

## Minutes

<b>Name of Meeting</b>	Ordinary Long Itchington Parish Council Meeting
<b>Date, Time and Venue</b>	Wednesday 4th July 2018 at 7.30pm in Long Itchington Community Centre
<b>Meeting Chair</b>	Cllr Barbara Atkins (Chairman - BA)
<b>Minute Taker</b>	Mrs Elizabeth Bonney (Clerk - LB)
<b>Attendees</b>	Cllr Ian Briggs (IB), Cllr Linda Clark (LC), Cllr Richard Jackson (RJ), Cllr Jon Venn (JV), Cllr Anne Fessi (AF), Cllr Dave Riches (DR) and Cllr Bob Stevens (BS).
<b>Apologies</b>	Cllr Louis Adam (LA) Cllr Sally Shillitoe

### Public Forum:

- Delaware
- Water Margin

Agenda Number	Minute	Action	Date for Completion
1.	<b>Apologies</b> Cllr Louis Adams, Cllr Sally Shillitoe	No Action	
2.	<b>Declarations of Interests</b> There were no declarations.	No Action	
3.	<b>Minutes of previous Parish Council Meeting</b> The minutes dated 6th June 2018 were signed as a true and accurate account of the meeting.	No Action	
4.	<p><b>Actions from previous meeting minutes</b></p> <p><b>a. Football Club</b> The junior football team (Wulfstan Juniors) have disbanded so will no longer require the hire of the pitch and will no longer be in a position to mark the white lines. Warren felt the relationship with the P.C staff had been very good Rugby FC and Long Itchington Seniors have both expressed an interest to renew their contracts for next season. Meetings with both teams have been requested but no firm date has been agreed yet.</p> <p><b>Green End Toilet Refurbishment</b> Invitation to tender letters have been sent to five companies with a full specification. All bids to be submitted by 30<sup>th</sup> July. Diary article asking for volunteers to join the group overseeing Green End playground refurbishment</p> <p><b>b. Sewage &amp; Flooding problems</b> Update:- regular power flushing is taking place along Stockton Road but causing some issues with soil being washed out.</p> <p><b>c. Street Lighting</b> The most recent strategy to upgrade all street lights within Long Itchington to the most current spec and have them adopted by WCC has not been successful, mainly due to the fact that WCC have changed their policy. IB, LC, and Clerks to form group to write new strategy. Proposal to go with E-ON quote and replace the 5 out-dated lights.</p>	<p><b>BA/LB to arrange meeting</b></p> <p><b>BA -Diary</b></p> <p><b>IB/LC/Clerks</b></p>	

5.	<p><b>County &amp; District Councillors' Reports</b></p> <p>BS Academisation has highlighted some budget issues, where schools are not accounting for traditional WCC expenses. Long Itchington has had a poor 1st grass cutting service from WCC, hopefully this will improve. Ufton has an HS2 open evening coming soon.</p> <p>DR- Some changes in staffing at SDC coming up. Polo ground wants to reach out to P.C regarding planning applications over the next 5 years. Some concerns regarding the long term sewage treatment for Dallas Burston.</p>		
<b>Requiring a Decision</b>			
6.	<p><b>Traffic and Speed</b></p> <p>HS has received a quotation to hold traffic surveys on the busiest roads within Long Itchington. The surveys would give a clear picture of the volume and speed of traffic travelling through our village. The suggested time to engage with these surveys would be for a 14 days period week commencing 10th September 2018. RJ to engage free advice from WCC.</p> <p>RJ has also been in contact with a Traffic Consultant who LIPC may wish to engage with further when there is some data for him to analyse.</p> <p>A423 – accident recently. Several actions were discussed: look at making it obvious cars are entering a village; some form of village gateway with signs. Input needed from WCC Highways; suggestion of 30 mph repeater signs on the road on the Leamington Road. Concern around the speed limit around Model Village ACTONS: BA will raise with Cemex. RJ will explore extending the brief of traffic consultant to look at Model Village. Purchase wheelie bin stickers displaying the speed limit for the area, encouraging drivers to slow down. Proposed by BA, seconded by RJ, agreed by all.</p>	<p><b>RJ/HS</b></p> <p><b>Clerk contact WCC again</b></p> <p><b>BA/RJ</b></p> <p><b>Clerk to purchase</b></p>	
7.	<p><b>Councillor Training</b></p> <p>Cllr Anne Fessi recently attend the 'Being Good Councillor' Course held by WALC. She found the course useful and well delivered – Lots of experienced and new cllrs. Cllr Fessi gave a summary of the course and the values and rules of being a good Cllr. BA highlighted a need to review the new Code of Conduct.</p>	<p><b>No action</b></p> <p><b>BA</b></p>	
8.	<p><b>Casual Vacancy</b></p> <p>After a period of notice, SDC did not receive any requests for an official election. Residents are encouraged to approach a member of the Parish Council or the Clerk if they would like to fill the casual vacancy by co-option.</p>	<p><b>No Action</b></p>	
9.	<p><b>Community Centre</b></p> <p>BA update on lease arrangements with WCC and MAT. The terms of the lease can't be changed, just who holds it. JV thanks to BA.</p>	<p><b>BA</b></p>	
10.	<p><b>Organisation Structure</b></p> <p>Discussion around proposed structure, positive comments. JV asks how will monitoring work and we need to make sure all involved understand the remit of the P.C and how</p>		

