

## MINUTES OF MEETING

<b>Name of Meeting</b>	Ordinary Long Itchington Parish Council Meeting (LIPC)
<b>Date, Time and Venue</b>	Wednesday 5th July 2017 at 7.30pm in Long Itchington Community Centre.
<b>Meeting Chair</b>	Cllr Barbara Atkins – Chairman (BA)
<b>Minute Taker</b>	Mrs Helen Stewart (HS) - Clerk
<b>Attendees</b>	Cllr Linda Clark (LC), Cllr Ian Briggs (IB), Cllr Jon Venn (JV), Cllr Sally Shillitoe (SS), Cllr Wendy Charles (WC), Cllr Rosie Reeves (RR), Cllr Anne Fessi (AF), Cllr Bob Stevens (BS).
<b>Apologies</b>	Cllr Richard Jackson (RJ) & Cllr Dave Riches (DR)

### Items Raised during the Public Forum: -

There were no items raised.

Agenda Number	Minute	Action	Date for Completion
1.	<b>Apologies</b> Cllr Richard Jackson and Cllr Dave Riches	No Action	
2.	<b>Declarations of Interest</b> There were no Declarations of Interest.	No Action	
3.	<b>Minutes of the Meeting held on 7th June 2017.</b> The minutes were accepted by LIPC and signed by BA as Chairman	No Action	
4.	<b>Action from Minutes</b> 5. SS has contacted the Canal & River Trust to arrange a meeting with the neighbourhood planning group but has not had a response. 6. Cllr Stevens will try to establish when the Pelican crossing will be installed. WC and HS to look into road signage and contacting local companies who vehicle travels through the village. 11. IB continues to liaise with Ian Fletching regarding the remains of the copper beech tree with a view to providing a quote for drying it out in a kiln. 12. IT was agreed to delegate the purchase and installation of a noticeboard at Spinney Fields to BA (in conjunction with the clerk), this includes the ordering of new headers for other noticeboards.	No Action  HS  IB  BA	   06/09/2017  06/09/2017  06/09/2017
5.	<b>Report from County and District Councillors</b> A verbal report from Cllr Bob Stevens of Warwickshire County Council included the following: - <ul style="list-style-type: none"> <li>- £5K Communities' Grant opens at end of July</li> <li>- HS2 – grants meeting takes place on 6th July (BA will be attending)</li> <li>- The next Community Forum is taking place in September. HS2 and the Police Commissioner will be in attendance.</li> <li>- There is public consultation going out regarding the closure of the children's centres within the locality. The Clerk to share this on the website.</li> </ul>	HS/LB	11/08/2017
6.	<b>Police and Community Safety Items</b> The damage to the playground and pavilion at Green End had been reported the Police. Residents are encouraged to call 101 if		

	they see any suspicious or anti-social behaviour in the area. BA to reiterate this message in the Diary. The mobile speed van is in short supply but it will attend Long Itchington in the future, in the meantime the Community Speed Watch Team still continue to capture data.		
7.	<b>AED</b> There are now two AEDs live and functional within Long Itchington, one is located at Leigh Crescent and the other on the wall of the Harvester pub. It was agreed a host a First Aid Course with an AED demonstration for a minimum of 12 people. BA to advertise in the Diary and the website.		
8.	<b>Proposed Built Up Area Boundaries Consultation</b> It was highlighted that Allen Ford and the Water Margin had been omitted from the document despite both businesses providing employment. The matter was delegated to the NP group who will request a meeting with John Careford of SDC.	NP Group	31/08/2017
9.	<b>Terms of Reference</b> It was agreed that the sub-group leads need to meet to discuss more fully the Terms of Reference for each group. BA to suggest some dates for this meeting.	BA	06/09/2017
10.	<b>Community Recognition Awards</b> LICP need to suggest names to be considered for awards. This will be discussed in further detail at the Terms of Reference meeting.	No Action	
11.	<b>Neighbourhood Planning</b> A public meeting to share the results of the questionnaire will be held on 26th July 2017. Invitations and posters to be shared by the clerk and SS. The next Neighbourhood Planning Sub-Group meeting is scheduled for 27th July. There was a discussion regarding the proposal from the Diocese to sell land within Long Itchington. The Parish Council whole heartedly support the Parochial Church Council in its efforts to deter The Coventry Diocese from selling glebe land in the parish for development. SS and RJ will a meeting regarding this matter on 6th July and report back at the next LIPC meeting.	SS & RJ	06/07/2017
	<b>Reports for Information</b>		
12a.	<b>Communications Group</b> There has not been a Communications meeting in the last 30 days.	No Action	
12b.	<b>Community Centre</b> Cllr Clark raised concerns regarding the details of the Community Centre lease relating to the lettings agents. It was agreed that the next review meeting should focus on:- <ul style="list-style-type: none"> <li>• The new process of lettings</li> <li>• Any potential issues with the new lettings arrangement in relation to lease agreement.</li> </ul> BA to establish a date for this meeting to take place.	BA	31/08/2017
13c.	<b>Emergency Planning</b> JV attended a Flood Forum last week at which useful ideas were shared. It was agreed to establish a Long Itchington Flood Forum. JV to schedule a public meeting.	JV	06/09/2017

