

MINUTES OF MEETING

Name of Meeting	Ordinary Long Itchington Parish Council Meeting (LIPC)
Date, Time and Venue	Wednesday 7th February 2018 at 7.30pm in Long Itchington Community Centre
Meeting Chair	Cllr Barbara Atkins – Chairman (BA)
Minute Taker	Mrs Helen Stewart (HS)
Attendees	Cllr Jon Venn (JV), Cllr Richard Jackson (RJ), Cllr Anne Fessi (AF), Cllr Linda Clark (LC), Cllr Sally Shillitoe (SS), Cllr Bob Steven (BS), Cllr Ian Briggs (IB) Cllr Dave Riches (DR) Mrs Liz Bonney (LB)
Apologies	Cllr Wendy Charles (WC) & Cllr Rosie Reeves (RR)

Items Raised during the Public Forum: -

There were no items raised.

Agenda Number	Minute	Action	Date for Completion
1.	Apologies Cllr Wendy Charles & Cllr Rosie Reeves	No Action	
2.	Declarations of Interest Cllr Ian Briggs declared an interest in item 7, specifically the company 'Acivico'.	No Action	
3.	Minutes of the Meeting held on 10th January 2018 The minutes were accepted by LIPC and signed by BA as Chairman	No Action	
4.	Action from Minutes a) <u>Community Recognition Awards</u> It was agreed that the details of this matter will be confirmed at a closed meeting on 21st February at 6.45pm at Thorn Villa. All councillors to send their thoughts regarding this matter in advance of meeting to BA or the clerks. b) <u>Model Village Playground Equipment</u> An agreement between the Scouts and Cemex to lease the land between the two parties is in place. The Parish Council have been invited to sub-lease the land from the Scouts in order to install the playground equipment and have it covered by the Parish insurance. BA to seek legal advice on the matter. c) <u>Academisation of LI Primary</u> See appendix A – BA to take legal advice on this matter.	All Councillors BA BA	21/02/2018 07/03/2018 07/03/2018
5.	Report from County and District Councillors Cllr Dave Riches (SDC) submitted a report with the following headings:- <ul style="list-style-type: none"> • Economic Assessment by SDC. £300 million brought in by tourism. A lot of revenue brought in by JLH. • Long Marston Airfield – awarded £13.4 million housing infrastructure grant. • SDC <u>no longer has</u> a dog warden in post but does have an Environment Officer who will be charged with matters such as vicious dogs etc. He will liaise with the police and Parish Councils. • High speed broadband in the outer proximities of Long Itchington is not going to happen. DR will propose to cabinet on Monday that £60,000 will be made available to 		

	<p>facilitate a wireless connection for these and other rural areas.</p> <p>Cllr Bob Stevens (WCC) submitted a full written report which is attached to these minutes. Appendix B.</p>		
6.	<p>Police and Community Safety Items</p> <p>a. Quote for CCTV in Green End is still pending – BA to contact Matt at MCI Electrics to discuss the project.</p> <p>b. The current Neighbourhood Watch co-ordinators are looking to stand down. Please consider if you know anyone who might be willing to take up the post.</p>	<p>BA</p> <p>All Councillors</p>	<p>07/03/2018</p> <p>07/03/2018</p>
7.	<p>Toilets Green End</p> <p>A layout sketch has been provided by Acivico and further information from Danfo. RJ will share all information with Parish Councillors on email.</p> <p>There was a discussion on how many toilet cubicles will be needed but no firm decision was taken.</p> <p>RJ proposed that LIPC apply to HS2 for a £75,000 grant for the toilet refurbishment, which was seconded by IB and carried unanimously.</p>	RJ	07/03/2018
8.	<p>Pavilion Green End</p> <p>BA, LB and JV met with a representative of the adults' LI football team to address some matters of concern regarding the condition of the pavilion after matches. A satisfactory agreement was reached, and the team will resume games at Green End. BA & JV will arrange a further meeting between all teams.</p>	BA & JV	07/03/2018
9.	<p>Succession Planning for the Parish Council</p> <p>This item was not discussed but it will be addresses at another public meeting in the near future.</p>	HS	07/03/2018
10.	<p>Cemex Site</p> <p>It was agreed that LIPC doesn't want to adopt the water attenuation feature on the Cemex Site Development, subject to an email to SonADC planners to ascertain the requirements on the developers regarding water and drainage issues (including why the provider is not Severn Trent).</p>	BA	07/03/2018
11.	<p>Grass Cutting</p> <p>The EWP considered all six tenders for the cutting of the grass verges and open spaces in Long Itchington and concluded that Michael Mann should be offered the contract. The decision was ratified unanimously by the Parish Council.</p>		
12a.	<p>Playgrounds</p> <p>WALC are considering offering playground inspection training to Parish Councils so they can be more responsible and proactive in the maintenance and risk management associated with their play equipment. WALC have asked for Parish Councils who have old and new playgrounds within their village, and a meeting room within proximity to use, to act as a venue for the training. It was agreed that LIPC would be willing to offer its facilities for such an event.</p>	No Action	
12b.	<p>Playgrounds</p> <p>BA proposed that a working party should be set up to oversee all playgrounds, and that members of the public should be invited to join. It was agreed that this is a good idea, and IB suggested that parents at Bizzy Tots be invited to join this group. To be considered more fully when the Parish Council reviews its</p>	On Going	

