

BISHOP'S ITCHINGTON PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting 7 July 2025

Present:

Cllr Kettle (Chairman)	Cllr Horsman	Cllr Lamont	Cllr J Thomas
Cllr N Thomas (Vice Chairman)	Cllr Tressler	Cllr Burns	Cllr A Dugmore

In Attendance:

Emma Hooker - Clerk to the Council (Interim)
Cllr Natalie Gist – District Councillor 8.06pm – 8.50pm

Public: 2

25/142 Chairman's Announcements:

- i. Chairman thanked Cllr N Thomas and Cllr J Thomas for their efforts on Carnival Day representing the Parish Council.
- ii. Chairman attended the Gaydon Liaison Meeting at the British Motor Museum and shared the application for a 140-bed hotel received approval and has a planned opening for Spring 2027. It was also reported that Jaguar Land Rover are thriving currently, however there are planned redundancies at Aston Martin, a statement was read out and Chair will disseminate this to the Council.

25/143 Apologies:

None Received

25/144 Declarations of Interest:

None Declared

25/145 Dispensations:

None Declared

25/146 Minutes:

- i. Minutes of the Ordinary Meeting of the Parish Council held on 2 June 2025:
It was **RESOLVED** that the minutes of the ordinary parish council meeting held 2 June 2025, be accepted as a true and complete record of the meeting.
Proposed Cllr Lamont, seconded Cllr Tressler

25/147 Public Forum:

- i. Two residents raised concerns regarding the ongoing painting works at the Chapel, specifically questioning the painting of the exterior brickwork and the tendering process involved.
Cllr Lamont clarified that the cost of the works did not exceed the threshold requiring the Parish Council to go out to tender.
Regarding the painting of the exterior brickwork, the Parish Council will investigate the scope of the brief provided to the contractor and the reasons for the stonework being painted in error.

The Chair informed residents that the contractor engaged is a specialist, and that the paint will be removed without causing any damage to the underlying brickwork.

An investigation will be carried out and the findings will be reported in due course.

- ii. Residents raised concerns regarding the availability of water at the cemetery, noting that visitors are currently being asked to bring their own water as the supply is being used by contractors. Cllr Lamont thanked the residents for bringing this matter to the Council's attention. It was understood that this arrangement was a temporary measure, implemented due to the recent drought conditions. The situation will be monitored and reviewed as necessary.

25/148 Planning Matters:

To review and consider any amendment to the parish council's original response made to planning application:

25/0418/FUL

42 Dadglow Road, Bishops Itchington - Single side storey extension This appears to be a more finished design that they put forward in December 2024.

The parish council previously commented that the development would permanently block access to the garage, limiting available parking to two cars – a consideration if the property has more than three bedrooms (Development Requirements SPD, part O) It was **RESOLVED** to submit a No Representation. Proposed Cllr Dugmore, seconded Cllr Burns- all in favour

Granted:

A) 25/00912/FUL 46 Central Drive, Bishops Itchington- Rear single story conservatory extension Permission with conditions 4 June 2025

B) 25/00628/FUL Mill Pit Farm, Hambridge Road, Bishops Itchington – Installation of 40 ground mounted solar panels Permission with conditions 9 June 2025

25/149 County and District Liaison:

Stratford District Council (SDC) – Cllr Gist had previously circulated their report (July 25) which included:

- **Postal Voting Changes**
 - Postal voters must now reapply every 3 years under the Elections Act 2022.
 - Voters who applied before 31 October 2023 must renew by 31 January 2026.
 - Stratford District Council will contact approx. 17,000 voters by email or post.
 - Applications can be made online: www.gov.uk/apply-postal-vote
- **Local Government Review**
 - SDC Cabinet to discuss proposals from the English Devolution White Paper.
 - Deloitte report evaluates two models:
 - Single unitary council for Warwickshire.
 - Two-unitary model (North & South Warwickshire).
 - Two-unitary model identified as the preferred option.
 - Public consultation planned before final submission in November.

