend the payment to Arbescape as the parish council are not currently happy with the works undertaken at Ladbroke Road and therefore are only prepared to pay for the buffer zone works (£2,200 plus VAT of £440 = £2,640). Following this amendment, the accounts payable for 6 January 2025 were approved (£9,000.84) (Appendix C). Proposed Cllr Thomas, seconded Cllr Tagg-Wilkinson, all in favour.
Cllrs Dugmore and Thomas agreed to authorise the payments.
- iv. Budget/Precept 2025/26
It was agreed that Cllr Kettle and the Clerk produce a draft budget/precept, this is circulated to Cllrs Dugmore and Tressler, a Teams meeting is held between

Cllrs Kettle, Dugmore, Tressler and the Clerk and the final draft is circulated to the parish council for discussion/approval at an extraordinary parish council meeting to be held on 20 January 2025

25/15 Portfolio Holders Update:

Cllr Horsman advised she would like to work with Cllr Thomas to look at the role regarding the police
Cllr Tagg-Wilkinson reported that the bin by the Yellow land has been installed and is being used/emptied.

25/16 Reports and Questions:

Cllr Horsman raised the issue of the brown information finger sign on Gaydon Road and the process to get it changed to 'Village Store'. It was originally paid for by the parish council.
Cllr Lamont advised that the hedge laying at the churchyard was progressing well and looking good.

25/17 A motion was passed for the Exclusion of Public and Press under Section 100A of Local Government Act 1972 (Proposed Cllr Kettle, seconded Cllr Thomas:

1. To discuss and agree quotes for hedge:

It was RESOLVED to accept the quote from Arbescape. Proposed Cllr Lamont, seconded Cllr Dugmore, all in favour

25/18 Date of Next Meeting

An extraordinary meeting of the parish council will be held on Monday 20 January 2025 at 7.30pm at the Community Centre
The next ordinary meeting of the parish council will take place on Monday 3 February 2025 at 7.30pm at the Community Centre.

Meeting closed at 22:05

Signed.....Chairman Date.....

APPENDIX A

Financial Budget Comparison

Comparison between 01/04/24 and 30/11/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

	Budget 2024/2025	Reserve Movements	Actual Net	Balance	
INCOME					
Bishops Itchington Parish Council					
10	Precept	£110,000.00	£0.00	£110,000.00	£0.00
20	Council Tax Support Grant	£0.00	£0.00	£0.00	£0.00
30	Burials	£2,500.00	£0.00	£1,670.00	-£830.00
40	Sec 136 & Other Reimbursements	£1,300.00	£0.00	£0.00	-£1,300.00
50	Playing Field	£500.00	£0.00	£420.80	-£79.20
60	Interest - Current	£12,500.00	£0.00	£1,205.27	-£11,294.73
61	Interest - Pavilion Fund	£0.00	£0.00	£1,215.35	£1,215.35
70	Grants	£0.00	£0.00	£0.00	£0.00
80	Misc	£0.00	£0.00	£0.00	£0.00
90	VAT Refund	£0.00	£0.00	£11,331.25	£11,331.25
100	Pavilion Fund	£0.00	£0.00	£0.00	£0.00
Total Bishops Itchington Parish Council		£126,800.00	£0.00	£125,842.67	-£957.33
Total Income		£126,800.00	£0.00	£125,842.67	-£957.33
EXPENDITURE					
Bishops Itchington Parish Council					
200	Salaries & Expenses	£39,943.00	£0.00	£23,519.61	£16,423.39
210	Councillor Allowances	£500.00	£0.00	£0.00	£500.00
220	Administration	£12,565.00	£0.00	£9,418.26	£3,146.74
230	Grounds Maintenance	£28,202.00	£0.00	£17,591.72	£10,610.28
240	Cemetery & Churchyard	£6,445.00	£0.00	£2,707.26	£3,737.74
250	Playing Field	£16,886.00	£0.00	£1,480.18	£15,405.82
260	Grants	£10,000.00	£0.00	£2,235.38	£7,764.62
270	Neighbourhood Plan	£0.00	£0.00	£0.00	£0.00
280	Other Expenditure	£500.00	£0.00	£0.00	£500.00
290	VAT	£0.00	£0.00	£0.00	£0.00
300	Contingency	£0.00	£0.00	£0.00	£0.00
310	Parish Office	£5,720.00	£0.00	£3,520.00	£2,200.00
320	Pavilion Project	£0.00	£0.00	£0.00	£0.00
Total Bishops Itchington Parish Council		£120,761.00	£0.00	£60,472.41	£60,288.59
Total Expenditure		£120,761.00	£0.00	£60,472.41	£60,288.59
Total Income		£126,800.00	£0.00	£125,842.67	-£957.33
Total Expenditure		£120,761.00	£0.00	£60,472.41	£60,288.59
Total Net Balance		£6,039.00		£65,370.26	

Appendix B

Financial Budget Comparison

Comparison between 01/04/24 and 31/12/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

