



East Joint Committee

Notice of Meeting

Tuesday 17 June 2008

6.00 pm

**Language Suite,
Southam College,
Southam**

Members of the Committee are requested to attend

Chair To be appointed

Vice-Chair To be appointed

District Councillors:

| | |
|------------|------------|
| A Akeister | A Patrick |
| D Close | N Rock |
| R Hobbs | C Williams |
| S Jackson | D Wise |
| B Mann | S Wixey |
| C Mills | R Wright |

County Councillors

D Booth
J Appleton
S Main
R Stevens

Paul Lankester
Chief Executive – Stratford-on-
Avon District Council

Jim Graham
Chief Executive - Warwickshire
County Council

For further information about this agenda
Contact: Martin Gibbins
Telephone: 01789 290784
e-mail: martingibbins@warwickshire.gov.uk

website www.stratford.gov.uk

website www.warwickshire.gov.uk

EAST JOINT COMMITTEE

17 June 2008

AGENDA

1. Appointment of Chair

To appoint a Chair for 2008/09.

2. Appointment of Vice-Chair

To appoint a Vice-Chair for 2008/09.

3. Apologies for Absence

4. Disclosure of Interests

(Note: Members are reminded that the Code of Conduct provides that should they have a prejudicial interest in any matter under discussion, then providing the matter is considered in public session, they are entitled, with the consent of the Chair, to make representations and answer questions if members of the public are granted the same entitlement. Members must leave the room before the ensuing debate and vote and must not attempt to improperly influence a decision about that matter)

PART A - Non-Executive functions

5. Terms of Reference and Standing Orders

(Pages 1 - 24)

To consider the Terms of Reference and Standing Orders.

6. Names of the Joint Committees

To confirm the name of this Committee.

7. Public Question Time

Up to thirty minutes is allowed for the public to ask questions on any matter relevant to the business of the Joint Committee. Questions must be submitted in writing to **Martin Gibbins, the County Council's Area Manager, c/o Stratford-on-Avon District Council, Elizabeth House, Church Street, Stratford-upon-Avon, CV37 6HX, (telephone 01789 290784)** at least one working day before the meeting. Members of the public may speak for up to three minutes.

8. State of the District

(Pages 25 - 30)

To consider a report on the state of the district.

PART B - Executive functions

9. Funding Criteria

(Pages 31 - 38)

To consider the process for establishing the new criteria for awarding grants.

10. Grants Funding

(Pages 39 - 158)

To consider funding for specific grants.

11. Dog Control Order

(Pages 159 -
164)

To consider a proposal to declare a Dog Control Order for the district.

12. Bishops Itchington Parish Plan

(Pages 165 -
202)

To consider the assessment of the Bishop's Itchington Parish Plan.

Part C- Other Matters

13. Venue, Dates and Start Time of Meetings

To consider the start time, venue and dates for future meetings:

Proposed start time:
6pm

Proposed dates for consideration:

15 July 2008
16 September 2008
9 December 2008
10 March 2009

14. Urgent Business

To consider any business which, in the opinion of the Chairman, is urgent in accordance with the provisions of Section 100B (4) of the Local Government Act 1972.



Chief Executive
Stratford-on-Avon District Council



Chief Executive
Warwickshire County Council

EAST JOINT COMMITTEE

17 JUNE 2008

Joint Committee Standing Orders

Joint Report of the Strategic Director of Performance and Development, Warwickshire County Council and Monitoring Officer and Solicitor to the Council, Stratford On Avon District Council

Recommendation

That the Joint Committee notes the Standing Orders (Appendix 1) that have been adopted by each Council for this committee and for the other 2 joint committees established in the Stratford on Avon area.

1. Warwickshire County Council and Stratford-on-Avon District Council have agreed to establish three joint committees in the Stratford on Avon Area. These proposals, including the Standing Orders and delegations to the joint committees, have been approved by each Council.
2. The Standing Orders and delegations which apply to the three joint committees are attached at Appendix 1.
3. The Joint Committee is asked to note the Standing Orders (Appendix 1) that have been adopted by each Council for this committee and for the other 2 joint committees established in the Stratford on Avon area.

David Carter
**Strategic Director of Performance
and Development**
Warwickshire County Council

Liam Nevin
**Monitoring Officer and Solicitor to the
Council**
Stratford-on-Avon District Council

3rd June 2008

APPENDIX 1

THE STRATFORD-ON-AVON DISTRICT JOINT COMMITTEES

STANDING ORDERS

1. Definitions

In these Standing Orders the following definitions will apply;

- 'Chair' means the chair for the time being of a Joint Committee elected in accordance with these Standing Orders
- 'Committee administrator' means the officer nominated by the Councils to take responsibility for the administrative requirements in relation to a Joint Committee such as the publication of agendas, circulation of reports, publication of minutes etc
- 'Councils' means the Warwickshire County Council and the Stratford-on-Avon District Council
- 'Forward Plan' means the plan issued on a monthly basis by each Council containing details of all the key decisions which that Council intends to take over the coming four month period
- 'Joint Committee' means any joint committee established between the Warwickshire County Council and the Stratford-on-Avon District Council and operating within the geographical boundary of the Stratford-on-Avon District Council and any shall include any sub-committees established by a Joint Committee.
- 'Key Decision' means a decision made by a Joint Committee in the exercise of an executive function which meets the criteria for key decisions as determined by either Council
- 'Locality Forum' means the six local forums which operate within the Stratford-on-Avon District Council boundary and which also fulfil the functions of the Partners and Communities Together (PACT) panel meetings
- 'Members' means those elected members of the Warwickshire County Council and of the Stratford-on-Avon District Council who are appointed by the Councils to sit on a Joint Committee. For the avoidance of doubt, the term 'Members' does not include co-opted members
- 'Monitoring Officer' means the monitoring officer of either Council or his / her representative as nominated to take responsibility for a Joint Committee

- 'Proper Officer' means the Chief Executive of the Warwickshire County Council or the Stratford-on-Avon District Council or their respective nominees
- 'Vice Chair' means the vice-chair for the time being of a Joint Committee elected in accordance with these Standing Orders

2. Application

These Standing Orders apply to the joint arrangements between Warwickshire County Council and Stratford-on-Avon District Council for the operation of the agreed Joint Committees within the geographical boundary of the Stratford-on-Avon District Council.

3. Role and Remit

- 3.1 Each Joint Committee shall have the responsibilities set out in Appendix 1 in respect of their area except in so far as the matter has been reserved to full Council or Cabinet or delegated to other persons (including officers) of either Council under their respective constitutions.
- 3.2 The Joint Committees may exercise such executive and non-executive powers within their area as the Councils may agree should be delegated to them from time to time.
- 3.3 A Joint Committee may re-delegate to any sub-committee appointed by it all or any of the powers and duties delegated to it by the Councils.
- 3.4 The Joint Committee may only take decisions that will not, in the opinion of the Monitoring Officers affect other areas of the District or County (the "no harm" rule). Any proposed decisions that, in the opinion of the Monitoring Officers, will infringe the no harm rule shall be dealt with in accordance with the constitutions of the respective Councils.
- 3.5 Where it is not clear or there is some dispute as regards which Joint Committee or whether a Joint Committee should consider a particular matter it shall be referred to the Monitoring Officer of each Council for a joint decision on the matter.

4. Membership

- 4.1 The Members of each Joint Committee shall be all the Warwickshire County Council elected members and all the Stratford-on-Avon District Council elected members whose electoral divisions or wards fall wholly or partly within the relevant locality areas agreed by the Councils from time to time.
- 4.2 Each Joint Committee will actively encourage the attendance at meetings of other agencies or bodies serving or contributing to the well-being of the area as non voting, co-opted members. Co-optees will have the power to speak but will not have the power to vote.

5. Appointment of Members

- 5.1 Appointment of Members to each Joint Committee continues until;
- (i) the person appointed is removed by the Council
 - ii) the person appointed ceases to be an elected member
 - (iii) the person appointed resigns
- 5.2 Where an elected member has been suspended as a Councillor under either Councils' Code of Conduct for Elected Members, he or she may not act as a representative of the Council on the Joint Committee. At the end of the period of suspension, the elected member may resume office.
- 5.3 Subject to Standing Order 12 (Quorum), a vacancy on a Joint Committee cannot invalidate its powers to make decisions or discuss appropriate items.

1. Appointment of Chair and Vice Chair

- 6.1 At the first meeting and thereafter at the 'annual meeting' each Joint Committee must appoint a Chair and a Vice Chair from amongst its Members. Voting on the appointment of a Chair and Vice Chair will be in accordance with Standing Order 16.
- 6.2 Casual vacancies occurring during the offices of either the Chair or the Vice Chair will be filled by the Committee at its next available meeting.
- 6.3 Save in the case of Councillors who are elected members of both Councils, the Chair and Vice Chair shall not be drawn from the same Council and shall rotate annually such that consecutive Chairs and consecutive Vice Chairs shall not be drawn from the same nominating body.

7. Annual Meeting

- 7.1 Each Joint Committee shall hold an 'annual meeting' once a year. This meeting shall be the first meeting of the Committee in the new Council year and will take place at a meeting which follows the annual meeting of each of the Councils.
- 7.2 The annual meeting shall;
- (i) elect a Chair
 - (ii) elect a Vice Chair
 - (iii) approve the minutes of the last meeting
 - (iv) consider any other business set out in the agenda

8. Time and Place of Meetings

- 8.1 Each Joint Committee will meet at least 4 times in any municipal year in accordance with a timetable agreed in advance by the Councils, taking into account the requirements of Standing Order 7.1 (Annual Meeting).
- 8.2 Special (additional) meetings may be called at any time by the Chair of the Committee or by the Proper Officer of either Council if he/she considers it necessary or appropriate.
- 8.3 Meetings will in general be held within the geographical boundary of the relevant Committee. From time to time, the Committee may where it is in the interests of improving service delivery and / or public engagement agree to hold a meeting outside of its geographical area but within the Stratford-on-Avon District.

9. Notice and Summons to Meetings

- 9.1 At least 5 clear days notice will be given to the public of the time and place of meetings of the Joint Committees by posting details of the meeting at the designated office of each Council and on each Council's website.
- 9.2 Except where the law permits otherwise, at least 5 clear days before a meeting, a summons signed by the Proper Officer must be sent by post to every member of the Committee or left at their usual place of residence or such alternative address as notified to either Council in writing. The summons will give the date, time and place of each meeting and specify the business to be transacted and will be accompanied by such reports as are available.
- 9.3 Lack of proper service of a summons upon any Member will not invalidate the meeting.

10. Agenda Items

- 10.1 Subject to the requirements of Standing Order 7.2 above, the agendas for meetings of the Joint Committees shall be fixed by the relevant Chair in consultation with the Monitoring Officer subject to any legal requirements.
- 10.2 Every agenda shall include an opportunity for public question time. (Standing Order 20)
- 10.3 Any Member may require that an item is added to the agenda of the next available meeting.
- 10.4 Co-opted members and the chairs of any Locality Forum can request that an item is added to the agenda of the Joint Committee which is relevant to their area, such addition to be at the discretion of the Chair.
- 10.5 The agenda will distinguish between executive and non executive items of business.

11. Role of the Chair

- 11.1 It shall be the duty of the Chair to conduct the meeting efficiently and effectively and at all times to act reasonably. The Chair shall have full power to conduct the meeting in the way that he/she considers most expedient and to decide upon any points of procedure subject only to statutory requirements (if any) and these Standing Orders.
- 11.2 The decision of the Chair shall be final however, where any member raises a point of order (ie concerning these procedural rules or the law), the Chair must seek and take account of the advice of the relevant Monitoring Officer before giving any decision.
- 11.3 If at any meeting the Chair is absent, the Vice-Chair shall preside, but if the Vice-Chair is absent another Member chosen by those members present from amongst the Members representing the same authority as the Chair shall preside for the meeting.

12. Quorum

- 12.1 Subject to any legal requirements from time to time in place, the quorum at meetings shall be one fifth of the number appointed to the Committee, provided always that there shall be at least two Warwickshire County Council elected members and two Stratford-on-Avon District Council elected members present.

- 12.2 If the Chair declares that there is no quorum, the meeting will adjourn immediately. Remaining business will be considered at a time and date fixed by the Chair or if none, at the next ordinary meeting of the Committee.

13. Duration of meetings

- 13.1 Unless the majority of Members present vote for the meeting to continue, any Joint Committee meeting that has lasted for 3 hours will adjourn immediately. Remaining business will be considered at a time and date fixed by the Chair and if none, at the next ordinary meeting of the Committee.

14. Attendance by elected members as observers

- 14.1 Subject to the rules of the Council to which they are elected, to Standing Orders 21 (Disorderly Conduct by Members) and 24 (Probity and Ethics) any elected member of either of the Councils can attend any meeting of a Joint Committee as a non-speaking observer. Such observer may be invited at the Chair's discretion to speak at that meeting but may not vote.

