

MINUTES OF MEETING

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| Name of Meeting | Ordinary Long Itchington Parish Council Meeting (LIPC) |
| Date, Time and Venue | Wednesday 7 th September 2016 at 7.30pm in LI Community Centre. |
| Meeting Chair | Cllr Ian Briggs – Chairman (IB) |
| Minute Taker | Mrs Helen Stewart (HS) - Relief Clerk |
| Attendees | Cllr Rosemary Reeve (RR), Cllr Linda Clark (LC), Cllr Wendy Charles (WC), Cllr Barbara Atkins – Vice-Chair (BA), Cllr Richard Jackson (RJ), Cllr Dave Riches (DR), and two representatives of the Wulfsan Dynamos. No members of the public were present. |
| Apologies | Cllr Jon Venn (JV), Cllr Sally Shillitoe (SS), Cllr Anne Fessi (AF), Cllr Robert Stevens (RS). |

Items Raised during the Public Forum:- (2.0)

Mr Warren Shepherd shared with LIPC the achievements of the young footballing team, The Wulfsan Dynamos, who finished last season second in the league. It was agreed that the terms of the contract between the Dynamos and LIPC for the use for the use of the football pitch will be the same as last year.

Mr Warren Shepherd has offered the services of his football team members to assist with any community projects that LIPC need hands on help with.

Mr Warren Shepherd will email the match fixtures table to Barbara Atkins so these can be shared locally.

| Agenda Number | Minute | Action | Date for Completion |
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| 1.0 | Apologies Apologies were received and accepted from JV, SS, AF and RS. | No Action | |
| 3.0 | Declarations of Interest There were no Declarations of Interest. | No Action | |
| 4.0 | Minutes of the Meeting held on 6th July 2016. The minutes were received by the Parish Council and signed as a true and accurate record by Cllr Ian Briggs. | No Action | |
| 5.0 | Police/Neighbourhood Watch Items WC spoke firstly on the subject of Speed Watch. The next meeting of this group takes place on 15 th September 2016 in The Duck on the Pond. The Speed Watch Group have reported approximately 600 vehicles so far to police this year. WC hopes to improve communications within the Speed Watch Team when some new members have completed their training, and a more regular schedule can be implemented. WC asked if another member of LIPC could attend the Community Forum to represent the Speed Watch Team as she is unavailable to attend. IB agreed to attend on 21 st September. Regarding Neighbourhood Watch, WC will send BA an article for the LI Diary with some safety advice since a residential burglary occurred recently. | IB WC & BA | 10/09/2016 |
| 6.1 | Report from County Councillor Stevens There was no report available from the County | No Action | |
| 6.2 | | | |

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| | <p>Report from District Councillor Riches Cllr Dave Riches spoke firstly regarding the District Core Strategy, which has now been adopted without receipt of any legal challenge within the designated period. He recommended that LIPC purchase the comprehensive printed folder of the Core Strategy. HS to contact John Careford to arrange purchase. DR informed LIPC that District are trying to fast track a policy through Parliament to tackle the legal loop hole regarding the building of unadoptable roads, which some developers have been exploiting. DR has visited Dallas Burston Polo Club as the appointed Councillor for Enterprise and Revenue. The Club has been granted permission for a hotel. The Club have number of event taking place, some of which involve fireworks. DR concluded by sharing a new telephone number for electricity problems – 105. BA to add into the LI Diary.</p> | HS | 16/09/2016 |
| | <p>DR has visited Dallas Burston Polo Club as the appointed Councillor for Enterprise and Revenue. The Club has been granted permission for a hotel. The Club have number of event taking place, some of which involve fireworks. DR concluded by sharing a new telephone number for electricity problems – 105. BA to add into the LI Diary.</p> | BA | 10/09/2016 |
| 7.1 | <p>Communications LIPC reviewed the Communications Policy, and with two agreed amendments the documents will be signed. HS to amend and ALL LIPC Councillors to visit the office to sign the document.</p> | HS, IB, BA, SS, WC, AF, LC, RR and JV | 16/09/2016 |
| 7.2 | <p>Community Centre LC shared the following information relating to the Community Centre: -</p> <ul style="list-style-type: none"> • Film Night scheduled on 16th September • Quiz night will hopefully take place in November • The next Community Centre Management Committee Meeting will go ahead on 28th September. | No Action | |
| 7.3 | <p>Emergency Planning Following a meeting with Resilience Officer, Michael Enderby to consider the Flood Procedure a further meeting will be set up between IB and RR. An Emergency Planning Committee meeting also requires scheduling.</p> | IB & RR | 04/10/2016 |
| 7.3.1 | <p>Environment Issues RJ reported he has received several quotes from companies for the resurfacing of the Village Hall Car Park. LIPC agreed to delegate that decision and engage one of the companies to RJ. The street lighting map is underway and ongoing project. LIPC agreed that the pontoon on the pond will be refurbishment for approximately £500 by John Davis.</p> | RJ | 04/10/2016 |
| 7.4 | <p>Finance LIPC reviewed, discussed and agreed the payment list for September. BA to make these payments in the absence of the Responsible Finance Officer. HeartStart have offered to sign over their funds to LIPC on the condition that three AEDs are purchased. LIPC discussed and agreed to accept the offer and top up the funds to complete the purchases. The location of the AEDs need to be agreed at another meeting.</p> | BA | 10/09/2016 |
| 7.4.1 | <p>Savings and Current Accounts BA proposed that all Councillors who no longer sit on LIPC should be removed from the signatory list and it should remain as maximum of 5 authorised councillor signatories. It was agreed to</p> | BA | 04/10/2016 |

