

BISHOP'S ITCHINGTON PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting 11 April 2022 at 7.30pm

Present

Cllr Dugmore (Chairman) Cllr Christian-Carter Cllr Gates Cllr Kettle
Cllr Tressler

Absent

4 Vacant seats

In Attendance

Karen Stevens - Clerk to the Council

Public

0

22/65 Apologies

Cllr Thomas and PC Chris Knight

It was **RESOLVED** to accept apologies from Cllr Thomas and PC Chris Knight.
(Proposed Cllr Dugmore, seconded Cllr Gates, all favour).

22/66 Declarations of Interest

None

22/67 Dispensations

None.

22/68 Minutes

It was **RESOLVED** that, to approve the minutes of the ordinary parish council meeting held on 14 March 2022 as a true and complete record of that meeting.
(Proposed Cllr Gates, seconded Cllr Tressler, all in favour).

22/69 Public Forum

No members of the public were present.

22/70 Planning Matters

22/00826/FUL

7 Chapel Street, Bishop's Itchington – Erection of single storey rear extension.

It was **RESOLVED** that the parish council's response to this planning application would be 'No Representations'. (Proposed Cllr Dugmore, seconded Cllr Tressler, four in favour and one abstention (Cllr Kettle)).

22/71 County, District & Parish Liaison

SDC/WCC

Cllr Kettle had circulated notes appertaining to the District and County Council prior to the meeting.

District Council:

- Merger – Two companies were instructed to carry out due diligence, firstly from a Warwick perspective and secondly from a Stratford perspective A number of issues have arisen giving the need for due diligence in that Warwick have high borrowings (in the region of £400,000,00) whilst Stratford have around £11,000,000. Interest rates have changed, inflation has risen, and prospects have changed therefore we do want to make absolutely sure before we go forward that if we do merge then 50% of Warwick's borrowing will become the responsibility of Stratford therefore we need to make sure there would be no adverse impact on Stratford council tax payers from this process,
- South Warwickshire Local Plan will not be affected whether the merger progresses or not,
- Garden Waste Subscriptions are being taken up far quicker than last year,
- 1, 2, 3 + Waste system will start midway through the year. The black bins will only be collected fortnightly which should not be a problem as a food caddy will be provided for kitchen food waste and this will be emptied weekly,
- Council Tax Rebates are unlikely to be received before September as the funding and software to do this has not yet been received ,
- Enforcement Team in place at Stratford and they are being pro-active to some extent with several prosecutions pending. It is a small team but there appears to be an appetite to put more money into enforcement. With regards to enforcement, they will concentrate on the 'big hitters' first where there is a significant adverse impact on the community rather than on one or two individuals who fall foul of the planning rules and regulations.

County Council:

- A response has been received from Mr Hobday regarding drainage/flooding at the cemetery. He will visit the cemetery when it rains and look at what can be done to improve drainage,
- Covid rates are still high with 6 deaths in the last week,
- Gaydon have adopted a Ukrainian family,
- Harbury crossroads – unfortunately it is for the developers to instruct contractors to undertake the work and they have a deadline of 25% or 50 % occupancy of parts of their development,
- Highway Verges – looking at how they can be more environmentally friendly,
- Warwickshire are going to pay for free meetings

22/72 Renewal of WALC Subscription for 2022/23

It was **RESOLVED** to renew Bishop's Itchington Parish Councils subscription to WALC for 2022/23 at a cost of £687 plus VAT. (Proposed Cllr Dugmore, seconded Cllr Tressler, all in favour).

22/73 Finance

1 Monthly Financial Report

It was **RESOLVED** to accept the Monthly Finance Report ending 31 March 2022 (Appendix A). (Proposed Cllr Gates, seconded Cllr Kettle, all in favour).

2 Bank Reconciliation Report for March 2022

The bank reconciliation report for March 2022 had been completed by the Clerk. Cllr Gates has checked it and is happy with it.

3 Accounts for Payment

It was **RESOLVED** that the Accounts Payable on 14 March 2022 be authorised for payment by Cllrs Dugmore and Cllr Gates (Appendix B). (Proposed Cllr Gates, seconded Cllr Dugmore, all in favour).

22/74 Donated Bench

It was **RESOLVED** to agree the proposed donated bench in the Orchard – to be delivered and anchored in by the supply company. Location to be agreed with the parish council. (Proposed Cllr Gates, seconded Cllr Dugmore, all in favour).

22/75 Bishop's Itchington Parish Council Policies:

It was agreed that following her attendance on a recent course, the Clerk will look at the policies and bring them back at the next meeting for approval.

22/76 Annual Village Meeting:

- 25 April at 7.30pm,
- Invites have been sent,
- Request and reminder sent for reports to be submitted,
- Councillors with a responsibility for a particular area of work (NDP, Playground, Cemetery, Planning etc.) to submit their reports asap,
- Pavilion report required – Cllr Dugmore to write the report,
- Wine and 'nibbles' to be supplied.