15. Record of attendance

- 15.1 Each Member present during the whole or any part of any meeting must sign his/ her name in the relevant attendance book

16. Voting

- 16.1 All items of business will be decided by a majority of those present unless the law or these Standing Orders specifically require otherwise.
- 16.2 Each Member shall have one vote.
- 16.3 Co-opted members will not have the power to vote.
- 16.4 In the event of equality of votes, the Chair (or the person presiding), if otherwise eligible to vote, will have a casting vote. There will be no restriction on how the Chair chooses to exercise a casting vote.
- 16.5 The Chair will take the vote by show of hands, or if there is no dissent, by affirmation of the meeting.
- 16.6 Immediately after the vote is taken, any Member at the meeting can require that their individual vote be recorded in the minutes.

17. Resolutions

17.1 All resolutions (which includes any suggested amendments) must be moved at the meeting and must be about matters for which the Committee has a responsibility or which affect the area and are related to the business specified on the agenda.

17.2 Rights of reply – order

Rights of reply shall be exercised in the following order;

- i. the mover of an amendment;
- ii. where there is more than one amendment, the rights of reply shall be exercised in the order the amendments were moved;
- iii. the mover of the original (substantive) resolution

A Member exercising a right of reply shall confine his/herself strictly to answering previous observations and shall not introduce any new matter.

17.3 The procedures below apply to the following resolutions;

(a) If a resolution to ***'proceed to the next business'*** is seconded, the Chair, if he/she considers there has been sufficient discussion about the matter, shall without further discussion, give the mover(s) of the original resolution and any amendments a right of reply before the resolution is put to the vote.

(b) If a resolution ***'that the question now be put'*** is seconded, the Chair, if he/she considers there has been sufficient discussion about the matter will immediately put the resolution to the vote without debate. If the resolution is passed, then without further discussion the mover(s) of the original resolution and any amendments will be given a right of reply before the original resolution is put to the vote.

(c) If a resolution to ***'adjourn the debate'*** or to ***adjourn the meeting*** is seconded, the Chair, if he/she considers there has been sufficient discussion about the matter will immediately put the resolution to the vote without discussion.

17.4 Any of the resolutions in Standing Order 17.3 shall be moved without comment by a Member who has not spoken on the matter at the conclusion of the speech of another Member. If such a resolution is not carried the same motion shall not be moved within a period of 30 minutes without the agreement of the Chair.

18 Rules of debate

- 18.1 Subject to legal requirements, it is intended that the Chair of the Joint Committee has the greatest amount of flexibility to conduct business in the way that he/she considers is most effective. For the avoidance of doubt this Standing Order shall take precedence over Standing Order 17.2.
- 18.2 The conduct of business including speeches and debates at meetings will be at the discretion of the Chair acting reasonably.

19. Special Rules for Executive Decisions Forward Plan Requirements

- 19.1 Each Council shall be responsible for ensuring that their respective access to information and Forward Plan rules are followed in cases where any decision proposed to be taken by a Joint Committee amounts to a Key Decision in relation to a function of that Council under their respective constitutions.

Notice of Executive Decisions

- 19.2 Notice of any executive decisions taken by a Joint Committee will be published electronically, normally within 2 working days, and made available to the elected members of each Council.
- 19.3 The decision will come into force and may then be implemented on the expiry of 5 working days after the publication date unless the decision is called-in in accordance with Standing Orders 19.4 – 19.9.
Call-in
- 19.4 Subject to the restrictions contained in Standing Order 19.5 and 19.9, call-in shall apply to any executive decisions (as identified in Appendix 1) made by a Joint Committee.
- 19.5 Call-in can only be exercised by an elected member in respect of functions delegated to a Joint Committee by his/ her Council as identified in Appendix 1. This does not prevent either Council exercising call-in in the case of functions which are jointly delegated to a Joint Committee as identified in Appendix 1.
- 19.6 Subject to Standing Order 19.7, the call-in rules which apply will be the rules of the Council exercising the right of call-in.

- 19.7 Where both Councils exercise call-in in respect of functions which are jointly delegated to a Joint Committee, each Council shall follow its own respective call-in rules unless such arrangements are in place which would enable the Councils to undertake joint scrutiny of the decision. In either case, the Monitoring Officer of each Council shall discuss the arrangements for the operation of call-in.
- 19.8 For the purposes of the County Council's call-in procedures (the County Council's Standing Orders 11 and 12), the term 'Area Committee(s)' shall include the Stratford-on-Avon District Joint Committees.
- 19.9 Where a decision of a Joint Committee is called-in, it cannot be implemented until the conclusion of the relevant call-in process.
- 19.10 In order to ensure that call-in does not cause unreasonable delay and is not abused, the following limitations shall apply;
- (a) the call-in procedure can only be used once in respect of any particular decision;
 - (b) Where as a result of call-in the matter is referred back to the decision maker for final decision or the decision is otherwise deemed to take effect, no further call-in may be exercised;
 - (c) Call-in shall not be exercised by a Council who has treated the decision as an urgent decision in accordance with their own urgent decision rules.

20. Public Question Time

General

- 20.1 The Chair has the general power to manage the public question and answer session and has the discretion to reject any question which
- (i) Has already been answered;
 - (ii) Is not relevant to the business of the Committee or within its remit;
 - (iii) He/she considers unsuitable.
- 20.2 Where a number of members of a particular organisation wish to ask questions on related matters, the Chair may limit the number of questioners as he/she considers appropriate.
- 20.3 Unless otherwise agreed by the Chair, the public question and answer session shall be limited to 30 minutes.

Questions

- 20.4 Questions should be notified in writing and received by the Proper Officer at least one full working day before the meeting.

- 20.5 Each question should give the name and address of the questioner and the name and date of the meeting to which it is to be put.
- 20.6 A record in a book open to public inspection will be kept of each question received and a copy of the question will immediately be sent to the Chair or any other person to whom the question is likely to be put.
- 20.7 The questioner may ask a maximum of 2 questions.
- 20.8 Each questioner shall have a maximum of 3 minutes to speak.

Procedure at the meeting

- 20.9 The Chair will take the questions in the order that he/she considers most appropriate.
- 20.10 The questioner will be invited to ask the question and the Chair or relevant person will reply.
- 20.11 The questioner may ask one supplementary question. Any supplemental question must arise out of the original question or the reply and, unless agreed by the Chair, must not be interpreted as allowing a debate of either the question or the reply.
- 20.12 The Chair has the discretion to decide whether discussion will take place on any question.
- 20.13 Questions and answers given at the meeting will be recorded in the minutes.

Absence of questioner

- 20.14 In the absence of the questioner the Chair has discretion over how to deal with the question and may put the question him/ herself to the meeting

Form of answers

- 20.15 Answers may take the form of either a direct oral answer or reference to a publication. Where an oral answer cannot immediately be given, a written answer may be given to the questioner as soon as practicable following the meeting.
- 20.16 Any question which cannot be dealt with during public question time, either because of lack of time or absence of the appropriate person, will be dealt with by written answer.

- 20.17 All written answers given following the meeting will be circulated to all Members and unless the contents would involve disclosure of exempt or confidential information shall normally be made public.

Referral of the question to another body

- 20.18 Any Member may move that the subject matter be referred to another body for decision. Once seconded, such a motion will be voted on without discussion.

21. Disorderly conduct by Members

- 21.1 If at any meeting a Member persistently disregards the ruling of the Chair by behaving improperly or offensively or deliberately obstructs business, the Chair may move that the Member not be heard further. If seconded the motion will be voted on without discussion.
- 21.2 If at any meeting a Member continues to behave improperly after such a motion is carried, the Chair may move that either the Member leaves the meeting or that the meeting is adjourned for a specified period. If seconded, the motion will be voted on without discussion.

22. Disturbance by the Public

- 22.1 If at any meeting, there is a general disturbance making conduct of the business not reasonably possible, the Chair has the power to adjourn the meeting for as long as he/she thinks necessary.
- 22.2 If there is a general disturbance in any part of the meeting room open to the public, the Chair may call for that part to be cleared.
- 22.3 The Chair has the power to remove members of the public from a meeting in accordance with Standing Order 27.6

23. Minutes

- 23.1 Minutes will be taken of every meeting of a Joint Committee.
- 23.2 Minutes will contain all resolutions and amendments moved at the relevant meeting.
- 23.3 Every set of minutes will be taken to the next suitable meeting where the Chair will move that they be approved as an accurate record.
- 23.4 Once approved the minutes shall be signed by the Chair.

23.5 The minutes of every meeting, excluding any part of the minutes or record when the meeting was not open to the public which disclose exempt or confidential information (as defined in Standing Order 27), will be made available for public inspection for up to six years after the date of the meeting.

24. Probity and Ethics

Members will abide by any ethical rules or guidance set out in the following;

- (i) As stipulated by law (whether common law, statute, subsidiary legislation, statutory code or guidance)
- (ii) As issued by the Council to which they are elected
- (iii) As issued by any other organisation / body if such rules or guidance are adopted by the Council to which they are elected.

25. Elected Member Access to Reports

25.1 Subject to the rules of the Council to which they are elected, all elected members of each Council will be entitled to inspect any report or document which is in the possession or control of a Joint Committee.

25.2 Any disputes in relation to the rights of access, whether under these Standing Orders or otherwise, of any elected member to documents or reports connected with a Joint Committee shall be referred to the Monitoring Officer of the Council to which the function relates provided always that there is consultation between the Monitoring Officers before a final decision is made.

26. Access to Information and Confidentiality

Subject to any legal rights of disclosure which are available to elected members any confidential or exempt information and documentation disclosed to elected members must be kept confidential by them.

27. Public Access to Meetings

27.1 Subject only to the exceptions in these Standing Orders, Members of the public may attend all meetings.

27.2 Subject only to the exceptions in these Standing Orders, Members of the public shall have the right to speak on any matter on the open part of the agenda. The Chair may impose any of the limits set out in Standing Order 20 and may manage the public right to speak in such way as he/she sees fit.

27.3 The public must be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of proceedings that confidential information would be disclosed

- 27.4 Confidential information means information given to the Council by a Government Department on terms which forbid its public disclosure or information which cannot publicly be disclosed by or under any enactment or Court Order.
- 27.5 The public may be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of proceedings that exempt information would be disclosed. Exempt information means information falling within the categories of information set out in Appendix 2.
- 27.6 Any member of the public who interrupts proceedings or acts improperly shall firstly be warned by the Chair that if their conduct continues, the Chair will request that they leave or order them to be removed from the meeting.

28 Public Access to Agenda and Reports before the Meeting

- 28.1 The Councils will make copies of the agenda and accompanying reports open to the public and available for inspection at the designated office of each Council and on the web-site of each Council at least five clear days before the meeting unless a shorter period is permitted by law.
- 28.2 Where a report is not included with the agenda, the Councils shall make each such report available to the public for inspection as soon as the report is completed and sent to elected members.
- 28.3 Nothing in this rule requires the disclosure of any report containing confidential or exempt information as defined in Standing Order 27.

29. Access to Minutes etc After the Meeting

- 29.1 The Councils will as soon as reasonably practicable after a meeting, and for a period of six years from the date of the meeting, make available copies of the following;
- (a) The minutes of the meetings of the Joint Committee or records of decisions taken excluding any part of the minutes when the meeting was not open to the public which disclose exempt or confidential information;
 - (b) A summary of any proceedings not open to the public where the minutes open to inspection would not provide a reasonably fair and coherent record;
 - (c) The agenda for the meeting;
 - (d) Reports relating to items when the meeting was open to the public.

30. Background Papers

- 30.1 Every officer originating a report for a Joint Committee shall ensure it includes a list of those documents (called background papers) relating to the subject matter of the report which in his/her opinion;
- (a) Disclose any facts or matters on which the report or an important part of the report is based; and
 - (b) Which have been relied on to a material extent in preparing the report except published works or those which would disclose exempt or confidential information (as defined in Standing Order 27)
- 30.2 Each Council will make available for public inspection for four years after the date of the meeting one copy of each of the documents on the list of background papers in respect of reports originating from them.

31. Supply of Copies

- 31.1 The Councils will supply to any person who so requests;
- (a) Any agenda and reports which are open to public inspection;
 - (b) Any further statements or particulars necessary to indicate the nature of the items on the agenda;
 - (c) If the Monitoring Officer of the Council producing the information thinks fit, copies of any other documents supplied to Members in connection with an item
- 31.2 Subject to any legal provisions, a charge for copying and postage may be made for any of the above items.

