

# BISHOP'S ITCHINGTON PARISH COUNCIL

## Minutes of the Extraordinary Parish Council Meeting 23 January 2023 at 7.30pm

### Present

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

### Absent

4 Vacant seats

### In Attendance

Karen Stevens - Clerk to the Council

### Public

0

### 23/13 Apologies

None.

### 23/14 Declarations of Interest

None.

### 23/15 Dispensations

None.

### 23/16 Public Forum

No public in attendance.

### 23/17 Result of Bishop's Itchington Neighbourhood Development Plan Referendum

The result of the referendum was 274 votes for 'Yes' and 40 votes for 'No'.  
Cllr Kettle advised that the Facebook post is incorrect as the BINDP is not adopted yet. It has to be adopted by Stratford District Council and this will be undertaken at full council in February. Cllr Thomas will be invited to attend the meeting to be congratulated by the District Councillor and committee.

### 23/18 Bishop's Itchington Budget 2023/2024

A meeting of the Finance Group was held to discuss and prepare a budget proposal for 2023/24. The final circulated draft is very simple and included a number of positives for the community (funding available to resurface the hard court/tennis courts and adopts a policy that monies will be put aside each year towards replacement costs for a new play area in the future). Reserves for next year will not be known until after year end (31 March 2023) but we are funding a significant part of the increase out of revenue reserves.

It was **RESOLVED** to accept and adopt the budget as presented for 2023/2024 (Appendix A). (Proposed Cllr Tressler, seconded Cllr Dugmore, all in favour).

**23/19 Precept 2023/2024**

Following the adoption of the parish council budget for 2023/2024, the precept proposal is £108,840 which equates to a Band D property of £93.60 which represents an increase of 1.87% on last year's precept.

It was **RESOLVED** to submit the precept demand for £108,840 for 2023/2024. (Proposed Cllr Dugmore, seconded Cllr Tressler, all in favour).

**23/20 Planning:**

To consider the following planning applications:

**1 22/03439/FUL**

Land near to Bishop's Itchington (Feldon Vale Solar Farm) – Installation of an underground high voltage (33kV) electrical cable and associated works required to facilitate Feldon Vale Solar Farm.

The following points were raised:

- The previous experience of cables being laid in the village (Western Power) was challenging. The lack of rules and regulations they have to work under and the catastrophe that happened at times suggests that if we have the opportunity then a working group should be formed to lay out what we need and want from the work because they will just attack it, rip it to pieces, create mud everywhere, will not reinstate it to the order it should be unless there are absolutely defined rules of engagement,
- Cllr Tressler and Cllr Kettle have first hand experience with the previous provider, they have the skills set required to put together some 'do's' and 'don'ts' if required,
- When Western Power put the cable in they did manage to keep the B4451 open for the entire extent of the works (traffic light controlled). Changes in regulations means that the working width required for a trench has to have a 2m gap and then there needs to be a 3.8m roadway adjacent to the working width. If the road is not wide enough, the road has to be closed,
- Currently there does not appear to be a definitive route as there are different options,
- The parish council is unable to object as planning permission has been granted for the solar farm and therefore the laying of the cable and associated works are required to connect the solar farm to the Depper's Bridge substation,
- Need to make forceful comments that we do need to have conditions laid down and how they are going to be upheld. SDC put conditions down but do not check/enforce them,
- Highways issues are involved,
- Possibility of meeting the contractor prior to works starting,
- This application needs to be looked at from what is/is not a planning consideration,

- Ensure that Plough Lane and Knightcote Road are kept open throughout the entire construction period so as not to have negative economic impact on the residents of Bishop's Itchington,
- The covering letter states 'it is expected that the installation of the cable will take around 4 weeks to complete. During this time there will likely be temporary traffic lights to manage the flow of traffic if one side of the highway needs to be closed but there will be no full closures.' Therefore, it is thought we should comment that this needs to be upheld and that we would expect the SDC case officer ensures this is upheld,
- The covering letter also states that it should be noted that at works, site will be returned to its previous condition (last paragraph under Cable Installation Methods – page 3)
- Need to comment on what has been presented to the parish council

It was **RESOLVED** that subject to the provisions of the covering letter, namely the retention of road access at all times and cable installation methods is upheld, we have no representations to make (Proposed Cllr Christian-Carter, seconded Cllr Dugmore, five in favour, one abstention (Cllr Kettle)).

## 2 23/00057/FUL

Coben, Gaydon Road, Bishop's Itchington, CV47 2QZ – Proposed storey rear extension plus raising height of part of the existing roof by 1m to meet the extension. Single storey side extension. External refurbishment of existing property.