- **Five-Year Housing Land Supply (5YHLS)**
 - National planning changes increased annual housing target from 730 to 1,126 homes.
 - Despite this, SDC maintains a 5.06-year land supply.
 - Ensures Core Strategy continues to carry full weight in planning decisions.
- **Health Screening Events**
 - In partnership with the Graham Fulford Charitable Trust.
 - £14 tests for PSA (men 40+), diabetes, and cholesterol (men and women 18+).
 - Local event dates:
 - Southam Leisure Centre – Sat 12 July
 - Stratford Leisure Centre – Sat 13 September
 - Booking required via SDC website.
- **Community Safety**
 - Cllrs met with Police and Crime Commissioner re: ASB and thefts in Bishop's Itchington.
 - Commissioner noted presence of non-uniformed officers and small local police team.
 - Concerns to be raised with the Chief Constable.
- **CCTV Accreditation**
 - SDC CCTV scheme accredited to British Standard 7958 for the 18th year running.
 - System assessed against 120 criteria with no recommendations for improvement.
- **Community Climate Change Fund**
 - Round Three open with quarterly assessments.
 - No fixed deadline; applicants may wait up to three months for outcome.
 - Further info available on SDC website or via climate.emergency@stratford-dc.gov.uk.
- **Hospital Parking**
 - Motion submitted to Council on hospital parking issues at Warwick and Stratford.
 - Notes lack of transport options and existing parking difficulties.
 - Proposes multi-agency initiative to improve transport and access (e.g., dial-a-ride, app info, voluntary driver schemes, improved timetabling).

Warwickshire County Council (WCC) – Cllr Kettle advised:

- The May elections resulted in a shift in political balance, with Reform now the largest party.
- Policy direction from the new Cabinet remains limited.
- Significant changes are constrained by statutory obligations in adult and family social care (87% of the budget) and education.
- Discretionary areas include highways, fire and rescue, and economic support.
- **Leadership Update**
 - The Leader of WCC has stepped down on health grounds; Deputy Leader George Finch (aged 18) is currently Acting Leader until the full Council meeting in July.

- **Governance and Delegated Authority**
 - There has been media speculation regarding tensions between the Chief Executive and the interim leadership.
 - Councillors and minority parties cannot unilaterally alter officer-delegated powers; changes require full Council approval.
- **SEND Funding**
 - Government has extended the current SEND funding model and the Statutory Override to 2027/28.
 - Further reforms are expected via the Schools White Paper and Local Government Finance Settlement in November.
- **HS2**
 - Monitoring the impact of HS2's new management team on local issues.
- **Division Matters – Biffa Site**
 - Attended WCC Regulatory Committee for two Biffa IVC site planning applications.
 - Due to concerns raised (mirroring those of the Parish) regarding odour and flies, a decision has been deferred pending a site visit and further investigation.
- **Highways**
 - Richard Fenwick (formerly of Lincolnshire CC) has been appointed Director of Highways.
 - Ongoing discussions held with him regarding local infrastructure
 - Shail Chohan continues as Head of County Highways

Cllrs Horsman and Burns reported concerns regarding the quality of recent repair works on Chapel Street and Central Drive. Cllr Kettle requested that photos of the affected areas be sent to him so he can collate the evidence and report the issues accordingly.

Cllr Dugmore raised a query regarding the original purpose of the delegated highways budget, noting that it appears to be increasingly used to cover routine repairs that should be funded from the core highways budget. Cllr Kettle acknowledged the concern, agreeing that this has been a longstanding and frustrating issue which continues to be debated.

25/150 Declaration of Interest form

Cllr Burns form has been submitted to SDC. Cllr Dugmore and Lamont requested a form so they can update theirs. Clerk to action.

25/151 Speeding Concerns

Further to discussions at the previous meeting, Cllr Tressler agreed to take the lead in establishing a Community Speed Watch group, in response to ongoing concerns about speeding vehicles within the village, particularly along Gaydon Road and Knightcote Road.

The group's initial actions will include:

- Obtaining recent speed survey data collected within the village.
- Requesting data from the new housing development in the south of the village.