Appendix 1

RESPONSIBILITIES OF THE STRATFORD-ON-AVON JOINT COMMITTEES

Each Joint Committee shall have the responsibilities set out below in respect of their area except in so far as a matter has been reserved to full Council or Cabinet or delegated to other persons (including officers) under either Council's constitution.

| Function | Type of Function | Statutory Reference | Delegated By |
|--|------------------|---|--------------|
| To consider the performance of the Councils' services delivered locally within the area and to comment to the relevant Overview and Scrutiny Committee or the Executive as appropriate | Executive | Section 111 Local Government Act 1972 Section 3 Local Government Act 1999 and any other relevant enactment | Joint |
| To help the Council shape major proposals affecting the area and to advise the Council about the implications for the area of its objectives, plans, and policies. | Executive | Section 111 Local Government Act 1972 and any other relevant enactment | Joint |
| To encourage effective collaboration with public, voluntary and private sector partners locally including the locality based Community Forums incorporating the Partners and Community Together Panels | Executive | Section 111 Local government Act 1972; Section 2 Local Government Act 2000 and any other relevant enactment | Joint |
| To provide a forum for views of local communities and to encourage discussion and debate of matters of particular relevance to the area | Executive | Section 111 Local Government Act 1972 and any other relevant enactment | Joint |
| To administer revenue and capital grants (for the well-being of the local community) | Executive | Section 2, Local Government Act 2000 and Section 111 of Local Government Act 1972 | Joint |

| | | | |
|---|-----------|--|-----|
| To approve and monitor County Council local targets and the Council's contribution to local partnership plans within the overall policy and budgetary framework of the Council and in a way which promotes the Council's overall policies | Executive | Section 111 Local Government Act 1972; Section 3 Local Government Act 1999; Section 2 Local Government Act 2000 and any other relevant enactment | WCC |
| Subject to a delegation from the Executive, to make decisions on any other matters within their areas, provided those decisions are within the Council's overall policies and budgetary allocations and do not affect other areas of the District | Executive | Section 111 Local Government Act 1972, Section 2 Local Government Act 2000 and any other relevant enactment | SDC |
| To determine such matters of particular local significance as are delegated by the Executive | Executive | Dependant on specific matter delegated | SDC |
| To adopt, in the following circumstances, Parish Plans and Village Design Statements which, in the opinion of the Chief Executive do not conflict with District Council policy; (a) as a local information source (b) as a material consideration in dealing with planning applications in accordance with provisions in the District Local Plan. | Executive | Planning and Compulsory Purchase Act 2004 and Local Government Act 1972 | SDC |

| | | | |
|--|-----------|---|-----|
| <p>To discharge the Council's functions in respect of the following environmental initiatives;</p> <ul style="list-style-type: none"> (a) Areas of Outstanding Natural Beauty (b) Designation of Sites of Interest for Nature Conservation (c) Designation and Management of Sites as Local Nature Reserves | Executive | <ul style="list-style-type: none"> (a) Countryside and Rights of Way Act 2000. (b) Natural Environment and Rural Communities Act 2006, and Local Government Act 1972 (c) National Parks and Access to the Countryside Act 1949 | SDC |
| <p>To discharge the Council's functions in respect of the management and protection of areas of archaeological interest, including sites scheduled as ancient monuments and buildings of special or historic interest</p> | Executive | Ancient Monuments and Archaeological Areas Act 1979 | SDC |
| <ul style="list-style-type: none"> (a) To designate and/or review the boundaries of a conservation area (b) To approve conservation areas appraisals and management plans | Executive | Planning (Listed Building and Conservation) Act 1990 | SDC |
| <p>Subject to the powers delegated to officers, Land drainage</p> | Executive | Land Drainage Act 1991 | SDC |
| <p>The making of Dog Control Orders</p> | Executive | Clean Neighbourhoods and Environment Act 2005 | SDC |
| <p>To advise in respect of revisions to the District Council's Parking Strategy</p> | Executive | Section 111 Local Government Act 1972, Section 2 Local Government Act 2000 and any other relevant enactment | SDC |

| | | | |
|---|-----------|---|-----|
| To make decisions on the following matters within their areas, provided those decisions are within the County Council's overall policies and budgetary applications and do not affect other areas of the County; - | | | |
| Approving locality plans | Executive | Section 2, Local Government Act 2000 | WCC |
| Approving area sustainable community strategies | Executive | Section 2, Local Government Act 2000 | WCC |
| Approving local environmental and/or economic schemes | Executive | Section 2, Local Government Act 2000 and any other relevant enactment | WCC |
| Approving changes to Schools Priority Areas | Executive | Section 89 Schools Standards and Framework Act 1998 | WCC |
| The opening hours of local waste disposal sites provided no additional cost is involved | Executive | Section 51 Environment Protection Act 1990 | WCC |
| Road traffic management and accident prevention schemes and road traffic regulation | Executive | Road Traffic Regulation Act 1984 and any other relevant enactment | WCC |
| Public transport/rural transport and community transport | Executive | Road Traffic Regulation Act 1984, Transport Acts 1985 and 2000 and any other relevant enactment | WCC |
| The stopping up or diversion of highways | Executive | Section 116 Highways Act 1980 | WCC |

| | | | |
|--|---------------|---|-------|
| Appointment to area based outside bodies (local trusts, voluntary bodies etc where the body operates wholly within their area). | Non-executive | Any enactment conferring a power to make such appointments other than those appointments reserved to the Council or the Executive of either Council by law or other provision within the constitution of either Council | Joint |
| Subject to the powers delegated to officers, any function relating to contaminated land | Non-executive | Environmental Protection Act 1990 | SDC |
| Subject to the powers delegated to officers, the discharge of any function relating to the control of pollution or the management of air quality | Non-executive | Environmental Protection Act 1990 Clean Air Act 1993 Control of Pollution Act 1995 | SDC |
| The passing of a resolution that Schedule 2 of the Noise and Statutory Nuisance Act 1993 should apply in the Council's area | Non-executive | Noise and Statutory Nuisance Act 1993 | SDC |
| To agree proposals involving the removal of permitted development rights through Article 4 Directions | Non-executive | Town and County Planning (General Permitted Development) Order 1995 | SDC |
| To make an order identifying a place as a designated public place for the purposes of police powers in relation to alcohol consumption | Non-executive | Criminal Justice and Police Act 2001 | SDC |
| To advise in respect of local planning matters that are not within the delegated powers of District Council officers | Non-executive | Section 111 Local Government Act 1972, and any other relevant enactment | SDC |

| | | | |
|--|---------------|--|-----|
| To make decisions on the following matters within their areas, provided those decisions are within the Council's overall policies and budgetary applications and do not affect other areas of the County; - | | | |
| Power to create, divert and stop up footpaths and/or bridleways whether by agreement or otherwise | Non Executive | Sections 118, 119, 25 and 26 Highways Act 1980 | WCC |
| Power to determine an application for public path extinguishment order | Non Executive | Sections 118ZA and 118C(2) Highways Act 1980 | WCC |
| Power to make a rail crossing diversion or extinguishment order | Non Executive | Section 118A and 119A Highways Act 1980 | WCC |
| Powers to make special extinguishment or special diversion orders | Non Executive | Sections 118B, 119B and 119C Highways Act 1980 | WCC |
| Power to make a public path diversion order | Non Executive | Section 119ZA and 119C(4) Highways Act 1980 | WCC |
| Power to make an SSSI (site of special scientific interest) diversion order | Non Executive | Section 119D Highways Act 1980 | WCC |
| Power to decline to determine certain applications | Non Executive | Section 121C Highways Act 1980 | WCC |
| Duty to assert and protect the rights of the public to the use and enjoyment of highways | Non Executive | Section 130 Highways Act 1980 | WCC |
| Duty to serve notice of proposed action in relation to obstructions | Non Executive | Section 130A Highways Act 1980 | WCC |
| Power to apply for a variation order under Section 130B Highways Act 1980 | Non Executive | Section 130B(7) Highways Act 1980 | WCC |
| Power to authorise temporary disturbance of surface of footpath or bridleway | Non Executive | Section 135 Highways Act 1980 | WCC |
| Power to temporarily divert footpath or bridleway | Non Executive | Section 135A Highways Act 1980 | WCC |
| Functions relating to the making good of damage and the removal of obstructions | Non Executive | Section 135B Highways Act 1980 | WCC |

| | | | |
|---|---------------|---|-----|
| Powers relating to the removal of things so deposited on highways as to be a nuisance | Non Executive | Section 149 Highways Act 1980 | WCC |
| Power to extinguish certain public rights of way | Non Executive | Section 32 Acquisition of Land Act 1981 | WCC |
| Power to include modifications in other orders | Non Executive | Sections 53A Wildlife and Countryside Act 1981 | WCC |
| Duty to reclassify roads as public paths | Non Executive | Section 54 Wildlife and Countryside Act 1981 | WCC |
| Power to re-designate footpath as cycle track | Non Executive | Section 3 Cycle Tracks Act 1984 | WCC |
| Power to extinguish public rights of way over land acquired for clearance | Non Executive | Section 294 Housing Act 1981 | WCC |
| Power to authorise stopping up or diversion of footpath or bridleway | Non Executive | Section 257 Town and Country Planning Act 1990 | WCC |
| Power to extinguish public rights of way over land held for planning purposes | Non Executive | Section 258 Town and Country Planning Act 1990 | WCC |
| Power to enter into agreements with respect to means of access | Non Executive | Section 35 Countryside and Rights of Way Act 2000 | WCC |
| Power to provide access in the absence of agreement | Non Executive | Section 37 Countryside and Rights of Way Act 2000 | WCC |
| Power to license planting retention and maintenance of trees etc in part of highway | Non Executive | Section 142 of the Highways Act 1980 | WCC |
| Power to authorise erection of stiles etc on footpaths or bridleways | Non Executive | Section 147 Highways Act 1980 | WCC |
| Power to grant a street works licence | Non Executive | Section 50 of the New Roads and Street Works Act 1991 | WCC |

| | | | |
|---|---------------|--|-----|
| Power to license works in relation to buildings etc which obstruct the highway | Non Executive | Section 169 of the Highways Act 1980 | WCC |
| Power to consent to temporary deposits or excavations in streets | Non Executive | Section 171 Highways Act 1980 | WCC |
| Power to dispense with obligation to erect hoarding or fence | Non Executive | Section 172 Highways Act 1980 | WCC |
| Power to restrict the placing of rails, beams etc over highways | Non Executive | Section 178 Highways Act 1980 | WCC |
| Power to consent to the construction of cellars etc under street and/or the making of openings into cellars etc under streets and pavement lights and ventilators | Non Executive | Sections 179 and 180 Highways Act 1980 | WCC |

Appendix 1

TABLE OF EXEMPT INFORMATION

| Category of Exempt Information | Qualifications |
|--|---|
| 1. Information relating to any individual | |
| 2. Information which is likely to reveal the identity of an individual | |
| 3. Information relating to the financial or business affairs of any particular person (including the authority holding that information) | Information within paragraph 3 is not exempt if it must be registered under various statutes, such as the Companies Act, Charities Act or Building Societies Act |
| 4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matters arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority | 'Labour relations matters' are as specified in paragraphs (1) to (g) of Section 218(1) of the Trade Unions and Labour Relations (Consolidation) Act 1992, ie, matters which may be the subject of a trade dispute |
| 5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings | |
| 6. Information which reveals that the authority proposes; (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment | |
| 7. Any action taken or to be taken in connection with the prevention, investigation or prosecution of a crime | |

EAST JOINT COMMITTEE**17 JUNE 2008**

Subject: State of the District

Lead Officer: Richard Hood
Contact on 01789 260218

**Lead Member/
Portfolio Holder:** Councillor L Topham

Summary

As part of the consultation process, consideration of the state of the district needs to be assessed at meetings of the Overview & Scrutiny committees and also at each of the Joint Committees during this cycle. This report summarises the events of the past year along with an outline of proposals for the coming year.

Recommendation

That the East Joint Committee identify its views on the 'State of the District' related to its area for 2008/09.

1. Background/Information

- 1.1 The Council's Constitution adopted in April 2002 and updated in 2007, stipulates that the Council will debate the state of the district at its first meeting after the Annual meeting.
 - 1.2 This is the seventh year since the Council adopted the provision to debate annually the state of the district. This report summarises the principal elements of the consultation and key issues identified for maintaining and improving the quality of life in the District.
 - 1.3 Members are invited to debate this analysis of the past events and comment on the future proposals.
 - 1.4 **Health Inequality in the Stratford-on-Avon District**
 - 1.4.1 Overall the quality of life index produced by Local Futures places the district as 16th in the country in relation to the rest of the districts and unitary areas in the country. A presentation will be given at the Area Committee to give a detailed assessment of issues within the area covered by this Committee.
 - 1.4.2 The perception is that Stratford District is generally prosperous, enjoying high rates of employment, above average incomes and relatively low rates of crime. There are however pockets of inequality in our district which
-

cannot be ignored and we have to work together to address them.

1.4.3 National statistics show Stratford-on-Avon District as one of the healthiest areas in the country, ranking 86 out of 408 areas (source: Local Futures Study, 2006).

1.4.4 The Health Profile for Stratford-on-Avon 2006 produced by the West Midlands Health Observatory on behalf of the Department of Health and the NHS (further details available at www.communityhealthprofiles.info) identify that Stratford-on-Avon District:

Is significantly better than the national average for:

- Life expectancy (for males, females, and overall)
- Deaths from smoking
- Early deaths from heart disease, strokes and cancer
- Road injuries and deaths
- Proportion of children achieving 5 or more GCSEs grade A-C
- Proportion of low quality housing
- Level of violent crime
- Levels of teenage pregnancy
- Proportion of people who smoke
- Proportion of binge drinkers
- Healthy eaters
- Alcohol related hospital stays
- Drug misuse treatments
- Diabetes
- Children's tooth decay.

Is significantly worse than the national average for:

- % older people helped to live at home
- Mental health treatment.

1.4.5 As a consequence residents of the District live an average 1.2 years longer than the national average (source: www.nchod.nhs.uk, figures are for 2003-2005.)