- The building has been the subject of numerous planning applications, most of which have been refused because the intention has always been to create a two-storey house as opposed to a bungalow,
- New proposal, if raise roof by 1m they have something looking more like a two-storey house (not a dormer bungalow),
- In terms of its subservancy, the main extension is not subservient to the host dwelling – it makes the extension look like the main building,
- Upstairs consists of a bedroom, dressing area and ensuite,
- The property is away from the road, relatively remote and does not have a big impact on other residents,
- AS10 would come into play with this proposal because it is located in the countryside,
- If it is AS10, or a subservient element, it would be up to SDC to make a decision on policy,
- Over-development contrary to CS20,

It was **RESOLVED** to submit a response of 'no rep's'. (Proposed Cllr Gates, seconded Cllr Thomas, four in favour, one against (Cllr Christian-Carter) and one abstention (Cllr Kettle)).

**23/21 Exclusion of Public and Press:**

It was formally **RESOLVED** to conduct the next element under Section 100a of the Local Government Act 1972 on the grounds that it is commercially sensitive information. (Proposed by Cllr Kettle, seconded Cllr Dugmore, all in favour)

**1. Grounds Maintenance Tender 2023 to 2026:**

Following discussion it was **RESOLVED** to award the grounds maintenance contract for the period 01/03/2023 to 28/02/2026 to Thomas Fox Landscaping and Maintenance. (Proposed Cllr Dugmore, seconded Cllr Kettle, all in favour).

**23/22 Date of Next Meeting**

The next ordinary meeting of the parish council will take place on Monday 13 February 2023 at 7.30pm at the Community Centre.

**Meeting closed at 20:23**

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

## Appendix A

### Bishop's Itchington Parish Council

Budget Heading	2021-22	2022-23	2022-23				2023-24 Budget	
	Actual	Budget	Actual Net income/ expenditure to 31 Dec 22	Forecast & provn's for 3 months to 31 March 2023	Transfer to reserves	Transfer from reserves		Total
<b>Expenditure</b>								
Salaries & Expenses	36,070	33,333	20,034	7,712	-	-	27,746	32,847
Parish Office	4,940	5,190	3,875	1,235	-	-	5,110	5,530
Administration	8,216	10,958	10,335	1,242	-	-	11,577	13,541
Estate works	19,484	21,961	17,324	4,016	-	-	21,340	28,100
Cemetery & Churchyard	6,645	4,420	3,164	762	3,000	-	6,925	5,389
Playing Field	13,167	18,752	13,452	1,327	4,500	-	19,279	21,909
Grants to village groups	-	7,500	1,692	5,808	-	-	7,500	10,000
Neighbourhood development plan	4,440	2,500	490	-	-	-	490	-
Other Expenditure	-	1,000	-	-	-	-	-	1,000
Pavillion project	15,582	5,000	4,781	-	-	-	4,781	-
VAT	7,656	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-	-
<b>Total Expenditure</b>	<b>116,199</b>	<b>110,614</b>	<b>75,145</b>	<b>22,102</b>	<b>7,500</b>	<b>-</b>	<b>104,747</b>	<b>118,296</b>
<b>Income</b>								
Council tax support grant	-	-	-	-	-	-	-	-
Other	15,354	6,300	3,328	1,097	-	-	4,426	4,500
Precept	89,000	104,500	104,500	-	-	-	104,500	108,840
<b>Total Income</b>	<b>104,354</b>	<b>110,800</b>	<b>107,828</b>	<b>1,097</b>			<b>108,926</b>	<b>113,340</b>
Surplus/ (deficit) pre precept	( 11,846)	186	32,683	( 21,005)	( 7,500)	-	4,178	( 4,956)
<b>Funded by:</b>								
Surplus/deficit in period	( 11,846)	186	32,683	( 21,005)			4,178	( 4,956)
Transfer (to) / from reserves	25,462	-	-	-	-	-	-	-
<b>Net surplus/ (deficit) after precept</b>	<b>13,616</b>	<b>186</b>	<b>32,683</b>	<b>( 21,005)</b>			<b>4,178</b>	<b>( 4,956)</b>
General reserve b/f	12,442	4,924	26,058	58,741	-	-	4,924	9,102
General reserve c/f	26,058	5,110	58,741	37,736	-	-	9,102	4,146
<b>Percentage increase in precept</b>								
<b>RESERVE RECONCILIATION</b>								
General reserve b/f	21,000						21,000	
Specific reserves	26,000						26,000	
Parish office	42,465						42,465	
Cemetery and churchyard	32,000						32,000	
Playing field equipment	7,500						7,500	
Community assets	10,000						10,000	
Pavillion	143,908						143,908	
Tennis Court	15,000						15,000	
Allotments fund	3,470						3,470	
BING	2,000						2,000	
NDP	-						-	
VAT reserve	-						-	
	154,776.33	303,343					303,343	
Revenue reserves b/f	4,924						4,924	
Transfer to specific reserves	-						-	
Transfer from reserves	-						-	
Adjusted revenue reserves	4,924						4,924	
Surplus/ ( Deficit) in period	-						11,678	
Revenue reserves c/f	4,924						16,602	
<b>Total reserves c/f</b>	<b>308,267</b>						<b>319,946</b>	
<b>Council tax base</b>	<b>858.41</b>	<b>1,137.38</b>						<b>1,162.82</b>
Tax per household	105.24	91.88						93.60