22/77 Environment & Properties

1. Children's Playground:

i. Working Group Update:

- Zip-wire replacement has been sorted and is with Proludic. There is an eight week lead in time,
- A Working Group meeting was held on 22 March and the topics of discussion were next steps, Survey Monkey survey in circulation,

employing Jayne Warman to lead fund raising i.e. possibility of going back to HS2 to see if the Pavilion grant could be used for the playground, land fill grants,

- Timing – trying to get everything in place for installation Spring 2023,
- Community engagement has started – Tom Cooper has been into the primary school,
- S106 – Deed of Variation: is there a possibility of some of this monies being used towards the playground. A request has been sent to SDC requesting this. Working group would like to allocate £75,000 towards the playground with so that if match funding is required, it will be in place,

ii. Monthly Inspection Report

- Bin in the main area is totally out of shape and is beyond repair,
- Wooden steppingstones have deteriorated further and the question has been raised as to whether these should be removed. A cost to be obtained to remove these and make level the surface.

2. BINDP:

- Regulation 16 Public consultation will close 5pm on Friday 22 April and we await any comments.
- The unused portion of the grant has been returned to Groundworks UK (£1,470). This will need to be applied for again in the new financial year and Cllr Thomas will undertake this task,
- Cllr Tressler stated that Cllr Thomas's focus on this NDP has been admirable

22/78 Reports and Questions

- Cllr Gates raised an observation in that there was an issue relating to the zip-wire regarding obtaining 3 quotes and a proposal was agreed that would allow the parish council/working group to make a decision without having to come back to the Council again. The way the proposal was worded created problems as the third quote came back cheaper (approximately £700) but the lead in time was more than double. We were therefore faced with the situation that we had not technically agreed. Cllr Gates advised that he was highlighting this example so that when we do try to do something to avoid an additional meeting, that we need to make proposals broader in context. This is not the first time this has happened, and we need to ensure that we specify the job before we get it quoted – we ask contractor A for something, learn something then ask contractor B, learn something and then ask contractor C that results in 3 quotes that are not comparable. This is not to happen again. Another lesson learnt is that if it takes longer, it takes longer as the process must be followed correctly.

22/79 Date of Next Meeting

The Annual Meeting of the parish council will take place on Monday 9 May 2022 at 7.30pm at the Community Centre. This will be immediately followed by the ordinary meeting of the Parish Council.

Meeting closed at 20:32

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

DRAFT

APPENDIX A

Financial Budget Comparison

Comparison between 01/04/21 and 31/03/22 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/21

		Budget 2021/2022	Reserve Movements	Actual Net	Balance
INCOME					
Bishops Itchington Parish Council					
10	Precept	£90,000.00	£0.00	£90,000.00	£0.00
20	Council Tax Support Grant	£0.00	£0.00	£0.00	£0.00
30	Burials	£2,000.00	£0.00	£4,025.00	£2,025.00
40	Sec 136 & Other Reimbursements	£1,300.00	£0.00	£0.00	-£1,300.00
50	Playing Field	£400.00	£0.00	£124.21	-£275.79
60	Interest	£100.00	£0.00	£45.44	-£54.56
70	Grants	£0.00	£0.00	£7,395.00	£7,395.00
80	Misc	£250.00	£0.00	£143,908.46	£143,658.46
90	VAT Refund	£0.00	£0.00	£9,732.12	£9,732.12
100	Pavilion Fund	£0.00	£0.00	£0.00	£0.00
Total Bishops Itchington Parish Council		£94,050.00	£0.00	£255,230.23	£161,180.23
Total Income		£94,050.00	£0.00	£255,230.23	£161,180.23
EXPENDITURE					
Bishops Itchington Parish Council					
200	Salaries & Expenses	£30,047.00	£0.00	£26,033.12	£4,013.88
210	Councillor Allowances	£500.00	£0.00	£500.00	£0.00
220	Administration	£7,320.00	£0.00	£11,083.08	-£3,763.08
230	Grounds Maintenance	£21,914.00	£0.00	£22,047.83	-£133.83
240	Cemetery & Churchyard	£5,340.00	£0.00	£1,087.31	£4,252.69
250	Playing Field	£10,692.00	£0.00	£2,811.05	£7,880.95
260	Grants	£7,500.00	£0.00	£8,680.27	-£1,180.27
270	Neighbourhood Plan	£2,500.00	£0.00	£2,450.00	£50.00
280	Other Expenditure	£1,000.00	£0.00	£0.00	£1,000.00
290	VAT	£0.00	£0.00	£0.00	£0.00
300	Contingency	£0.00	£0.00	£0.00	£0.00
310	Parish Office	£5,290.00	£0.00	£4,940.04	£349.96
320	Pavilion Project	£5,000.00	£0.00	£12,985.50	-£7,985.50
Total Bishops Itchington Parish Council		£97,103.00	£0.00	£92,618.20	£4,484.80
Total Expenditure		£97,103.00	£0.00	£92,618.20	£4,484.80
Total Income		£94,050.00	£0.00	£255,230.23	£161,180.23
Total Expenditure		£97,103.00	£0.00	£92,618.20	£4,484.80
Total Net Balance		-£3,053.00		£162,612.03	