1.4.6 However these overall figures mask health inequalities within the District itself. Analysis carried out by NHS Warwickshire shows there are inequalities in the distribution of good health throughout the district. For instance, the level of people with chronic heart disease in the Ward with the highest level in the District is 60% higher than that in the Ward with the lowest level.

1.4.7 Analysis of distribution of key health issues, shows that problems tend to be concentrated in a few Wards within the District rather than spread randomly between all of them. "The weight of scientific evidence supports a socioeconomic explanation of health inequalities. This traces the roots of ill health to such determinants as income, education and employment as well as to the material environment and lifestyle." (Acheson Independent Inquiry into Inequalities in Health Report, 1998.) Acheson demonstrates strong causal links between certain demographic and social factors and poor

health.

1.5 Summary of 2007/08 key events

- The Council's overall performance as judged by the Audit Commission's Comprehensive Performance Assessment improved from weak to good.
- There were several strategic initiatives designed to improve the area, if implemented. These are long term initiatives, not short term plans. These include:-
- The adoption of the Vision Action Plans for Alcester, Shipston and Southam
- Council Improvement Plan 2008- 2010 adopted
- Adoption of Corporate Strategy 2008-2012, which identifies the following priorities;
- A district where everyone shares in an improved quality of life
- A Clean and Green District
- A district where business and enterprise can flourish
- An excellent Council that is well managed and respected by the community
- The adoption of a Strategy for Shared Services in Warwickshire
- The agreement to form with Warwickshire County Council of Joint Committees
- The Adoption of a Homelessness Strategy 2008-2011.

1.6 Key Events 2008/09

- 1.6.1 The key targets and actions for the Council are as set out in the Corporate Strategy 2008-2012.
- 1.6.2 The Executive forward programme is based on these service plans, and sets out a challenging agenda for the next four months. This programme is updated monthly with information on achievements to date.
- 1.6.3 One planned action to improve working arrangements between the County and District Council is the production of a strategic Locality Business Plan. This will allow local members to target areas of activity towards what is important to them, within the County and District Council's Strategic and Financial framework.
- 1.6.4 Taking into account all the information presented, the Joint Area Committee is invited to give its views on the state of the district in relation to this Area, and its prospects for improvement.
-

1.7 **Local Issues**

1.7.1 Grants – details of the grants awarded by Council during 2007/08 are contained within Appendix 1 to the report.

1.7.2 Parish Plans – during 2007/08 the Area Community Committees adopted seven parish plans. These were for Avon Dassett, Combroke, Exhall and Temple Grafton, Long Marston, Shipston, Studley and Welford on Avon.

2. **Options available to the Committee**

2.1 To debate the analysis of the past events and comment on the future proposals.

3. **Members' Comments**

3.1 The comments of the Leader of the Council are contained in this report.

4. **Implications of the proposal**

4.1 **General**

4.1.1 There are no direct implications arising from this report. However, individual projects referred to in the report do have implications that will be addressed when considering each individual project or task.

4.2 **Legal**

4.2.2 See 4.1.1 above.

4.3 **Financial**

4.3.1 See 4.1.1 above.

4.4 **Environmental**

4.4.1 See 4.1.1 above.

4.5 **Corporate Strategy**

4.5.1 See 4.1.1 above.

3. **Risk assessment**

3.1 Not applicable.

4. **Conclusion**

4.1 The report outlines the past year's actions and future proposals for 2008/09.

Councillor L Topham

LEADER OF THE COUNCIL

Community Grants Awarded by ACCs in 2007/08

East ACC:

| Organisation | Project | Amount |
|---|--|---------------|
| Hampton Lucy Parish Council | Refurbishment of Skateboard Ramp | £450 |
| Southam College | Floodlit Artificial Pitch | £5,000 |
| Stockton Stepping Stones | New Building | £10,000 |
| Radway Cricket Club | Replacement Club House | £6,283 |
| Bishops Itchington Scout Group | Replacement Kayaks | £1,000 |
| Ladbroke Millennium Green Trust | Expansion of Facilities | £10,000 |
| Long Itchington Tennis Courts Association | Resurfacing of Tennis Courts | £3,000 |
| Priors Marston Parish Council | Resurfacing of Play Area | £5,000 |
| Long Itchington Youth Club | Produce a set of village drawings | £500 |
| Warmington Youth Forum | Games, IT and Leisure equipment | £1,000 |
| Dasset Magna Youth Project | Production of Quarterly Newsletter | £200 |
| Fenny Compton Parish Plan Steering Group | Production of Parish Plan | £950 |
| Southam Christmas Lights Association | Expansion of display | £1,000 |
| Stockton Church Holiday Club | Summer Holiday Activity Scheme | £100 |
| Lias Club | Summer Holiday Activity Scheme | £400 |
| Ufton Parish Council | Summer Holiday Activity Scheme | £50 |
| Southam Combined Churches Holiday Club | Summer Holiday Activity Scheme | £100 |
| Sunny Days Holiday Club | Summer Holiday Activity Scheme | £400 |
| St Mary's Childrens Club | Summer Holiday Activity Scheme | £400 |
| Summer Art at the Cutting Gallery | Summer Holiday Activity Scheme | £300 |
| ILEAP | Summer Holiday Activity Scheme | £1,298 * |
| ILEAP | 3 year partnership agreement for Saturday club | £780 * |
| West Warwickshire District Scouts | Centenary Celebrations | £450* |
| Warwickshire Association for the Blind | Drop in Centre | £1500* |
| | | |

* Grant was awarded by Executive as the project covers whole of district. For 2008/09 district wide grants will be split between the 3 area committees. The Figure shown above represents 30% of the grant awarded by executive.

This page has been left intentionally blank

EAST JOINT COMMITTEE**17 JUNE 2008**

Subject: Community Grants
Lead Officer: Contact Chris Wood on 01789 260640 or Martin Gibbins on 01789-290784
Portfolio Holders: Councillor Chris Williams (SDC)
Councillor Peter Fowler (WCC)

Summary

It is proposed that the Community Grants offered by Stratford on Avon District Council, and the equivalent grants offered by Warwickshire County Council, are combined into a single grants scheme awarded through the Joint Committees. The Joint Committee is asked its views on how the scheme should be operated; and asks that the Chair and Vice-Chair of the Committee represent it on a working party to progress this topic.

Recommendation

- (1) The Committee comments on the proposals for operating a combined grants scheme contained in this report;**
 - (2) The Chair and Vice-Chair of the Committee represent it on a working party to progress arrangements for a combined grants scheme.**
-

1 Background/Information

- 1.1 Following the establishment of 3 Joint Committees, the opportunity exists for the grants awarded at local level by both Warwickshire County Council and Stratford on Avon District Council to be integrated into a single scheme with two elements. The first element is to provide a fund that community groups apply to. The second is to provide a fund that supports project activity developed to address priorities identified by the Joint Committees.
 - 1.2 Advantages of such a scheme would include:
 - (a) Simplification of the process by which community organisations can secure grant funding, through a single process;
 - (b) Economies of scale in administration of the grants service;
 - (c) The opportunity to improve service quality by utilising the best aspects of the service currently offered by both authorities
 - (d) Enable projects to be supported that address local priorities
-

2 Financial Availability

- 2.1 Creation of a single unified grants fund will result in a potential overall pot of £397,020 per annum, made up as shown in figure A.

Figure A: Potential funding available through single grant fund

| Funding from Stratford-on-Avon District Council | Budget 2008/09 |
|--|-----------------------|
| Community Grants – Capital funding | £200,000 |
| Community Grants – Revenue funding | £44,000 |
| | |
| | |
| Funding from Warwickshire County Council | |
| Well being Fund | £63,890 |
| Social Inclusion Fund | £56,450 |
| Community Development Fund | £32,680 |
| | |
| | |
| TOTAL AVAILABLE | £397,020 |

- 2.2 It is proposed that a combined grants scheme operates from the September round of Joint Committee Meetings.
- 2.3 There are a number of significant differences in the way WCC and SDC operate their respective grants schemes. These differences, together with some suggestions on which might be adopted for the combined grants scheme, are shown in Appendix A.
- 2.4 In addition to the determination of grants, discussion is currently taking place on the creation of a shared service to administer the grants function, though that process is outside the remit of this report.

3 Options available to the Committee

- 4.1 The Committee is asked to comment on which approach it prefers in each of the areas shown in Appendix A.

4 Members' Comments

- 5.1 None Received

5 Implications of the proposal

5.1 *Legal/Human Rights Implications*

- 5.1.1 There are no adverse legal/human rights implications to this report Individual grant applications will be assessed before submission to the Joint Committee

5.2 *Financial*

- 5.2.1 No comments received

5.3 *Environmental*

- 5.3.1 All grant applicants are encouraged to adopt sound environmental principles as part of the delivery of their project.

5.4 ***Equality Impact Assessment***

- 5.4.1 There are no adverse legal/human rights implications to this report
Equality Impact will be considered as part of each grant application
presented to the Joint Committee.

6 Risk Assessment

- 6.1 Failure to identify solutions to the issues identified may adversely affect
the delivery of grants to the community and this could bring the Councils
into disrepute. This risk is assessed as LOW.
- 6.1.1 Risk assessment will be considered as part of each grant application
presented to the Joint Committee.

7 CONCLUSION

- 7.1 There are significant benefits to combining the Community Grants
offered by Stratford on Avon District Council, and the equivalent grants
offered by Warwickshire County Council. The Joint Committee is asked
its views on how a combined grants scheme should be operated; and
asked to agree that the Chair and Vice-Chair of the Committee represent
it on a working party to progress this topic with a view to reporting back
to the next meeting.

Robert Walsh
HEAD OF COMMUNITY SERVICES

Stratford-on-Avon District Council

David Carter
STRATEGIC DIRECTOR OF
PERFORMANCE AND DEVELOPMENT

Warwickshire County Council

This page has been left intentionally blank

MAJOR DIFFERENCES BETWEEN COMMUNITY GRANTS OFFERED BY STRATFORD-ON-AVON DISTRICT COUNCIL AND WARWICKSHIRE COUNTY COUNCIL

| Discussion Point | SDC | WCC | Suggestion Solution |
|-------------------------|---|--|---|
| 1. Maximum award | Offers percentage of total project cost based on criteria achieved (see section 5.) – the higher the number of criteria met, the higher the proportion of total project cost the grant level would normally be. | CDF - Offers a Maximum grant of £5,000 WBF/SIF – No upper limit per project | New process to be developed |
| 2. Grant approval | Committee decides based upon the report submitted to it | The Area Committee Funding sub-group considers applications and makes recommendations to Area Committee for decision. | Process to be reviewed |
| 3. Decision taking | Public allowed to make representations to Area Community Committee supporting their application but are excluded when funding decisions are made. | Funding sub group may seek clarification on project proposal. Public can speak and remain during Area Committee consideration of applications. Decisions are taken in public | |
| 4. Types of Funds | Separate revenue and capital grants funds that can only be used for a approved project | Makes no distinctions between revenue and capital. | Create one grants fund with no arbitrary financial or thematic constraints or divisions |

| Discussion Point | SDC | WCC | Suggestion Solution |
|---|---|--|--|
| 5. Criteria | Each application is scored against the objectives in the Council's Corporate Strategy. Additional points are added for projects targeted at areas of high deprivation; and those considered of particular value to the community. | CDF - applications are scored against CDF criteria that take account of deprivation, sustainability and other factors. WBF/SIF – Projects are developed that meet priorities for the Area Committee based on themes identified in LAA | LAA themes plus deprivation mapping. |
| 7. Officer Delegation | There is delegated authority for officers to award grants of up to £400 (describe circumstances and consultation) | £Nil | £500 |
| 8. Grants of District-wide significance | Referred to Executive committee | Grants/project funding can be awarded for schemes that cover the District | Community Grants encompassing more than 1 Joint Committee's boundaries could be considered by the Committees affected by the proposal. If all Committees agreed to award the grant, the funds would be allocated pro-rata to the target beneficiaries. |
| 9. Existing commitments | Unclaimed grants | Unclaimed grants | Allow to work through system. Re-negotiate at appropriate times in line with to-be-established criteria |

| Discussion Point | SDC | WCC | Suggestion Solution |
|-------------------------------|---|--|--|
| 10. Life of grant | With good mutually agreed reasons grant period (especially for construction related projects) may be extended for a number of years | Grants awarded must normally be claimed with 12 months. Extension of time may be given in exceptional circumstances. | Adopt WCC methodology |
| 11. Retrospective funding | Grants may be awarded to pay costs already incurred | Grants will not be awarded to pay costs already incurred | Adopt WCC methodology This is the usual stipulation with most grant giving bodies |
| 12. Grants to Parish Councils | Parish Councils are only eligible for grants for (a) Play Areas; or (b) Parish Plans | Will award grants to Parish Councils | |
| 13. Private membership clubs | Private membership clubs are eligible for Community Grants. | Private membership clubs are not eligible for grants except for schemes available to general public | Adopt WCC methodology |
| 14. Support for Projects | Does not commission work to meet priorities. | WBF & SIF commission projects to meet priorities identified by Area Committee | Adopt WCC methodology. Establish two funds: one for applications from the community (majority of funds) the second to support projects developed to address Joint Committee priorities. |

This page has been left intentionally blank

EAST JOINT COMMITTEE**17TH JUNE 2008**

Subject: Community Grants
Lead Officer: Contact Chris Wood on 01789 260640
Portfolio Holder: Councillor Chris Williams

Summary

To provide updated information on the budget available for Community Grants and details of applications received

Recommendation

That the Committee considers and awards rejects or defers grants as appropriate for the applications presented.

