

MINUTES OF MEETING

Name of Meeting	Ordinary Long Itchington Parish Council Meeting (LIPC)
Date, Time and Venue	Wednesday 5 th April 2017 at 7.30pm in Long Itchington Community Centre.
Meeting Chair	Cllr Ian Briggs – Chairman (IB)
Minute Taker	Mrs Helen Stewart (HS) - Clerk
Attendees	Cllr Linda Clark (LC), Cllr Barbara Atkins – Vice-Chair (BA), Cllr Richard Jackson (RJ), Cllr Jon Venn (JV), Cllr Sally Shillitoe (SS), Cllr Rosemary Reeve (RR), Cllr Wendy Charles (WC), Cllr Anne Fessi (AF), Cllr Dave Riches (DR), Cllr Bob Stevens (BS) and two members of the public.
Apologies	None

Items Raised during the Public Forum:-

- Dallas Burston

Agenda Number	Minute	Action	Date for Completion
1	Apologies There were no apologies given	No Action	
2	Declarations of Interest There were no Declarations of Interest.	No Action	
3	Minutes of the Meeting held on 1st March 2017. The minutes were accepted by LIPC and signed by IB as Chairman	No Action	
4.	Action from Minutes 4. IB continues to liaise with the Co-op to arrange the installation of a new litter bin. 4. Two Wel Medical Ipad AED (defibrillators) have been purchased, and two external cabinets. Bobby Quayum of the Ambulance Service has suggested three hot spots within the village to locate the AEDs. BA to liaise with property owners in the vicinity to house the AEDs. Liz to add the AED to the insurance. 8. No meeting date has been set yet with the Parochial Church Council to discuss the need for a burial ground but a channel of communication remains. 9. RJ reported that he will have some options for wither renovating or rebuilding the toilet block in Green End in the next few months. LC requested that there be disabled access and facilities included in the plans. 10. The storage shed for Green End will require planning permission so RJ is making the necessary arrangements for this. 12. The swings have been removed from Green End park as they were unsafe. HS continues to find a solution to getting them repaired. A note will go out on the email to explain their absence, a copy of which will be placed at the park entrance. 14d. The process to replace the identified street lights is on-going. 14f. Jamie Constable has given copies to the Parish Council of his insurance certification for running his fitness programme in Green End park.	IB BA & LB RJ RJ HS & BA	
5.	Report from County and District Councillors	No Action	

	<p>A verbal report from Cllr Bob Stevens of Warwickshire County Council included the following: -</p> <ul style="list-style-type: none"> - An update on the Summer opening hours at Stockton Recycling Centre - A new dog waste initiative has been shared by the Dog Warden of WCC. Details to follow. <p>A verbal report from Cllr Dave Riches of Stratford District Council included the following: -</p> <ul style="list-style-type: none"> - The Canal Quarter maybe developed to include luxury apartments - Potential planning application at the Water Margin, DR has advised the applicant to consult the Parish Council in advance of formal submission. 		
6.	<p>Police Items & Community Safety Items PC Jamie Cramp will be on duty at the Beer Festival. There is a volunteer staffing shortage therefore Long Itchington Speed Watch have been asked to only report their top twenty offenders each month to receive a written warning.</p>	No Action	
7	<p>HS2 IB & CP attended a meeting hosted by SDC on 8th March but were not availed of any new information. CP has secured a public meeting with Susan Bridges of HS2 in Long Itchington School Hall on 10th June 2017 at 10am. All welcome to attend.</p>	No Action	
8.	<p>Annual Parish Meeting Councillors reviewed the draft minutes produced of the 2017 APM and agreed they were accurate. It was noted that not all attendees had signed in. It was agreed that next year, the Chair would remind all members of the public to do so and there will be someone stationed at the signing table through-out the meeting. WC suggested that all Councillors should be introduced at the beginning of the meeting; this was agreed by all. Everyone enjoyed the power point presentations, although it was noted that the font size needs to be enlarged and printed handouts of the presentations could be offered afterwards to any members of the public who would like them. It was also agreed that the recent presentations should be shared on the website. In the future it was felt it would be prudent to have a method in place, which people can write down (anonymously if they wish) any matters they would like the Parish Council to address. I was also discussed that a key note speaker may encourage a higher attendance at the APM. The Communications Committee will focus on this feedback at their next meeting.</p>	JV, AF, SS & BA	03/05/2017
9.	<p>Reports for Information Communications There has not been a Communication Group meeting since the last meeting.</p>		
9b.	<p>Community Centre The Facilities Focus Group has had two meetings during which it was agreed that all booking, administration and accounting functions should be taken over by the Clerk on a trial period for six months starting on 1st May 2017. This decision was ratified by the Parish Council.</p>		
9c.	<p>Neighbourhood Planning Group</p>	No Action	

