

MINUTES OF MEETING

Name of Meeting	Ordinary Long Itchington Parish Council Meeting (LIPC)
Date, Time and Venue	Wednesday 4th October 2017 at 7.30pm in Long Itchington Community Centre.
Meeting Chair	Cllr Barbara Atkins – Chairman (BA)
Minute Taker	Cllr Sally Shillitoe (SS)
Attendees	Cllr Jon Venn (JV), Cllr Wendy Charles (WC), Cllr Rosie Reeves (RR), Cllr Richard Jackson (RJ), Cllr Anne Fessi (AF), Cllr Linda Clark (LC), Cllr Sally Shillitoe (SS) and Cllr Bob Steven (BS)
Apologies	Cllr Ian Briggs (IB), Mrs Helen Stewart (HS), Mrs Liz Bonney (LB), Cllr Dave Riches (DR).

Items Raised during the Public Forum: -

There were no items raised.

Agenda Number	Minute	Action	Date for Completion
1.	Apologies Cllr Bob Stevens (BS) & Cllr Linda Clark (LC), Cllr Sally Shillitoe (SS) & Cllr Dave Riches (DR)	No Action	
2.	Declarations of Interest There were no Declarations of Interest.	No Action	
3.	Minutes of the Meeting held on 6th September 2017. The minutes were accepted by LIPC and signed by BA as Chairman	No Action	
4.	Action from Minutes a) Pelican Crossing on Southam Road. Going through system at WCC according to Cllr Stevens who will check. Speed warning signs to wait until roadworks are finished. b) Beech tree. Now stored at Cllr Reeve's under a tarpaulin. A committee of four (Sue Jack, Ian Fletcher, Ian Briggs & Christopher Purser) which will report back to the EWP are exploring what to do with the bole. Fund-raising may be required. c) Glebe Land. No information on the sale of Glebe Land in other parishes from other Parish clerks. Cllr Stevens suggested approaching Peter Endell at WCC. d) First Aid/Defibrillator Course. No response from note in the Village Diary, but oversubscribed via email list. 12 are doing the course on 12 th October, others will be sharing a course with Princethorpe residents. e) Football teams. BA has emailed Paul Wright about his request for a contract. LB/HS need to sort the fixtures list. f) Memorial Garden. Needs to be publicised – insert in diary/posters/welcome pack etc g) Community Recognition Awards. Article to go in November's diary. Nominations from the community by January. Awards to go out in April. There was discussion about how to select the "winners". Agreed that there may well be more than one in each category. AF agreed to clarify the process. h) Welfare Unit on Village Hall Car Park. WCC say they lease the land to us so not prepared to pay compensation.	BS EWP No Action No Action No Action Comms Group AF BA	01/11/2017 01/11/2017 01/11/2017 01/11/2017 01/11/2017
5.	Report from County and District Councillors Cllr Bob Stevens issued a full written report, which included:-	No Action	

	The need to mobilise residents to respond to the consultation about school transport. Also need to feedback to Highways about traffic issues along the route – frequent numerous comments needed.	BA	
6.	Police and Community Safety Items Discussion took place about concerns from residents about anti-social behaviour – need to remind people that they must report incidents to 101 so that the Police can build up a picture of what is happening. CCTV quote still pending.	WC & RJ	01/11/2017
7.	Grant. It was agreed a total of £1500 should be made available for Community Grants this financial year. Remind organisations to apply. Deadline 27/10/17	No Action	
8.	Toilets Green End Quotations for refurbishment or replacement of the toilet block are still pending. Volunteer engineer is willing to support the project following request for help in the Village Diary. Portaloo lease has been renewed for a month.	RJ	01/11/2017
9.	Terms of Reference The Terms of Reference were agreed and accepted for all committees except for CCMC and EWP which will be discussed at their next meetings. Cllr Jackson explained new template for sub-group/committee reports.	EWP & CCMC	01/11/2017
10.	Parish Council Numbers Increasing the number of councillors is a long and involved process involving ratio of councillors to the population. It was agreed that as there is currently no interest from members of the public to join the Parish Council, it would not be considering this now. It was agreed to review it around the next election in May 2019.	No Action	
11.	Clerk's Office Clerks have a proposed some amendments to the office, including a new desk and filing cabinet in order to improve efficiency. Stuart Sheasby will have sorted out the PC computer. Cllrs to assist where needed, week for starting this process will be 16th October 2017.	LB & HS	16/10/2017
	Reports for Information		
12a.	Communications Group	No Action	
12b.	Community Centre	No Action	
12c.	Emergency Planning Cllr Venn updated the Parish Council about the Flood Forum meeting held on Monday 2nd October.	No Action	
12d.	Neighbourhood Planning Group Cllr Shillitoe said there had been no response from Avon Planning about a revised meeting date.	No Action	
12e.	Environment Working Party Issue of Rowan Tree was raised. After discussion it was unanimously agreed that it would not be removed but restricted in growth. Situation to be reviewed annually. Both parties to be informed of the decision.	No Action	
12f.	LILAC	No Action	

	Model Village Play Area – costings for the surface to be obtained. Need to explore possibility of Parish Council leasing the land from CEMEX		
12g.	Planning Clerks to forward emailed planning decisions to Cllrs on Planning Group	No Action	
12h.	Bloor Homes Development Show home opens on Saturday 14th October 2017.	No Action	
12i.	Spinney Fields Notice Board will go up on Spinney Fields' development. Planning for two more 4 bed homes has been refused. Welcome Pack folders – Cllrs Atkins and Shillitoe meeting printers on Thursday 5 th October.	BA	
12j.	Cemex Site Housing mix for Cemex site still being decided. Footpath issue – Cllr Stevens will see if he can help. Car Park – Cllr Stevens will chase at WCC. Cllr Atkins to chase 106 monies.	BA	
12k.	HR No issues	No Action	
12l.	War Memorial A small group has been formed to oversee the construction. Fundraising is going well.	No Action	
12m.	HS2 Public Meeting Saturday 21 st October 2.30pm at the Community Centre. PC to form small sub-group to mitigate the effects of HS2 construction. BA, JV, IB, CRP	No Action	
13a	Finance Payments accepted (proposed Cllr Clark, seconded Cllr Shillitoe, agreed unanimously). Cllr Jackson talked through the mid-term financial review and gave an update on the Neighbourhood Plan budget. Grants have been applied for but it is important that all Cllrs are aware that we may need to find additional funds.	No Action	
14.	Correspondence A few Community Grant applications have been received, plus a request for information about HS2 from Ufton PC.	Clerks / BA	
15.	Any Other Business None	No Action	
16.	Next Meeting. The next public meeting is scheduled for 1st November at 7.30pm in the Community Centre. It was agreed not to hold public meeting in December, and to move the January meeting back by one week to 10th January 2018.		

Meeting Closed at 9.15pm.