1 Background/Information

- 1.1 As mentioned earlier in the agenda, SDC and Warwickshire County Council officers have begun work to integrate the two authorities' grants services and it is planned that this integration will be in place in time for the September round of Joint Committee meetings. However, a number of applications to the SDC grants scheme have been received in the past few months, or are pending having been deferred at earlier SDC Area Committee Meetings due to lack of available budget or requiring further information.
 - 1.2 Details of the current SDC Grants Conditions and the approved scoring system that has been used to assess applications are contained within Appendix I. The resultant scores indicate to the Committee the level of grant aid that may be considered for each application.
 - 1.3 These are the first grants to be considered by the newly established Joint Committees. Please note however that the applications presented have been scored, for eligibility, using pre existing SDC criteria.
 - 1.4 Councillors may wish to consider deferring some applications to September when they will be assessed by the new joint criteria. To help with this each application has been judged to be either **time critical** or not and this information appears in the tabulated appraisal of each project. This judgment has been based purely on supporting documentation and written information provided on the application form.
 - 1.5 Comments have been incorporated into the report from WCC officers. The comments are based on:
 - Whether the application has been deemed time critical by SDC
-

- Whether the application would be recommended for a grant based on the criteria of the County Councils Community Development Fund
- Whether the application would be recommended for funding as a project in its own right

2 FINANCIAL INFORMATION

The total budgets available are detailed below. Committee is asked to consider the following grant requests:

2.1 Revenue

| | Balance | Grant Request | Time critical? |
|--|----------------|----------------------|-----------------------|
| Initial allocation | £13,200 | | |
| Previously awarded or allocated | £ 1,600 | | |
| Agreed Summer 08 Playscheme Grants | | | |
| <ul style="list-style-type: none"> • Lias Summer Playscheme, Long Itchington (£400) • Summer Arts at the Cutting Gallery, Stockton (£400) • St Mary's Children's Club, Southam (£400) • Wellesbourne Summer Playscheme (£400) | | | |
| Total Amount Available for Allocation | £11,600 | | |
| Application - Allocate to Summer Activity Voucher Scheme | | £1,500 | Yes |
| Application No 840 Stockton News | | £600 | No |
| Application No 833 St James Church, Southam | | £1,000 | Yes |
| The following applications are judged to have potential for District Wide benefits Consequently the grant requests have been apportioned as follows... 30% East, 34% West and 36% Central These figures are based on population levels and also represent the percentage of Grant Funding made available to each committee in 2008/2009 | | | |

| | | | |
|--|---------------|---------------|-----|
| Application No 784 Young Enterprise South Warwickshire Please note this is a district wide project. The figures shown represent 30% of the total requested | | £1,200 | Yes |
| Application No 843 ILEAP Please note this is a district wide project. The figures shown are 30% of the total requested | | £750 | Yes |
| Application No 828 Orchestra of the Swan Please note this is a district wide project. The figures shown are 30% of the total requested | | £1,650 | No |
| Total amount of new requests | | £6,700 | |
| Balance to carry forward if all applications are awarded the requested amount. | £4,900 | | |

| | |
|------------------------------|---|
| Applicant | Summer Activity Voucher Scheme - Revenue |
| Project | This annual scheme provides free activity vouchers to young people living in Stratford On Avon District whose families are in receipt of means-tested benefits. This enables them to take part in summer activity schemes from which they may otherwise be excluded. |
| SDC Corporate Aims Met | One Point <i>Aim 1 A District where everyone shares in an improved quality of life</i> |
| Deprivation Mapping | One point |
| Value to Community | One point Significant number of users |
| Equality Impact Assessment | There will be no negative impact on any sector of the community. |
| Risk Assessment | This scheme has been run since 2005. It is administered by SDC. The project is therefore assessed as Low Risk . |
| Outcomes To be achieved | <ul style="list-style-type: none"> Over 500 children from deprived families to take part in scheme Revenue support and therefore viability for all summer play schemes taking part across the district. |
| Total Project Cost | £20,000 |
| Grant Request | £1,500 (30% of total £5,000 requested) |
| Financial Appraisal | Contained within blue confidential papers |
| Project Rating | Three points High priority – may be considered for 30% - 35% of total project cost i.e. £6,000 –£7,000 Award should be within the range of £1,800 – £2,450 representing the 30% allocation to East Committee. |
| Notes | This scheme is match funded by WCC and Stratford Town Trust. The scheme is district wide and the application has been split between the 3 area committees. Grant applications will be considered by the 2 other Area Committees on 17 th and 26 th June. |
| Is Application time critical | Yes |
| WCC Comments | This scheme meets the criteria for a WCC grant and has been part funded by WCC each year. |

| | |
|------------------------------|---|
| Applicant | Stockton News – 840 - Revenue |
| Project | Start up costs for village magazine |
| Corporate Aims Met | One Point Aim 1 – A District where everyone shares in an improved quality of life |
| Deprivation Mapping | n/a |
| Value to Community | One Point The requirement for a village newspaper was identified in the Parish Plan |
| Equality Impact Assessment | There will be no negative impact on any sector of the community |
| Risk Assessment | Other funding applications are still pending and business sponsorship has yet to be secured. Therefore the project is assessed as a high risk |
| Outcomes To be achieved | <ul style="list-style-type: none"> • Community information disseminated on a regular basis • To become self sustaining after year 1 • Encourage community cohesion |
| Total Project Cost | £2,100 |
| Grant Request | £600 |
| Financial Appraisal | Contained within blue confidential papers |
| Project Rating | Two points Medium priority – may be considered for 20% - 25% of the adjusted total project cost i.e. £420 - £525 |
| Notes | |
| Is Application time Critical | No. The Group are still in the process of securing business sponsorship which is required to progress the project. |
| WCC Comments | No comments provided |

| | |
|------------------------------|--|
| Applicant | St James Church Southam – 833 - Revenue |
| Project | Celebr8 – Fun in the Sun – Family Fun Day |
| Corporate Aims Met | One Point <i>Aim 1 A District where everyone shares in an improved quality of life</i> |
| Deprivation Mapping | One point |
| Value to Community | One point The requirement for a family fun day was originally inspired by a Vision for Southam event |
| Equality Impact Assessment | There will be no negative impact on any sector of the community |
| Risk Assessment | The applicant has secured the majority of matched funding. A similar event – party in the park – has been a previous success. Therefore the project is assessed as Low Risk . |
| Outcomes To be achieved | <ul style="list-style-type: none"> • High Attendance numbers • Strengthening of community relationship |
| Total Project Cost | £4,114 |
| Grant Request | £1,000 |
| Financial Appraisal | Contained within blue confidential papers |
| Project Rating | Three points High priority – may be considered for 30% - 35% of the adjusted total project cost i.e. £1,234 - £1,440 |
| Notes | |
| Is Application time Critical | Yes. This event is scheduled to take place in Summer 2008. |
| WCC Comments | The application would not meet the required criteria for funding as the WCC local grants scheme does not fund events/festivals |

| | |
|-----------------------------------|--|
| Applicant | Young Enterprise South Warwickshire -782 - Revenue |
| Project | Provide educational programmes in primary and secondary schools to help young people understand and give them personal experience of how business works |
| Corporate Aims Met | Two points Aim 1 A district where everyone shares in an improved quality of life Aim 3 A district where business and enterprise can flourish |
| Deprivation Mapping | n/a |
| Value to Community | One Point This project benefits a significant number of users. |
| Equality Impact Assessment | There will be no negative impact on any sector of the community |
| Risk Assessment | The majority of the funding is already in place and the project is therefore assessed as low risk. |
| Outcomes To be achieved | <ul style="list-style-type: none"> • 1300 pupils to attend the programme • 10 companies to be registered and participating in the National Trade fair in Stratford Upon Avon • A target of 14 schools to participate in programme |
| Total Project Cost | £21,250 |
| Grant Request | £1,200 (30% of total £4000 requested) |
| Financial Appraisal | Contained within blue confidential papers |
| Project Rating | Three points High priority – may be considered for 30% - 35% of total project cost i.e. £6,375 - £7,437. Award should be within the range of £1,912 – £2,231 representing the 30% allocation to East Committee. |
| Notes | As this project is district wide the application has been divided between the 3 area committees. Grant applications will be considered by the 2 other Area Committees on 17 th and 26 th June. This organisation received a grant of £2,250 from SDC in 2005. |
| Is the Application Time Critical? | Yes. Activities are planned to run from September 08 – July 09 so funding needs to be secured in advance in order to plan activities |
| WCC Comments | Unable to assess against WCC grant criteria based on the information provided. Need information on any links to the work of the County Council's Education Business Partnership. |

| | |
|-----------------------------------|---|
| Applicant | Orchestra of the Swan – 828 - Revenue |
| Project | Enable a series of workshops and performances in community venues. |
| Corporate Aims Met | One point Aim 1 A district where everyone shares in an improved quality of life |
| Deprivation Mapping | One Point |
| Value to Community | One Point A Significant number of users will benefit from this project |
| Equality Impact Assessment | There will be no negative impact on any sector of the community |
| Risk Assessment | No other funding is in place with other grant applications pending. This group has successfully funded and run this event in previous years. The application is therefore considered Medium Risk. |
| Outcomes To be achieved | <ul style="list-style-type: none"> • Encourage a large number of adults to attend concerts • Encourage a large number of children to participate in educational projects • Improve quality of life for care home residents |
| Total Project Cost | £7,128 |
| Grant Request | £1,650 |
| Financial Appraisal | Contained within blue confidential papers |
| Project Rating | Three points High priority – may be considered for 30% - 35% of total project cost i.e. £7,128 - £8,316 |
| Notes | As this application is district wide it has been split between the 3 area committees. 2 other grant applications will be considered by the other Area Committees on 19 th and 26 th June. This group previously received a 3-year arts grant from SDC of £2,975 per year from 2005 – 2007. |
| Is the Application Time Critical? | No. The event takes place from October 2008 – June 2009. |
| WCC Comments | The application would not meet the required criteria for funding as the WCC local grants scheme does not fund events/festivals |

| | |
|-----------------------------------|--|
| Applicant | ILEAP- 843 - Revenue |
| Project | A comprehensive program of leisure activities for disabled and non-disabled people during the Summer Holidays. |
| Corporate Aims Met | Two point Aim 1 A district where everyone shares in an improved quality of life Aim 3 A district where business and enterprise can flourish |
| Deprivation Mapping | One point |
| Value to Community | N/a |
| Equality Impact Assessment | There will be no negative impact on any sector of the community |
| Risk Assessment | Some funding secured, with the majority of grant decisions pending. The organisers of this scheme have considerable expertise acquired over previous years that the scheme has run. This project is therefore assessed as Low Risk. |
| Outcomes To be achieved | <ul style="list-style-type: none"> • 100 people taking part in their chosen leisure pursuits during the summer holidays • 200 parents/careers receive a short break from caring • Training of volunteers |
| Total Project Cost | £6,945 |
| Grant Request | £750 |
| Financial Appraisal | Contained within blue confidential papers |
| Project Rating | Three point High priority – may be considered for 30% - 35% of total project cost i.e. £6,945 - £8,102 |
| Notes | <p>ILEAP have a 3 year funding agreement with SDC for £2,600 pa to provide a bi-weekly Saturday club. This runs until 2009.</p> <p>Grants were awarded by SDC of £2,568 and £4,325 respectively for their 06 and 07 summer activity schemes.</p> <p>As this application is district wide it has been split between the 3 area committees. The 2 other applications will be considered on 19th and 26th June.</p> |
| Is the Application Time Critical? | Yes. This holiday activity scheme takes place summer 2008. |
| WCC Comments | The application meets the criteria for a WCC local grant. |