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| | add the Clerk as a signatory. It was agreed that the following should be removed from the list of signatories: Rosie Reeve, Adrian McNally, Russell Wheatley, Frankie Heales. This was unanimously agreed. BA to action this. | | |
| 7.4.2 | Monthly Financial Report RJ presented the Monthly Finance Report, which was created on excel as SCRIBE is still unavailable. LIPC thanked him for the report and accepted it. | | |
| 7.5 | LILAC Project RJ is leading a grant application for WREN for £43,906.00 to install new playground equipment in Leigh Crescent. Should the application be successful, LIPC will need to add in 10.75% of the funding a figure of approximately £4719.90. LIPC voted and agreed to this action. The Wetland feature was planted in July 2016. A grant has been secured for the Memorial Garden and plans have been drawn up (shared by RJ). These plans will come to fruition by April 2017. BA to include this information in LI Diary. RR reported that the tractor has not yet been returned to the playground as it is still waiting to be renovated. | BA | 09/09/2016 |
| 7.6 | Planning – Monthly Report A letter with plans were received by LIPC for the proposed installation of a Radio Base Station for vodaphone on Hill Top Farm land. The LIPC discussed and considered the plans. It has not received any written objections from the community, and therefore have no objections to make at this time. HS to correspond with Clarke-Telecoms. | HS | 10/09/2016 |
| 7.6.1 | Neighbourhood Planning BA is making good progress with the surveys but still needs more volunteers to deliver them. | No Action | |
| 7.6.2 | Enforcement Matters Nothing to report | No Action | |
| 7.6.3 | Housing Development / Solar Update It is believed that some of the people who have purchased homes on Spinney Fields may move in by November but concern was raised that the promised pedestrian crossing might not be installed in time. It was suggested that we approach WCC/SDC to ascertain the status of the crossing. LIPC has accepted its invitation to the official opening of the David Wilson Homes Housing Development, Spinney Fields. Mr Ian Stillwell has contacted to the LIPC to shared his dismay in the Bascote Solar Farm being granted planning permission. LIPC will monitor and try to lobby for more stringent conditions. A meeting of the “task & finish group will be convened The planning committee continue to liaise with Jennifer Towers of Bloor Homes regarding the Marton Road Farm Housing Development. | BA/DR BA | |
| 7.6.4 | Planning Rota The identified members of the Planning Committee for this month are Cllrs Clark, Shillitoe and Venn. | No Action | |
| 8. | War Memorial The War Memorial Group had a meeting on 8 th July 2016 and the fund raising is going well. LIPC will need to consider at a future | No Action | |

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| | meeting the siting of the memorial on the green area outside Beech Croft. | | |
| 9. | HR Matters LIPC were updated on some Human Resources matters. The HR committee will arrange a further meeting to discuss all the employee's contracts. | RJ, HS, BA & JV | 04/10/2016 |
| 10. | Meetings attended/forthcoming meetings A meeting recently took place at LI Community Centre with LIPC representatives and parliamentary representatives to discuss HS2. The notes of this meeting will be made public when they are shared with LIPC. | No Action | |
| 11. | Any Other Business <ul style="list-style-type: none"> • Clerk was tasked to book JV on WALC pensions training course. • RR queried if the water problem at Bascote Hill has been reported. It was noted that work there was on-going. • Police Newsletter Received • Copy of letter to Philip Claydon from Mr John Shankman received, for information only. | HS | 09/09/2016 |