	committee memberships.		
12c.	Playgrounds SDC has invited LIPC to adopt the freehold for the Leigh Crescent play area. There was some discussion regarding this matter, overall the Parish Council were in favour of adopting the freehold, but BA will seek legal advice to support this decision.	BA	07/03/2018
13a	Finance The payments list for January was ratified unanimously following a proposal from RJ, seconded by SS.		
13b.	Finance RJ talked through the financial report. SS proposed, seconded AF and carried unanimously that the list of items will be worked through by the Clerks to address starting with the Short Lane play area.	HS/LB	On going
13c.	Finance Councillors reviewed a spreadsheet of 106 monies which LIPC is entitled to claim, however we must submit detailed quotes with proposals to SDC for approval. Discussion ensued regarding what the money might be spent on. RJ will share a more comprehensive spreadsheet for councillors to consider further and BA will contact Helen Smith to query the timeframe that the 106 monies must be claimed and used by.	RJ & BA	07/03/2018
	Reports for Information		
14a.	Communications Group Report was received and accepted. The complaints process will soon be ready for adoption. The restructuring of Parish Council committees will be looked at by BA, JV and RJ. WhatsApp has been used for emergency planning and groups should be set up for all sub-groups A review of the Standing Orders needs to take place with the Clerks	No Action Clerks	
14b.	Community Centre The report was received and accepted. A customer satisfaction form has been produced. The proposed academisation may provide an opportunity to update the lease. Hoping to receive some money from the development at the Cemex Site.	No Action	
14c.	Emergency Planning The report was received and accepted. JV to link with MC-S (Green Man) to arrange for a further Flood Pump Test	JV	07/03/2018
14d.	Neighbourhood Planning Group A template has been created by the consultant. The last meeting was held in the Community Centre on 11 th January 2018. Second drafts of a housing policy have been prepared and will be looked at by Avon Planning services before being ratified by the public. This process has highlighted that there is deprivation within the village.	No Action	
14e.	Environment Working Party Minutes received from the last committee meeting. Street lighting – clerk to continue to manage the matter.	LB/HS	On Going

	Potholes have been reported to WCC. LB/HS to review the asset register.		
14f.	LILAC Leigh Crescent play area will have a formal opening in Spring. Asset register to be reviewed by clerks.	LB	07/03/2018
14g.	Planning Planning application for War Memorial is now with SDC and fully supported by the Parish Council. 14 th February is the deadline for comments.	JV & BA	09/02/2018
14h.	Bloor Homes Development Meeting scheduled for next week.	No Action	
14i.	David Wilson Homes The car park will be installed by Easter as within the deadline. The names of the roads at Keeper's Meadow will have a canal theme. There was a breach of the perimeter onto school site which has been addressed by Mrs King directly with DWH.	BA	07/02/2018
14j.	HR No issues	No Action	
14k.	War Memorial JV to arrange to advise properties near to the site of the War Memorial that the planning application has been submitted and the deadline for comments is 14/02/18	JV	09/02/2018
14l.	HS2 There has been no new information received that requires Parish Council action at this time.	No Action	
15a.	Correspondence <u>Residents Association</u> A new resident of Spinney Fields is interested in forming or joining a residents' association.	No Action	
15b.	<u>Dedication of a bench at the Pond</u> A resident is requesting the installation of a bench in memory of her late husband. The Parish Council is not looking to add more benches around the pond. BA to speak to resident.	BA	07/03/2018
16.	Meetings BA will attend the CEMEX liaison meeting on 12th February. A report was received from IB and WC on following their meeting with Nikki at Bizzy Tots regarding future improvements to Green End Playground. IB will attend the Community Forum on 14th March. No one will attend the WALC Annual Briefing Day on 3rd March RJ will attend the SDC Development within the Greenbelt meeting on 1st March BA will attend the SDC Site Allocations meeting on 15th February.		
17.	Any Other Business		
18.	Next Meeting. 7th March 2018.	No Action	

Meeting Closed at 9.34pm.