2.2 Capital

| | Balance | Grant request | Time Critical? |
|---|----------------|----------------------|-----------------------|
| Initial allocation | £60,000 | | |
| Previously awarded or allocated | | £0 | |
| Application No 821 Ratley Village Hall | | £15,000 | Yes |
| Application No 827 Stockton Community Church | | £10,000 | Yes |
| Application No 826 Wellesbourne Parish Council | | £8,042 | Yes |
| Balance to carry forward if all applications are awarded the requested amount. | £26,958 | | |

| | |
|------------------------------|--|
| Applicant | Trustees of Ratley Village Hall – 821 - Capital |
| Project | Major Refurbishment of Ratley Village Hall |
| Corporate Aims Met | One Point <i>Aim 1 A District where everyone shares in an improved quality of life</i> |
| Deprivation Mapping | |
| Value to Community | One point The need for an improved hall was identified as part of the parish plan. |
| Equality Impact Assessment | There will be no negative impact on any sector of the community |
| Risk Assessment | The applicant's external funding application has reached the final stages for Lottery funding, which included a Lottery award of £12,500 to support their project plan. The property is owned by the applicant. The project is therefore assessed as Low Risk . |
| Outcomes To be achieved | <ul style="list-style-type: none"> • Increased accessibility • Additional activities that met community needs • Reduced running costs through improved energy efficiency |
| Total Project Cost | £331,139 |
| Grant Request | £15,000 |
| Financial Appraisal | Contained within blue confidential papers |
| Project Rating | Two points Medium priority – may be considered for 20% - 25% of the adjusted total project cost i.e. £66,228 - £82,785 |
| Notes | A previous grant of £5,000 was awarded by SDC in June 2005 towards this project. This grant was used for the project start-up to cover feasibility study and architects fees. |
| Is Application time Critical | Yes. The group has been selected for the final round of the community buildings Lottery fund. Their application for a £265,000 grant depends on other local funding being secured. Deadline is 31 st August. |
| WCC Comments | This application meets the criteria for the WCC grant scheme. |

| | |
|------------------------------|---|
| Applicant | Stockton Parochial Church Council – 827 – Capital |
| Project | Re-ordering and extension of Church Building to make it a useable facility for the whole community including facilities for public internet use and rural cinema, meeting rooms, children’s play area/crèche, baby changing facilities and disabled access. |
| Corporate Aims Met | One Point <i>Aim 1 A District where everyone shares in an improved quality of life</i> |
| Deprivation Mapping | n/a |
| Value to Community | One point The parish plan published in 2006 fully supported the need for this project |
| Equality Impact Assessment | There will be no negative impact on any sector of the community |
| Risk Assessment | The applicant has already raised over £200,000 and needs to secure remaining £50,000. The property is owned by the applicant. Therefore the project is assessed as Low Risk . |
| Outcomes To be achieved | <ul style="list-style-type: none"> • Increased usage by the local population • Increased accessibility • Preservation of Grade II listed building |
| Total Project Cost | £265,000 |
| Grant Request | £10,000 |
| Financial Appraisal | Contained within blue confidential papers |
| Project Rating | Two points Medium priority – may be considered for 20% - 25% of the adjusted total project cost i.e. £53,000 - £66,250 |
| Notes | |
| Is Application time Critical | Yes The final stage of this major project cannot be completed until the final funding in place. Unnecessary costs with contractors will be incurred if work is delayed. |
| WCC Comments | Unable to assess against WCC grant criteria based on the information provided. |

| | |
|------------------------------|--|
| Applicant | Wellesbourne Parish Council- 826 – Capital |
| Project | Replacement of worn out and non compliant play equipment |
| Corporate Aims Met | One Point <i>Aim 1 A District where everyone shares in an improved quality of life</i> |
| Deprivation Mapping | One point |
| Value to Community | One point In line with village appraisal |
| Equality Impact Assessment | There will be no negative impact on any sector of the community |
| Risk Assessment | The applicant has secured all of remaining funding. The parish council owns the playground. Therefore the project is assessed as Low Risk . |
| Outcomes To be achieved | <ul style="list-style-type: none"> • Health and safety of children using play area • Play equipment complies with current legislation |
| Total Project Cost | £16,084 |
| Grant Request | £8,042 |
| Financial Appraisal | Contained within blue confidential papers |
| Project Rating | Three points High priority. The project is also for a play area and so may be considered for up to 50% of the total project cost i.e. £8,042 |
| Notes | |
| Is Application time Critical | Yes. One swing has been closed off for 7 months and the remaining swing does not comply with current standards. Removal of the remaining swing would result in a lack of play facilities during the peak usage Summer months. |
| WCC Comments | Unable to assess against WCC grant criteria based on the information provided. |

Main Conditions Relating to the Community Grants Scheme

Eligibility

- 1.** Town and Parish Councils are not eligible to apply for grants from Stratford-on-Avon District Council, except for play area, formally approved Village/Parish/Town Plan, Appraisal, Market Town Healthcheck or Vision related grants, identified within approved action plans.
- 2.** Expenditure by a religious organisation will only be considered for grant aid where it specifically relates to the adaptation or improvement of facilities for non-religious, community leisure and recreational purposes.
- 3.** Applications for grant aid for expenditure on projects outside the Stratford on Avon District Council's area will only be considered where it can be clearly demonstrated that such expenditure will be of benefit to residents of the District.
- 4.** Applications by an Educational Authority, or establishment, will only be considered for grant aid where the project would directly benefit the leisure and recreational needs of the general community.

Frequency and Amount

- 5.** A group will only be awarded one grant within any 24-month period, except for where a Partnership Agreement is in place, or where the applicant is applying for an annual event or festival, or where an Area Community Committee for specific reasons deems a project high priority. Where further funding will be sought within the 24-month period, a group should present details of its estimated income and expenditure for the period.
- 6.** Stratford-on-Avon District Council will only normally make grants of up to 25% of total project costs. This sum can be increased at an Area Community Committee's discretion if the project is identified as high priority.
- 7.** Stratford-on-Avon District Council will only award grants (up to a maximum of 50% of total project costs) for play area projects which meet the standards adopted in the Minimum Requirements for Play Areas. No grants will be given to those play area projects that do not meet the standards.

Supporting Evidence

- 8.** In support of the application, the Council will require up-to-date accounts from the organisation together with three quotations for undertaking the necessary work. (If obtaining three quotations for the project is not possible/appropriate, an application may still go forward subject to consultation with a Grants Officer). Any grant offered would be based on the lowest quotation received. However, if the work is proposed to be undertaken on a self-help basis, details should be submitted of the actual cost of the materials to be used in order that an appropriate level of grant aid can be made.

9. Notification should be received from the local Parish or Town Council that they are prepared to give support, preferably in financial terms, to the scheme concerned. Account will be taken of efforts made by the applicant organisation to raise funds for the project themselves.

If An Application is Successful...

10. A substantial amount of the work included within the project should be completed by the end of the financial year in which the grant award is made.
11. A Post-Implementation Safety Check, for which the applicant group is responsible, will be required for capital projects. The purpose of this is to verify full compliance with any legal requirements. The cost of a Safety Check may be included within the grant application. *(Please note, for play area projects, a post installation inspection must be carried out by a RoSPA or RPII inspector – details can be found at www.playinspectors.com).*
12. Appropriate steps should be taken for on-going maintenance (Please note that Stratford on Avon District Council cannot support on-going running costs associated with an organisation, eg maintenance and future replacement equipment costs).
13. The District Council's contribution should be recognised in any promotional material or events relating to the project. Grant-aided organisations will be expected to co-operate with the District Council in any promotional activity arising from grant awards.
14. Feedback will be required following the completion of the project, to establish whether the original stated objectives are achieved. The format the feedback takes will depend on the size of the grant award.
1. If the cost or scope of the scheme or project varies significantly from the original application, the Council must be informed as soon as possible.

Scoring System

Each application will be scored against the following criteria:

Corporate Strategy Aims (1 point for 1 Aim met or 2 points for 2 or more Aims met):

Aim 1: A District where everyone shares in an improved quality of life

- Objectives:*
- 'Residents feel able to influence Council decisions'*
 - 'Residents have easier access to local public services'*
 - 'More housing is available at a price local people can afford'*
 - 'More people enjoy a healthier lifestyle'*
 - 'Fear of crime and anti-social behaviour is reduced'*

Aim 2: A Clean & Green District

- Objectives:*
- 'Reduce the risk of Flooding'*
 - 'A high quality environment'*
 - 'Increased recycling and less waste sent to landfill'*
 - 'Reduction in the Councils carbon footprint'*

Aim 3: A District where business and enterprise can flourish

- Objectives:*
- 'Increased economic vitality of the four main market towns'*
 - 'Expanding local businesses are able to remain in the district'*
 - 'Increased value of the visitor economy across the whole district'*
 - 'Improve the skills of the working population'*

Deprivation Mapping (One point):

This refers to the Parish in which a project is situated. A point can be scored if the number of households, within the Parish, and in receipt of means-tested benefits exceeds the District average, ie 13.5%. (NB: figures used are 2006 Parish Deprivation Figures).

Value to Community (One point):

To recognise issues such as significant numbers of users, rural isolation, accessibility, schemes arising from Parish Appraisals, etc.

Percentage Grant Award:

Low Priority: 10 – 15% (0 or 1 point)

Medium Priority: 20 – 25% (2 points)

High Priority: 30 – 35% (3 points)

ACCs must award grants within the respective bands unless they give clear reasons why they wish to give a different percentage grant. These reasons must be stated in the Committee's Notice of Decision.

- 2.3 The grant requests are listed above. Recommended levels of grant award are shown with each individual application; however these sums may be increased or decreased at the discretion of the Committee.

3 Options available to the Committee

The Committee has the option in each case of awarding, rejecting or deferring grant requests.

4 Members' Comments

- 4.1 Any comments received will be listed under the individual grant application.

5 Implications of the proposal

5.1 *Legal/Human Rights Implications*

- 5.1.1 There are no legal/human rights implications to this report

5.2 *Financial*

- 5.2.1 See 2.1 and 2.2 above

- 5.2.1 The grant requests are listed above. Recommended levels of grant award are shown with each individual application; however these sums may be increased or decreased at the discretion of the Committee.

5.3 *Environmental*

- 5.3.1 Successful applicants will be encouraged where appropriate to adopt sound environmental principles when delivering their project

5.4 *Corporate Strategy*

- 5.4.1 The extent to which each applications supports delivery of the Council's Corporate Strategy is identified within the details provided

5.5 *Equality Impact Assessment*

- 5.5.1 An equality impact assessment is included with each proposal

6 Risk Assessment

- 6.1 A risk assessment is included with each proposal

7 CONCLUSION

- 7.1 That the Committee considers and awards, rejects or defers grants as appropriate for the applications presented.

Robert Walsh

HEAD OF COMMUNITY SERVICES

This page has been left intentionally blank

Document is Restricted

This page has been left intentionally blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Item 10

Appendix 2

Document is Restricted

This page has been left intentionally blank

Document is Restricted

This page has been left intentionally blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Item 10

Appendix 4

Document is Restricted

This page has been left intentionally blank

Document is Restricted

This page has been left intentionally blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Item 10

Appendix 6

Document is Restricted

This page has been left intentionally blank

Document is Restricted

This page has been left intentionally blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Item 10

Appendix 8

Document is Restricted

This page has been left intentionally blank

Document is Restricted

This page has been left intentionally blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Item 10

Appendix 10

Document is Restricted

This page has been left intentionally blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Item 10

Appendix 11

Document is Restricted

This page has been left intentionally blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Item 10

Appendix 12

Document is Restricted

This page has been left intentionally blank

Document is Restricted

This page has been left intentionally blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Item 10

Appendix 14

Document is Restricted

This page has been left intentionally blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Item 10

Appendix 15

Document is Restricted

This page has been left intentionally blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Item 10

Appendix 16

Document is Restricted

This page has been left intentionally blank

EAST JOINT COMMITTEE**17 JUNE 2008****Subject: Proposal to declare a Dog Control Order for the District****Lead Officer: Steve Haresnape****Contact on 01789 260854****Lead Member/
Portfolio Holder:****Stratford District Councillor S Jackson**

Summary

This report contains proposals to introduce a dog control order under the Clean Neighbourhoods and Environment Act 2005 (CNEA), to replace the existing powers and to provide improved powers for enforcement against dog fouling across the whole of the Stratford District.

Recommendation

That the Committee approves the adoption of a Stratford District wide Dog Control Order, as described in this report.

1 Background/Information

- 1.1 Dog fouling enforcement legislation, contained within the Dogs (Fouling of Land) Act 1996 and subsequent regulations, gave powers to district councils to issue fixed penalty notices (FPN) to, or prosecute dog owners who allowed their dogs to foul public open space and did not clean up the mess.
- 1.2 The powers were very specifically for use by authorised Stratford District Council Officers and were only for use on land specified within the local Enforcement Order.
- 1.3 Stratford District Council adopted these powers in 1997 and the order specifies that it is an offence to fail to clean up after your dog has defecated in the following areas:
 - Carriageways with a speed limit of 40 miles an hour or less and the adjoining pathways and verges;
 - Parks, open spaces and public recreational areas;
 - Playing fields (including school playing fields);
 - Open air sports grounds.
- 1.4 There were some exemptions:
 - Carriageways with a speed limit of more than 40 miles an hour and the land alongside;
 - Land used for agriculture;
 - Land which is predominantly marshland, moor or heath;

- Rural common land.
- 1.5 It is possible to continue using these powers, but their limitations are:
- that the public now has access to many more areas of land than in 1997 due to housing development on what was agricultural land. Adopting CNEA will enable these new areas to be covered.
 - Only Stratford District Council Officers can enforce the old legislation. This is an onerous responsibility on the sole Dog Warden. CNEA now extends those powers to trained officers of Town and Parish Councils (TPCs) and those working on their behalf.
- 1.6 In September of last year all TPCs were invited to a meeting to determine the level of willingness on their behalf to take on these extra duties. It is fair to say that there was little uptake, despite the offer of help with setting up and training. However, some Parish Councils have responded to say that they can use Police and Community Support Officers (PCSOs), provided that the new powers are adopted by Stratford District Council.
- 1.7 **Dog Control Areas**
- 1.7.1 To introduce such an area the Dog Control Orders (Procedures) Regulations 2006 sets out a prescribed process which must be followed.
- 1.7.2 Guidance issued by Defra states that the following must be taken into account:
- The Order must be shown to be a necessary and proportionate response to dog problems.
 - The Authority must show that they have balanced the interests of those with dogs and those affected by dog problems.
 - The Authority should also consider the potential problems of enforcing the order.
 - If an authority is considering making an order which would affect open access land then it must consult the appropriate access authority. Access land and appropriate access authorities are as defined in the Countryside and Rights of Way Act 2000.
- 1.7.3 In consideration of the points raised in 1.7.2 above the following issues have been taken into account:
- Stratford District Council receives in excess of 60 queries about dog fouling every year;
 - Dog fouling is regularly in the top 5 environment problem issues on surveys;
 - To show that the use of these powers is necessary and proportionate is a key test and should not be taken lightly. In this respect, the problems of disease associated with dog faeces are well documented nationally. The introduction of these powers could not, therefore, be seen to be disproportionate or unnecessary;
 - There are already 280 'dog foul bins' around the Stratford District, and the District Council's waste management services advise that bagged dog foul can be placed in the normal waste stream. This clearly takes the interests of dog owners into account;
 - Stratford District Council employs only one Dog Warden and the introduction of this legislation will enable this service to be increased by

using the facilities of Town and Parish Councils, together with Police and Community Support Officers. Stratford District Council must consult with any other Primary or Secondary Authority in the area.