It was agreed that Cllr Tressler and Cllr Dugmore will review the data once received.

Cllr Kettle will liaise with Jo Edwards at Warwickshire County Council Highways to request additional monitoring outside the village boundary, where many of the reported speeding issues are perceived to occur.

Cllr Horsman reported that, following discussions with the Police and Crime Commissioner and the school, a proposal for a 20mph zone outside the school would likely be looked upon favourably.

However, Cllr Kettle noted his understanding that Warwickshire County Council does not currently commission 20mph zones anywhere in the county. He will raise the matter again with Highways to clarify the policy position.

It was also noted that several road signs around the village are damaged or missing, including the 60mph to 30mph transition signs at Knightcote. These require reinstatement, and Cllr Kettle will notify Highways accordingly.

25/152 Bench Inscription

The memorial bench in honour of long-standing Councillor Judith Christian-Carter is now in situ. Discussion took place regarding the wording to be engraved on the bench. Cllr N. Thomas will liaise with a close friend of Cllr Christian-Carter to gather input and will circulate a final proposed inscription for approval.

25/153 Signage

It was agreed that two versions of the proposed new village signage will be submitted to Highways for approval and a quotation. One version will feature generic wording, while the other will include more detailed information. Cllr Horsman stated that local businesses would be prepared to contribute to the costs IF their businesses are mentioned in the signage. All in agreement,

25/154 Community Centre

Cllr Horsman reported that the Community Centre currently has no functioning committee in place. Efforts to recruit new members during Carnival Day were unsuccessful, with limited interest shown. At present, only one individual remains on the committee (also the treasurer wishes to resign). As a result, consideration is being given to the keys being returned to the Parish Council, who may need to assume responsibility for the running of the centre.

It was agreed that all user groups should be contacted and informed of the situation. Each group will be asked to nominate a representative to join the committee. It should be made clear that without this support, the continued operation of the centre as a community facility is at risk. In addition, the option to use social media to appeal for volunteers will be explored. Cllr N Thomas will ask the current committee member for a list of the user groups to contact.

25/155 Neighbourhood Plan funding ceasing by the Government

SDC have informed Parish Councils that funding has now ceased to assist in the development of the plans. Although the Parish Council have a plan there is a need for it to be reviewed in the near future. It was noted that funding is no longer available.

25/156 Playing Field CCTV

Cllr N. Thomas proposed that the Parish Council consider the installation of CCTV in the playground, noting that the cost of such equipment has significantly decreased and a range of options are now available. One potential option may include equipment loan from the Rural Crime Team. Cllr Lamont will explore the most suitable options, including the possibility of extending CCTV coverage to the cemetery. It was noted that any installation must comply fully with GDPR and data protection regulations, and appropriate measures will need to be put in place to ensure ongoing compliance.

25/157 Cemetery Price Review

It was noted that the last review of cemetery fees took place in 2021. The Cemetery Manager has requested that this matter be revisited.

To enable a thorough and informed review, it was agreed that more detailed information is required. This should include:

- The current pricing structure
- Comparative data from other cemeteries
- Recommendations from the Cemetery Manager

Once this information is provided, the Council will be able to consider appropriate revisions to the fee structure.

25/158 Youth Shelter

Cllr N. Thomas proposed the installation of a new steel-structured youth shelter to provide a dedicated space for older children, helping to reduce their use of play equipment intended for younger children. The shelter could also serve as cover for spectators during football matches.

A cost estimate of £15,000 has been provided for delivery and installation.

Cllr Dugmore proposed that the Parish Council consult with residents, particularly local young people, to assess the level of need and likely usage. Cllr N. Thomas will prepare supporting materials, including photographs and cost details, and will launch a consultation via social media to invite comments and feedback from the community.

25/159 Informal Consultation Community Governance Review (Partial)

It was agreed the Parish Council wishes to register interest in receiving a partial governance review in the Autumn in preparation for the potential changes to Unitary authorities. Clerk to Action

25/160 Allotments

The allotments are a valued village asset, generating income and currently managed by the Poor Charity. Cllr Lamont recently met with Rev. Green to discuss a proposal for the Parish Council to become involved in the day-to-day management of the allotments, with oversight provided by the Parish Clerk.