	The next step with the Neighbourhood Plan is to identify key issues and themes from the questionnaire data and engage professional help with this process. A brief discussion took place with Cllr Riches regarding the strength of the Core Strategy and Five Year Land Supply.		
9d.	Emergency Planning Emergency Plan and Flood Plan are under construction and the first drafts should be ready in the next two months. Feedback from Exercise Sahara was positive and JV continues to liaise with Michael Enderby of the Resilience Team. RR suggested the prospect of people bringing pets with them to a place of refuge in a real emergency would be likely. This will need to be considered for future events.	No Action	
9e.	Environment Issues Full report Received. There was a discussion about when the Copper Beech will be removed. CP is collating the suggestions from members of the public as to what they would like to see happen to the bowl of the tree.		
9f.	LILAC Project Leigh Crescent play area is likely to suffer an eight-week delay as further quotes need to be obtained to comply with the terms of the WREN grant. It was delegated to the LILAC team to produce a plan for the pavilion and toilets at Green End.		
9g.	Planning There is meeting of the planning committee set to review some of the current planning applications BA will liaise with David Wilson Homes to establish the date for the resurfacing of the car park.	No Action	
9h.	Licencing The Buck and Bell has been awarded its licence. There was brief discussion regarding the double parking taking place outside the venue.	No Action	
9i.	Housing Developments – Bloor Homes A keep in touch meeting is scheduled for next week with Jennifer Towers of Bloor Homes.		
9j.	HR Liz Bonney returns on the 1st May 2017 from maternity leave.	No Action	
9k.	War Memorial Cllr Reeves is holding an event at Newfields to raise money for the fund.	No Action	
9l.	Solar Farm BA is in contact with Louise Koehlman, Planner for Bascote Solar Farm but there were no new updates to report.		No Action
10a.	Finance A financial report for this month was received and accepted by LIPC. There was a discussion about introducing a credit card for Parish Council purchases but it was agreed not to action until Liz Bonney, has returned to work.		
10b.	Finance	HS / LB	03/05/2017

	A spreadsheet of payments was received. It was proposed all payments be ratified by BA, seconded by SS and carried unanimously. Clerk to make payments.		
11a.	Correspondence A footpaths report produced by Brian Smith was received with thanks.	No Action	
11b.	Several verbal comments have been made to the Parish Council regarding the land opposite the Co-op which has now been cleared all vegetation. BA was delegated to research possibility of planting trees on the boarder.	BA	03/052017
11c.	An invitation was received from the Canal & Riverside Trust to attend a meeting on 11th April but unfortunately there weren't any Councillors available to attend. The Neighbourhood Planning will contact the C&R Trust to arrange a separate meeting.	SS & JV	03/05/2017
11d.	HS has received two phone calls from Alan Bloxham regarding the grass cutting. HS to liaise with LB.	HS	03/05/2017
12.	Any Other Business RJ noted that number of residents are self-employed and work from home, he asked Cllr Riches for more information about Venture House. LC shared for the information that she was liaising with Patch Burn from WCC regarding the state of the pavements on Stockton Lane and Wulftan Drive.		
16.	Next Meeting. The next public meeting is scheduled for 3rd May 2017 at 7.30pm in the Community Centre.		

Meeting Closed at 9.25pm