- 1.7.4 A notice setting out the Dog Control Order proposal has to be published in a local newspaper. This shall:
- Identify the land;
 - Summarise the Dog Control Order;
 - State where any maps can be inspected, where a map is referred to;
 - Give the address and email address to which representations are to be sent and specify the date by which they must be made, which must not be less than 28 days after the publication of the notice.
- 1.7.5 At the end of the consultation period the authority must consider any representations and, if major changes are required, they must start the whole process again.
- 1.7.6 If the decision is to continue, the authority must decide when the Order will come into force.
- 1.7.7 This date must be at least 14 days from the date which the Order is made.
- 1.7.8 At least 7 days before the order comes into force the authority must publish a notice in a local newspaper stating:
- That the Order has been made;
 - Where the Order can be inspected and where copies can be obtained from.
- 1.7.9 A copy of the Order has to be published on the Stratford District Council website.
- 1.7.10 Copies of the Order have to be sent to access authorities, if any. (See 1.7.2 above).

1.8 Procedure following making of the order

- 1.8.1 Where practicable signs should be erected:
- In conspicuous positions on or near the land summarising the Order.
 - At the edge of area or at regular intervals in the area.

2 Options available to the Committee

- 2.1 The Committee can decide to continue with current legislation
- 2.2 The Committee can decide to introduce the new legislation, using the same designation as in 1.3 and 1.4 above.

3 Implications of the proposal

3.1 Legal

- 3.1.1 Comments contained within the body of the report

3.2 Financial

- 3.2.1 Cost of advertising, training and overtime are within budget. There is currently no budget for signs. Nevertheless as there are many signs already erected this is not considered to be a significant issue.

3.3 **Environmental**

- 3.3.1 Ensuring that dog mess is cleared up will have a significant effect on public perception of the local environment.

3.4 **Corporate Strategy**

- 3.4.1 The recommendations contained within this report relate directly to Stratford District Council's Corporate Strategy Aim 2: A clean and green district – providing a high quality environment.

3.5 **Equality Impact Assessment**

- 3.5.1 This report balances the needs of the dog owning community with the needs of the general population to live in a green and pleasant environment

4 **Risk assessment**

- 4.1 Without the adoption of these powers Stratford District Council is at risk of failing to achieve the targets set within its Corporate Strategy.

5 **Conclusion**

- 5.1 This subject is one that constantly raises queries from the public, not least because the after-effects of dog fouling are so unpleasant.
- 5.2 Currently the lack of availability of enforcement staff means that it is virtually impossible to formally control the problem.
- 5.3 The introduction of the new legislation will give Stratford District Council, and its partner organisations, more chance of providing an effective control.

Robert Weeks
HEAD OF ENVIRONMENT

Background papers:

Clean Neighbourhoods and Environment Act 2005

Dog Control Orders (Procedures) Regulations 2006

Dog Control Orders (Prescribed Offences and Penalties, etc) Regulations 2006

Countryside and Rights of Way Act 2000

REPORT INFORMATION SHEET

Please complete and submit to Committee Services with draft report

| | | |
|---|--|--|
| COMMITTEE/DATE | EXECUTIVE COMMITTEE – 30 JUNE 2008 | |
| ITEM NO/TITLE OF REPORT | Proposal to declare a dog control order for the district | |
| CONSULTATIONS UNDERTAKEN | | |
| CONSULTEE | ✓ | DETAILS / DATE OF CONSULTATION / COMMENTS RECEIVED |
| WARD MEMBERS | | |
| COMMITTEE CHAIRMAN/ PORTFOLIOHOLDER * <i>*Required</i> | | COUNCILLOR LES TOPHAM COUNCILLOR SIMON JACKSON |
| FINANCIAL SERVICES * <i>*Required</i> | ✓ | RICHARD BURRELL – SENT 30 APRIL 2008 |
| LEGAL SERVICES * <i>*Required</i> | ✓ | LIAM NEVIN – SENT 30 APRIL 2008 REBECCA THOMPSON – SENT 1 MAY 2008 |
| OTHER SERVICES | | |
| OTHER ORGANISATIONS | | |
| FINAL DECISION BY THIS COMMITTEE OR RECOMMENDATION TO ANOTHER COMMITTEE/COUNCIL ? | | FINAL DECISION RECOMMENDATION TO : EXECUTIVE / COUNCIL COMMITTEE <i>Delete as appropriate</i> |
| DOES THIS REPORT CONTAIN EXEMPT INFORMATION? IF SO, UNDER WHICH PARAGRAPH(S) ? | | No YES, PARAGRAPHS : <i>Delete as appropriate</i> |
| DOES THIS REPORT RELATE TO A KEY DECISION (REFERRED TO IN THE EXECUTIVE FORWARD PLAN) | | No YES, FORWARD PLAN ITEM – SCHEDULED FOR (date) <i>Delete as appropriate</i> |

This page has been left intentionally blank

EAST JOINT COMMITTEE**17 JUNE 2008**

Subject: Bishop's Itchington Parish Plan
Lead Officer: Karen Johnstone
Contact on 01789 260332
**Lead Member/
Portfolio Holder:** Stratford District Councillor S Beese

Summary

This report sets out the assessment of the Bishop's Itchington Parish Plan. Bishop's Itchington Parish Council adopted the Plan on 3 March 2008.

Recommendation

- (1) That the Parish Plan is adopted as a local information source to offer advice to the relevant departments of Stratford District Council.**
 - (2) That the Parish Plan is adopted as a material consideration in processing planning applications, in accordance with Policy COM.1 of the Local Plan Review.**
 - (3) That the Parish Plan steering group, Parish Council and the residents of Bishop's Itchington Parish be commended for preparing their Parish Plan and that they are encouraged to implement and review their Action Plan.**
-

1 Background/Information

- 1.1 Parish Plans are community-led projects identifying and surveying the assets, needs, opportunities, problems and solutions of a community. Through 'capacity' and 'consensus building', Parish Plans provide communities with a framework to take stock of the present and to plan for the future.
 - 1.2 The momentum for Parish Plans is continually increasing, with many of the communities in the district having completed or in the process of undertaking detailed Parish Plans or Appraisals with associated recommendations and Action Plans. Further background information on the process is included in Appendix B.
 - 1.3 **Background to the submitted Bishop's Itchington Parish Plan**
 - 1.3.1 In October 2005 the Parish Council organised a public open meeting to launch the Parish Plan, and a Parish Plan Steering Group was formed as a result. The Plan was funded by a community grant from the Dasset Area Community Committee of Stratford District Council, funding from
-

the Parish Council, and contributions in kind from many volunteers. Throughout the process 'Scene' (the village magazine delivered free to every household), public events, and posters in local clubs and pubs, were used to advertise events and report back on progress.

- 1.3.2 A series of focus groups were held with various organisations and age groups within Bishop's Itchington. Once the issues from each of the groups were known, this information was used to devise separate sets of questionnaire for adults, young people, and children. The Steering Group employed an independent company to formulate the questionnaires and analyse the results. In July 2006, the questionnaires were delivered to each household (approximately 900) in the parish. 376 households completed the questionnaire, giving a response rate of almost 42% which is statistically sound. Prima Services analysed the results and produced a full report which is available on the Bishop's Itchington Parish website. The initial findings were presented at a well-attended Open Meeting where local residents endorsed the findings.
- 1.3.3 The steering group drafted the Parish Plan and Action Plan informed by the findings, and consulted main partners involved in actioning the Plan. A further Open Meeting was held to obtain residents' approval, and minor modifications to the action plan were made as a result.
- 1.3.4 The Parish Council adopted the Parish Plan 3 March 2008 and will oversee its implementation. The Parish Council is due to hold a special meeting to agree how the actions will be taken forward; it is likely that small working parties will be formed to taken forward different aspects and report back to the Parish Council on a regular basis. Some of the actions have already been completed or partially completed.

1.4 **Bishop's Itchington Parish Plan findings**

- 1.4.1 The findings of the Parish Plan, which have informed the Action Plan, cover:
 - The Environment
 - Planning and Housing
 - Transport and Highways
 - Village Amenities
 - Education and Training.

The Parish Plan has been prepared employing a range of community participation techniques including questionnaire surveys, public forums and a transparent process of reporting back to the community on progress. The process has generated a range of statistical and qualitative data that has informed the Action Plan and is a useful information source.

- 1.4.2 Suggested response: Endorse – that the findings of the Bishop's Itchington Parish Plan be endorsed as a true representation of the topics addressed by the Parish Plan questionnaire.

1.5 **Bishop's Itchington Action Plan**

- 1.5.1 Analysis and responses to the Action Plan are provided in Appendix C, and the following analysis and comments should be read in conjunction with the Bishop's Itchington Parish Plan Action Plan.

- 1.5.2 The policy position of the Local Plan Review is supportive of the Action Plan points relating to planning, the environment and land use. Many of the actions identified can be undertaken entirely by the village itself. Stratford District Council can offer advice and support in undertaking some actions, and offer help in locating funding. Progress has already been made in taking forward actions. Stratford District Council Housing Team and Warwickshire Rural Community Council welcome the action proposing ongoing work on local housing needs and can provide help in this area.
- 1.5.3 In addition to the action to provide PC and internet access, the Parish Council is encouraged to consider further actions that could meet the identified need for young people's facilities.

2 Options available to the Committee

- 2.1 A) Adopt the Parish Plan fully: This is a good, well-prepared Parish Plan that would be a valuable local information source and material consideration.
- 2.2 B) Adopt parts of the Parish Plan: If there are any concerns with certain aspects of the Parish Plan, this option would allow Stratford District Council to use selected aspects of the Plan in its decision making and as a local information source. No reasons have so far been identified to make this option necessary.
- 2.3 C) Not adopt the Parish Plan: Stratford District Council would miss the opportunity to adopt a useful source of local information, and a material consideration to aid planning decision-making.

3 Members' Comments

- 3.1 Stratford District Council Ward Member Cllr Patrick gave the following comment: "The people of Bishop's Itchington are to be congratulated on their hard work in producing a fine, robust Parish Plan, which I hope the Area Committee will be happy to endorse."

4 Implications of the proposal

4.1 *Legal/Human Rights Implications*

- 4.1.1 If adopted, the Parish Plan will become a material consideration to be taken into account when determining planning applications. The Plan does not conflict with Stratford District Council's policies.

4.2 *Financial*

- 4.2.1 Projects developed through this Parish Plan may need funding to take them forward and the recommendations contained in this report should be contained within existing budgets. Stratford District Council operates a Community Grants Scheme aimed at funding these types of projects, and the Community Grants team may be able to help search for appropriate funding sources. It is hoped that the Parish Council and local residents will consider and pursue funding in order to develop their identified action points.

4.3 *Environmental*

- 4.3.1 Many of the actions within this Parish Plan aim to increase the sustainability of life within the village by reducing the need to travel to

access activities and services and improving the environment for pedestrians.

4.4 Corporate Strategy

4.4.1 The Parish Plan is a useful source of information about local community perception of their locality. The Stratford District Community Plan and Stratford District Council Corporate Strategy support the range of topic areas and policies in the Action Plan. The Parish Plan also complements and helps move forward Stratford District Council's Agenda 21.

4.5 Equality Impact Assessment

4.5.1 The consultation for the Plan provided everyone within the community with an opportunity to comment.

5 Risk assessment

5.1 The actions recommended within this report are to commend those involved in the preparation of the Parish Plan, adopt the Parish Plan as a local information source and adopt it as a material consideration. There are no identified major risks associated with these actions.

