

MINUTES OF MEETING

Name of Meeting	Ordinary Long Itchington Parish Council Meeting (LIPC)
Date, Time and Venue	Wednesday 10th January 2018 at 7.30pm in Long Itchington School Hall
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 There were no Declarations of Interest.	No Action	
3.	Minutes of the Meeting held on 1st November 2017. The minutes were accepted by LIPC and signed by BA as Chairman	No Action	
4.	Action from Minutes a) <u>Community Recognition Awards</u> Seven nominations have been received. It was agreed that the prizes and shortlist will be agreed in confidence in advance of the next meeting. b) <u>Car Park & Welfare Unit.</u> The car park at the Community Centre and School was not installed as agreed at Christmas it is likely to be completed during Easter. The Welfare Unit is no longer in place so the matter is now closed. c) <u>Model Village Playground Equipment</u> BA will write a formal letter to Cemex from the Parish Council to request an update on the status of the lease.	HS No Action BA	07/02/2018
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 (copies will made available) • Council Tax Support help available for certain groups (DR to email details for of this for the diary.) • Volunteer Drivers scheme to hospitals – limited service. AF to enter details into the Diary. Cllr Bob Stevens (WCC) submitted a full written report which is attached to these minutes. Appendix A. AF to clarify legalities of clearing the pavements and gritting.	DR AF AF	15/01/2018 15/01/2018 15/01/2018
6.	Police and Community Safety Items a. Quote for CCTV in Green End is still pending – RJ to follow up.	RJ	07/02/2018

	<p>b. JV has met with the Police regarding the recent spate of Anti-Social behaviour, car crime and burglaries and will continue to liaise with the local PCSO regularly. The Police are also willing to present some advice to the school and community groups. A piece about identify theft should be entered the Diary.</p> <p>c. A report from the recent Community Speed Watch Team was received. Appendix B.</p>	AF	15/01/2018
7.	<p>Toilets Green End Quotations for the refurbishment of the toilet block is progressing. A meeting has taken place with Danfo to discuss possible fittings. It could be linked to the CCTV of Green End to combine costs and work. A full detailed proposal will be supplied to RJ by Danfo and subsequently presented to the Parish Council. The locking of the daily opening and closing of the temporary porta-loo was discussed. It was agreed that the toilets should remain unlocked 24 hours a day.</p>	RJ	07/02/2018
8.	<p>New Developments a. There is a legal requirement with the new Cemex site for David Wilson Homes to provide a turning circle for the extended bus service to the site. b. After much discussion it was agreed the proposed site name for the Cemex land development for marketing purposes should be: 'Keeper's Meadow'. BA will request more input into the road names.</p>	No Action BA	On Going
9a	<p>Finance The payments list for December and January were ratified unanimously. RJ requested that each committee should send him requests for how the surplus budget from 2017/18 could be best allocated.</p>	All members	07/02/2018
9b.	<p>Finance After LIPC considered the financial report alongside the forecasted budget, a discussion ensued regarding the precept request for 2018-19. It was proposed by IB that the precept should be set at £94,457, seconded by LC and carried unanimously. LB to contact SDC with this information.</p>	LB	01/02/2018
	Reports for Information		
10a.	<p>Communications Group Draft minutes of Parish Council meetings will now be uploaded to the website. There is an increase in the copies of LI Diaries to be printed now at 1100. The new design for the Welcome Pack will shortly be signed off. 'Whatsapp' groups are being trailed as a quick and efficient method of communication about a particular subject matter.</p>	No Action	
10b.	<p>Community Centre The minutes of the most recent meeting was shared during which the Terms of Reference were approved. The next meeting will be held in January 2018.</p>	No Action	
10c.	<p>Emergency Planning Flood Forum Core Group will meet again in February. Flood pump test will take place soon – JV and IB. It was decided that a leaflet drop to the local area to invite residents to witness</p>	JV & IB	07/02/2018

	the pump test to demonstrate to importance of the facility and encourage people to join the group Whatsapp group was very useful during the recent heavy snow and rain.		
10d.	Neighbourhood Planning Group A template has been created by the consultant. The next meeting is in the Community Centre on 11 th January 2018 and is open to the public.	No Action	
10e.	Environment Working Party Minutes received from the last committee meeting. Five tenders have been received for the grass cutting contracts. The EWP will decide on a suitable contractor at their next meeting.	No Action	
10f.	LILAC Leigh Crescent play area is installed and functional. Parish Council formally asked that RJ pass on their thanks to Jo Hill for her help in the matter.	RJ	07/02/2018
10g.	Planning No applications with any objection or comments at this stage.	No Action	
10h.	Bloor Homes Development Soon the houses on site will be ready for sale.	No Action	
10i.	Spinney Fields – David Wilson Homes The pelican crossing has not been installed yet despite several of the homes being sold. BA to follow up with WCC.	BA	07/02/2018
10j.	Cemex Site – David Wilson Homes Seven bungalows will be built on the site.	No Action	
10k.	HR No issues	No Action	
10l.	War Memorial Meeting took place on 09/01/2018. SDC have not yet granted the planning permission for the War Memorial. The War Memorial will be owned by the Parish Council who will be responsible for the long term maintenance.	No Action	
11a.	Correspondence <u>Keith Liversedge – Bus Shelter Short Lane</u> A parishioner has requested an update on the bus shelter. The insurance money has now been received and the new shelter and bollards ordered.	No Action	
11b.	<u>Rose Lazell – Dog Mess</u> A parishioner raised concern about the amount of dog mess on her driveway. It was agreed that the EWP committee will consider the erection of further signage. LB to add to the EWP agenda.	LB	30/01/2018
11c.	<u>Royal Mail – Post Box</u> BA will liaise with the Co-op and continue to communicate with Royal Mail but as, yet she has not been able to establish the progress of the replacement post box. When a more definite response has been received, BA or the clerks will press for a change to the postal collection times.	BA	07/02/2018
11d.	<u>Multi-Academy Trust – LI Primary School</u> The consultation letter on the proposed academisation was shared and discussed. BA & SS will attend the Monday evening consultation session. All Councillors are charged with finding facts, to be drawn together for a decision at the next Parish Council meeting on 7 th February 2018.	All members	07/02/2018.
12.	Any Other Business	IB	07/02/2018

	<ul style="list-style-type: none">• Succession of the Parish Council – IB to prepare a paper on the subject• HS2		
13.	Next Meeting. 7th February 2018.	No Action	

Meeting Closed at 9.31pm.

DRAFT