13d.	<b>Environment Working Party</b> A joint meeting with LILAC and the Environment Working Party has taken place to establish terms of engagement. More details of this will be confirmed at the Terms of Reference meeting. WC to begin arrangements for a tidy up day in the Spring – possibly engaging ‘Street Champions’.	WC	06/09/2017
13e.	<b>LILAC</b> Report received and accepted. It was agreed that the project to renovate the toilet block will pass from LILAC to LIPC. IB proposed a public meeting at the Green Man Pub to engage a broader section of the community in the project. It was agreed that LILAC should obtain quotes for CCTV signs and cameras at Green End. There was a discussion about an alcohol ban in that area but it was felt that enforcing it would be out of the jurisdiction of the Parish Council.	RJ	06/09/2017
13f.	<b>Planning – No concerns.</b>		
13g.	<b>Bloor Homes Development</b> Stonewater have taken on the affordable housing for this development.		
13h.	<b>Spinney Fields</b> The developers are asking to increase the number of four bed houses by two more. LIPC felt the original plan should be adhered to as green space is a priority. The matter was delegated to BA for further negotiations (keeping her colleagues informed via email.)	BA	06/09/2017
13i.	<b>Cemex Site</b> WC and BA will attend a meeting with the developers in the near future.	BA & WC	06/09/2017
13j.	<b>HR</b> Following a proposal from JV which was seconded by BA, it was agreed unanimously to make appropriate changes to the clerk’s pay scale.	No Action	
13k.	<b>War Memorial</b> Mock-up of proposed memorial has been displayed – put pictures on website	IB / AF	06/09/2017
13l.	<b>HS2</b> A public meeting will be hosted by LIPC on 16th September including a Q&A session.	No Action	06/09/2017
14a	<b>Finance</b> There was no financial report available	No Action	
14b	The acceptance of payments list for July was proposed by JV, seconded by SS and carried unanimously.	No Action	
14c	It was agreed to sign on for a three-month trial with WCC legal services. This is a pay as you go for adhoc legal advice. LB and RJ to clarify terms and understand what legal services (if any) are available to LIPC from WALC.	LB & RJ	06/09/2017
15.	<b>Correspondence</b> <ul style="list-style-type: none"> <li>• Julia Davey – concerns relating to Marton Rd Campsite. This matter has been forwarded to SDC.</li> <li>• Paul Wright – It was agreed that the schedule of pitch usage as detailed by LB was satisfactory. LB to liaise further with Paul Wright.</li> <li>• Keith Turncliffe –Noticeboard. Communications Group (AF) to reply</li> </ul>	No Action  LB  AF	  14/07/2017  14/07/2017

	<ul style="list-style-type: none"> <li>Keith Turnecliff – thank you for the grant money for the scouts.</li> <li>Keith Turnecliff – antisocial behaviour on Green End. JV to reply.</li> </ul>	No Action JV	14/07/2017
16.	<b>Any Other Business</b> No other business for action or information.		
17.	<b>Next Meeting.</b> The next public meeting is scheduled for 6th September at 7.30pm in the Community Centre.		

**Meeting Closed at 9.40pm**