	Budget 2024/2025	Reserve Movements	Actual Net	Balance	
INCOME					
Bishops Itchington Parish Council					
10	Precept	£110,000.00	£0.00	£110,000.00	£0.00
20	Council Tax Support Grant	£0.00	£0.00	£0.00	£0.00
30	Burials	£2,500.00	£0.00	£2,330.00	-£170.00
40	Sec 136 & Other Reimbursements	£1,300.00	£0.00	£642.18	-£657.82
50	Playing Field	£500.00	£0.00	£484.91	-£15.09
60	Interest - Current	£12,500.00	£0.00	£1,205.27	-£11,294.73
61	Interest - Pavilion Fund	£0.00	£0.00	£1,960.36	£1,960.36
70	Grants	£0.00	£0.00	£0.00	£0.00
80	Misc	£0.00	£0.00	£33.37	£33.37
90	VAT Refund	£0.00	£0.00	£11,331.25	£11,331.25
100	Pavilion Fund	£0.00	£0.00	£0.00	£0.00
Total Bishops Itchington Parish Council		£126,800.00	£0.00	£127,987.34	£1,187.34
Total Income		£126,800.00	£0.00	£127,987.34	£1,187.34
EXPENDITURE					
Bishops Itchington Parish Council					
200	Salaries & Expenses	£39,943.00	£0.00	£26,087.80	£13,855.20
210	Councillor Allowances	£500.00	£0.00	£0.00	£500.00
220	Administration	£12,565.00	£0.00	£10,126.32	£2,438.68
230	Grounds Maintenance	£28,202.00	£0.00	£19,830.59	£8,371.41
240	Cemetery & Churchyard	£6,445.00	£0.00	£8,398.10	-£1,953.10
250	Playing Field	£16,886.00	£0.00	£1,579.77	£15,306.23
260	Grants	£10,000.00	£0.00	£2,753.60	£7,246.40
270	Neighbourhood Plan	£0.00	£0.00	£0.00	£0.00
280	Other Expenditure	£500.00	£0.00	£0.00	£500.00
290	VAT	£0.00	£0.00	£0.00	£0.00
300	Contingency	£0.00	£0.00	£0.00	£0.00
310	Parish Office	£5,720.00	£0.00	£3,960.00	£1,760.00
320	Pavilion Project	£0.00	£0.00	£0.00	£0.00
Total Bishops Itchington Parish Council		£120,761.00	£0.00	£72,736.18	£48,024.82
Total Expenditure		£120,761.00	£0.00	£72,736.18	£48,024.82
Total Income		£126,800.00	£0.00	£127,987.34	£1,187.34
Total Expenditure		£120,761.00	£0.00	£72,736.18	£48,024.82
Total Net Balance		£6,039.00		£55,251.16	

Appendix C

Bishop's Itchington Parish Council					
Accounts Payable 6 January 2025 - Ammended					
To Whom Payable	Ref No	Ex Vat	Vat Payable	Totals	
<i>Urgent accounts paid since last meeting requiring the formal approval of the council</i>					
E Biddle (office rent 02/01/25)	s/order	£ 440.00	£ -	£ 440.00	
Three Business (mobile sim 23/12/24)	d/debit	£ 4.17	£ 0.83	£ 5.00	
E.ON Next (pavilion electricity 20/12/24)	d/debit	£ 99.59	£ 4.98	£ 104.57	
OneCom Ltd (Telephone/Broadband 31/12/24)	d/debit	£ 90.82	£ 18.16	108.98	
K Stevens (Expenses - laptop and cables)	241215				
K Stevens (Expenses - barriers)	241217	£ 147.46	£ 29.49	176.95	
Unity Bank (Service Charge 31/12/24)	241214	£ 9.45		9.45	
Bishop's Itchington Carnival Committee (Grant)	241219	£ 500.00		500.00	
	Sub-total	£ 1,291.49	£ 53.46	£ 1,344.95	
<i>Accounts for payment on 6 January 2025</i>					
Salaries	250101	£ 1,905.16	£ -	£ 1,905.16	
HMRC (PAYE November and December)	250102	£ 837.20	£ -	£ 837.20	
WCC Pension Fund	250103	£ 549.83	£ -	£ 549.83	
Arbscape Tree works Ladbroke Road area and Mandale Close	250104	£ 2,200.00	£ 440.00	£ 2,640.00	
Claranet (Corporate Domain Registration (January))	241205	£ 5.20	£ 1.04	£ 6.24	
Expenses K Stevens (Mobile Sim November and December)	250106	£ 30.98		£ 30.98	
Expenses V Powell (diary)	250107	£ 2.00		£ 2.00	
Light Media (Website hosting 04/12/24 - 03/03/25)	250108	£ 90.00	£ 18.00	£ 108.00	
PWC (Bus Shelter Cleaning - Invoice 224)	250109	£ 45.00		£ 45.00	
Thomas Fox Landscaping (Maintenance, hedge cutting and leaf collection)	250110	£ 805.80	£ 161.16	£ 966.96	
Viking Office UK Ltd (monitors, monitor arm, stationery)	250111	£ 196.83	£ 39.37	£ 236.20	
Viking Office UK Ltd (docking station)	250112	£ 174.60	£ 34.92	£ 209.52	
BCH (Community Centre Insurance Review)	250113	£ 99.00	£ 19.80	£ 118.80	
				£ 7,655.89	
	Sub-total	£ 6,941.60	£ 714.29	£ 7,655.89	
	TOTAL	£ 8,233.09	£ 767.75	£ 9,000.84	