	these groups fit. Discussion around street champions and how to bring that in. Residuals of LILAC and Environment group to have a combined meeting to explain process and the new structure. Joint meeting set up for 20 <sup>th</sup> August. It was agreed to trial the new structure.	<b>Meeting 20<sup>th</sup> August</b>	
11.	<b>Marlon Rd Car park</b> Quotation for the Marlon Rd Car Park works have been received, more quotes needed.	<b>RJ update next meeting</b>	
12.	<b>Open Gardens</b> Public group will organise it but use some P.C facilities, like parking, toilets etc.		
13a.	<b>Finance</b> BA proposed to accept the payments list for July, this was seconded by IB and carried unanimously.	<b>No Action</b>	
13b.	A financial report was prepared by RJ and accepted by those present.	<b>No Action</b>	
<b>Reports for Information</b>			
14.	<b>Committee Reports</b> <b>DOCUMENTS</b> <ol style="list-style-type: none"> <li>a. Communications: Report from Cllr Fessi, attached. Decision to delegate website changes to communications group.</li> <li>b. Community Centre: Next meeting 25th July at 6.30pm. 100 club, 1<sup>st</sup> draw at Wednesday Club. Vintage Fair made £880.</li> <li>c. Emergency Planning: The Emergency Group met on 2nd July. Matters discussed included flood pump store doors, and the potential purchase of a number of practical items (lights and a generator, small electric pump, storage box etc). Membership of the Emergency Group was also discussed. Emergency event planned.</li> <li>d. Neighbourhood Planning Group: Event August 12 looking at valued landscapes</li> <li>e. Environment Issues – Minutes were received of the meeting on 25<sup>th</sup> June.</li> <li>f. LILAC:</li> <li>g. Planning – Garages at Leigh Crescent - planning refusal on the grounds that support core strategy. Concern around the presentation from the Water Margin and the suggestion SDC have recommended 5 homes. Lack of public space was queried at Keepers' Meadow as well.</li> <li>h. HR – The Health and Safety Sub-Group has held its first meeting (LB, TF, JV). The emphasis of the meeting was on Risk Assessments and the first job to be looked at was the Village Handyman. All PC roles (including councillors) will be assessed. The sub-group will meet every 2 - 3 months and will focus on all H&amp;S matters that affect employees, contractors and councillors. It was agreed that a health and safety policy need to be produced for the PC. JV to report back on progress.</li> </ol>	<b>Comms Group</b>  <b>No Action</b>  <b>No Action</b>  <b>IB/JV</b>  <b>BA/SS/JV</b>  <b>BA</b>	

	<p>i. War Memorial: Concern around clashes of events so the P.C have yet to order the Beacon. P.C can sign up to join a Beacon chain and light it at 7pm. IB will liaise with the War Memorial Group</p> <p>j. HS2- group continues to meet, will join with Southam public meeting and hold their own in October. New member to group, has links with HS2 contractors. IB has filled an information request, will inform us of the response.</p> <p>k. Recreations/ Open Spaces:</p>	<p><b>JV</b></p> <p><b>IB</b></p> <p><b>BA</b></p> <p><b>IB</b></p>	
15.	<p><b>Correspondence</b>  JV letter to Sustrans – All happy to send  Car trading in village car park has moved; Agreed to put a note on car if it returns.</p>	<p><b>JV</b>  <b>Clerk</b></p>	<p><b>04/07/2018</b></p>
16.	<p><b>Meetings &amp; Training Events</b>  18th October – CiLCA Networking Morning LB &amp; HS  19th October – Playground Inspection and Management Course. Stuart Kurle and Liz Bonney to attend.  10th November – Planning for the elections course HS  18th or 19th August, meeting/party at BA</p>	<p><b>No Action</b></p>	
17.	<p><b>Any Other Business</b>  Review of Tree Bole.  Windblown litter at Keeper's Meadow- BA talk to DW homes  Improve communication with other parishes.  Review SDC code of Conduct</p>	<p><b>Sept Agenda</b>  <b>BA</b></p> <p><b>Sept Agenda</b></p>	
18.	<p><b>Date of Next Meeting – 5th September 2018</b></p>		

Closed 9:21