At present, volunteers are assisting with the management. Cllr Lamont is working to introduce improved governance and structure. A proposed management committee would include Cllr Lamont, the Parish Clerk, and a volunteer representative.

All councillors agreed that this is a positive step forward. It was agreed that the landowner should be approached to discuss the proposal.

25/161 Finance:

- i. To receive bank reconciliation reports for June 2025
- ii. To receive monthly financial report for June
- iii. To approve accounts for payment 7 July 2025

It was **RESOLVED** to approve the accounts payable for 7 July 2025 (Appendix A). Proposed Cllr N Thomas, seconded Cllr Dugmore, all in favour.

It was agreed that Cllrs Dugmore and N Thomas would authorise the payments

- iv. To approve the regular monthly payments for the current financial year (2024/2025) as per 5.6 Financial Regulations 2019 for England:

It was **RESOLVED** to approve the regular monthly payments (listed below) for the current financial year (2025/2026) as per 5.6 Financial Regulations 2019 for England. Proposed Cllr Thomas, seconded Cllr Dugmore, all in favour

- a. Salaries
- b. Light Media – Website Hosting
- c. Purewater Window Cleaning – Bus Shelter Cleaning

- v. To receive and approve the Internal Audit Report 2024/25 – Chair read the report to the PC all recommendations discussed and accepted.

25/161 Portfolio Holders Update:

- **Playing fields** – J&L Asbestos will be removing the asbestos in the roof in the pavilion and will contact BI SA to gain access. New notice board installed, Memorial bench installed and removal of fence to is scheduled for September.
- **Cemetery** – Railing damage, asked cemetery manager if this needs repair/monitor or insurance claim. Painting of chapel – issue discussed at beginning of meeting.
- **Grass Cutting:** Thomas Fox issue has been resolved
- **Memorial Hall:** The AGM will be held on the 8 July.
- **Policing** – Several incidents of thefts in the village reported to the Police all resulting in a no further action – poor response. Suggestion to hold a clinic/forum with residents – the SNT engagement session planned for the 14 July between 2-3pm should be advertised to residents through social media to gain as much support as possible.

25/163 Reports and Questions:

- Cllr Dugmore advised has been contacted by a resident concerned over the parking outside the Co-op. To discuss this with the SNT at the engagement event via Cllr N Thomas.
- Cllr Dugmore raised the crossing point on Gaydon Road
- Cllr Burns reported the corrosion of a sign outside of The Greaves Club, which looks like it may fall. Cllr Kettle asked for a photo to be emailed so this can be reported to Highways.
- Cllr Lamont raised concerns regarding the maintenance of the hedge near the bus stop and the presence of litter in the area. Cllr Kettle advised that hedge cutting should take place after the nesting season, from September onwards. It was agreed that the resident of Church Cottage should be contacted with a request to carry out the necessary pruning at that time. Cllr Burns also reported that the hedge on Fisher Road, near The Greaves, requires cutting back.

Action: The Clerk to write to the relevant residents in September, requesting the hedge maintenance be carried out.

25/164 Exclusion of Public & Press:

A motion was passed for the Exclusion of Public and Press under Section 100A of Local Government Act 1972. (Proposed Cllr Kettle, seconded Cllr N Thomas, all in favour):

1. Recruitment of Clerk

It was **RESOLVED** to interview for the position of Clerk (2 applicants) on Thursday 17 July at 2.30pm and 3.30pm and the Interview panel will consist of Cllr Horsman, Cllr J Thomas and Emma Hooker.

25/165 Date of Next Meeting – Please note NO Meeting in August

The next ordinary meeting of the parish council will be held on 1 September at 7.30pm at the Community Centre, Ladbroke Road, Bishop's Itchington, CV47 2RN

Meeting closed at 21:55pm

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

APPENDIX A