5.2 Choosing to not adopt the Parish Plan would risk losing the chance to adopt a valuable source of local information and a useful material consideration to aid planning decision-making.

6 Conclusion

6.1 The Parish Plan Steering Group, the Parish Council and residents of Bishop's Itchington should be commended and congratulated on completing their Parish Plan, and are encouraged by Stratford District Council to implement and periodically review the Action Plan.

6.2 The Bishop's Itchington Parish Plan is a good example of how a community can prepare a Plan that is both a good source of local information and provides a sound basis through the Action Plan to address the needs and aspirations of the community.

Pat Reid

HEAD OF PLANNING SERVICES

Background papers:

Bishop's Itchington Parish Plan 2008

Bishop's Itchington Parish Plan Survey: Final Report 2006

Stratford District Community Plan; the future to 2015

Stratford-on-Avon Local Plan Review 2006

Stratford-on-Avon District Council draft Corporate Strategy 2008-12

Officers Consulted

Head of Service:02/06 /2008

Appendix A - Guidance for the Assessment of Parish/Town Plans

- 1.1 In assessing Parish Plans, the following considerations should be taken into account:

Evidence and extent of research work to justify conclusions.

Evidence and extent of analysis related to conclusions.

Public involvement and endorsement at local level.

Level of implementation available to Stratford District Council services, (e.g. Stratford District Council Planning Authority, Leisure and Arts etc.).

Conformity with Stratford District Council's policies, (e.g. Planning policies etc.).

- 1.2 The above five criteria will enable the production of recommendations regarding the acceptance of each of the Parish Plan's detailed conclusions and Action Points.

- 1.3 A response to each of the detailed conclusions and Action Points will be one of the following:

(A) ENDORSE

The specific recommendation will be accepted and taken into account on the decision making of Stratford District Council. (For example, "Small scale development with a 'craft' emphasis should be looked at sympathetically").

(B) ACTION

The specific recommendation will be accepted in principle and, subject to financial, procedural and legal constraints, implemented by or with the support of Stratford District Council. (For example, "A social housing scheme of ten units on land next to the Green should be provided").

(C) INVESTIGATE

Further information to be obtained by the Parish/Town Council or other agency may be required in order that Stratford District Council may establish if the specific recommendation can be supported. (For example, "An existing Conservation Area should be extended").

(D) SUPPORT

The specific recommendation relates to a matter which is not the responsibility of Stratford District Council. However, the proposal is supported and will be forwarded to the appropriate authority. (For example, "Traffic calming measures are required and the County Highway Authority should prepare a scheme").

(E) NOT SUPPORTED

The specific recommendation relates to a matter which is in contrary to the policy of Stratford District Council or is beyond the powers of the authority or that insufficient and/or unsatisfactory information has been submitted to substantiate their commendation. (For example, "No development of any kind should take place within the settlement").

Appendix B – Further Background Information

- 2.1. Communities produce Parish Plans for a number of reasons:
 - To increase the awareness of community issues, foster community spirit and encourage a sense of pride;
 - To act as a strong basis for local action (the Action Plan);
 - To collectively represent the views of residents, to positively influence others to the benefit of the community.
 - 2.2. In the 1980s the concept and practice of Village Appraisals first emanated nationally from the Rural Development Commission in conjunction with the Countryside Commission.
 - 2.3. Nationally, Parish Plans have a role to play within the 'modernising Local Government' agenda, for example, shaping local services, public participation, decision-making and greater democratic legitimacy.
 - 2.4. One of the aims within Chapter 12 of the Rural White Paper (Our Countryside: the future – A fair deal for rural England) includes involving people living in rural areas in developing their community, safeguarding its valued features and shaping the decisions that affect them – developing a vision for the future. Parish Plans are a recognised method of achieving this aim.
 - 2.5. In line with guidance from the Countryside Agency issued in August 2000 ('Planning tomorrow's countryside', advice to local planning authorities, government and developers on how the planning system should operate and evolve), Parish Plans are a recognised community planning method to help achieve key objectives. In March 2003 the Countryside Agency produced detailed guidance for parish and town councils on the preparation of Parish and Town Plans.
 - 2.6. Policy RA3 in the Warwickshire Structure Plan 1996-2011 encourages local planning authorities to use 'Appraisals' when establishing the views of local communities and when identifying local housing and industrial development need.
 - 2.7. Stratford District Council is committed to the encouragement of Parish Plans as a means of identifying local issues and will respond to them positively. Much faith has been placed by the Government, the County Council and the District Council on local appraisals and their role in assisting the formulation of strategic policy.
 - 2.8. Parish Plans can now play a broader role within the production of the statutory Community Plan for Stratford District.
 - 2.9. The recommendations and Action Plans can both inform and help deliver the Rural Strategy for the Stratford-on-Avon District.
 - 2.10. Policy COM.1 of the Stratford-on-Avon District Local Plan Review 2006 states:

"The views of the local community as expressed preferably in a Parish Plan (or equivalent) or in its absence an alternative source of reliable evidence, will be fully taken into account in the planning process. In particular they will be used:

 - To help assess the merits of schemes promoted by communities to meet needs which they have identified;
-

- As a material consideration in the determination of planning applications and to assist in identifying the scope and nature of associated planning obligations which might be sought; and
- To identify opportunities for environmental and other forms of enhancement.

In the case of Main Rural Centres and Local Centre Villages only, as defined in Policy STR1, small scale schemes which meet housing (particularly affordable housing) and employment needs will be encouraged in this way..."

- 2.11. Nationally, Parish Plans are broad, holistic documents addressing local issues at a local level. Whilst in this District 'appraisals' have had a close association with planning, they are no longer 'planning-led'. Parish Plans address both planning and non-planning related matters and this is reflected in their assessment at Committee.
- 2.12. Parish Plans can and do act as a tool to assist in giving many of the services provided by Stratford District Council greater community focus. Vice versa, many of the services provided by Stratford District Council can and do feed into the Parish Plan process creating more informed Action Plans.

Appendix C

Summary of key action points

Abbreviations

SDC= Stratford District Council

WCC= Warwickshire County Council

WRCC= Warwickshire Rural Community Council

| Parish Plan action | SDC Proposed Response |
|--|---|
| Transport and Highways | |
| Reduction of speed on B4451: request LPA purchase more portable cameras, Present traffic survey results to WCC for action. | Support – the Community Plan seeks to reduce the number of road traffic accidents in the district. BIPC is aware that WCC cannot currently offer financial support. |
| Weight restrictions: continue discussions with Road Haulage Association to keep BI off the Advisory Lorry Route. | Support – the action to maintain dialogue with the Road Haulage Association can be supported. |
| Support local groups seeking weight restrictions on B4451 and challenge WCC's opposition to weight restrictions. | Not support – WCC consider that the B4451 is part of the strategic road network and its role is therefore to take traffic including larger vehicles. They will continue to avoid signposting Southam from J12 of the M40 to reduce through traffic. |
| Children feeling safe: Investigate methods of protecting pedestrians e.g. bollards to prevent curb mounting. | Support – the Community Plan seeks to reduce the number of road traffic accidents in the district. |
| Improved public transport: promote setting up of an Action Group to investigate the possibilities of improving public transport. | Support and action - Residents may be interested in the Community Links and Volunteer Centre's Medical Journeys schemes which help people with transport needs. SDC is a partner in these schemes and we have supplied BIPC with an article advertising the schemes for inclusion in the parish newsletter. For further information phone Clarissa Roberts on 01789 262886. The Community Plan aims to support individuals by increasing the number of people using tailored transport schemes. |
| Parking: undertake a review of parking within the village | Support – this action point can be supported. |
| Crime and Disorder | |
| Policing levels: work with local constabulary to improve situation particularly at night. | Support – the Community Plan seeks to reduce fear of crime in the district. |

| Parish Plan action | SDC Proposed Response |
|---|--|
| Anti-social behaviour: encourage increase in Neighbourhood Watch scheme. | Support – the Community Plan seeks to reduce fear of crime in the district. |
| Illegal/ inconsiderate parking: encourage residents to park correctly and to report consistent problems to the police. | Support – this action point can be supported. |
| Housing and Planning | |
| Provision of adequate housing: ongoing review | Endorse and action - The Parish Council has undertaken a Housing Needs Survey and is working with the Rural Housing Enabler to organise a 'Planning for Real' event to start the process of addressing the need identified. Stratford District Council is keen to support the Parish Council and Rural Housing Enabler in their work. Policy COM.1 of the Stratford District Local Plan allows for the provision of local occupancy housing on the basis of an identified need. |
| Environment | |
| Village centre area around British Legion to Memorial Hall: Parish Council to form an action group to address needs for environmental improvements. | Endorse - Policy COM.1 of the District Local Plan seeks to take into account the views of the community as expressed in a Parish Plan to identify opportunities for environmental enhancement. A project to improve the environment of this area would also be supported by Local Plan policies on good design and layout. |
| Road surfaces and pavements: Parish Council to pressure WCC to take action. | Support – WCC advise that the state of the roads is continually surveyed and monitored and repairs are undertaken as necessary and according to priority order. However, this action point can be supported as it may provide further information to inform authorities when making difficult decisions about how to allocate resources. |
| Verges, hedgerows, benches: trees to be planted in appropriate areas and additional locations considered for benches. | Support – the Community Plan hopes to preserve an attractive environment in the district. |
| Dog fouling/litter: Parish Council to promote awareness and ensure sufficient Litter Wardens are employed by Parish | Action and Support – SDC's Dog Warden and Environmental Health team may be able to provide advice and support (phone 01789 260835 to discuss). |

| Parish Plan action | SDC Proposed Response |
|--|---|
| Street lighting: Parish Council to undertake detailed survey to assess need for any improvements to street lighting, and review need for lighting throughout the night, while still considering the village environment. | Support – this action can be supported. |
| Central Focal Point: Parish Council to form an action group to address need for environmental improvements. | Endorse - Policy COM.1 of the District Local Plan seeks to take into account the views of the community as expressed in a Parish Plan to identify opportunities for environmental enhancement. A project to improve the environment of this area would also be supported by Local Plan policies on good design and layout. |
| <p>Green spaces and footpaths: preserve the valued green spaces/fields and farmlands in and around the village.</p> <p>Changes to village: Parish Council to seek to preserve the existing environment.</p> | <p>Endorse - The Parish Plan and the community views expressed within it will be used as a material consideration when determining planning applications, as laid out in Policy COM.1 of the Local Plan Review.</p> <p>The community could do a project themselves, such as a Village Design Statement, to define what is special about the character of the area. This could be used in determining planning applications, in accordance with Policy PR.1 of the Local Plan Review.</p> <p>Warwickshire Rural Community Council may be able to offer their support if the community decides to produce a Village Design Statement. Such a statement should be prepared with community involvement and address all aspects of the village environment.</p> |
| Village Amenities | |
| Insufficient shops: Parish Council to encourage setting up of improved facilities. | Endorse – Local Plan policy COM.3 supports the provision of new shops and services which meet the needs of local communities, within settlements or re-using buildings which are located close to existing residential areas. |
| Post office, surgery and pharmacy: should be retained. | Endorse – Local Plan policy COM.2 seeks to protect existing shops and services which meet the needs of local communities by applying rigorous criteria to planning applications for the properties' change of use. |

| Parish Plan action | SDC Proposed Response |
|---|--|
| Access to shops: WCC to work with retailers to remove steps and provide ramps. | Support – WCC seek to support local businesses and improve access to village facilities. WRCC will be contacting Bishops Itchington Parish Council to discuss opportunities, including possible funding. |
| Improve surgery with new building. | Endorse - Local Plan policy COM.3 supports the provision of new shops and services which meet the needs of local communities within settlements. |
| Church building: retain current church building, possibly resourcing through additional uses for the building. | Support – the Community Plan seeks to maximise the use of existing community buildings. |
| Education and Training | |
| School: School Governors to work with WEA to retain school. | Endorse – Local Plan policy COM.2 seeks to protect existing shops and services which meet the needs of local communities by applying rigorous criteria to planning applications for the properties' change of use. |
| School buildings: seek to use building for more uses by village organisations. | Support – the Community Plan seeks to maximise the use of existing community buildings. |
| Information and Communication | |
| Permanent Library: Parish Council to investigate opportunities to incorporate internet access and other facilities with the plans to provide a Parish office. Parish Council to also investigate opportunity of partnerships with local businesses. | Support/ Action – The Community Plan aims to increase access to key facilities. The Stratford District Council Community Grants team offer help locating funding, and can advise if these projects may be eligible for the Council's Community Grants scheme. |
| Employment and Business | |
| Employment: encourage small businesses as skilled, unskilled and professional jobs required, both full and part time. | Endorse – Local Plan policies support certain forms of employment development within rural areas and village such as Bishop's Itchington including small-scale schemes supported by the community to provide local jobs in accordance with Policy COM.1, and conversion of rural buildings in accordance with Policy CTY.2. |
| Need for Community Centre: Parish Council to consider use of other buildings within the village or consider building new. | Support and Action – The Community Plan seeks to maximise the use of existing facilities for community use, and support |

| Parish Plan action | SDC Proposed Response |
|---------------------------|--|
| | <p>development of new facilities where they are needed. The Local Plan Review encourages the provision of new services to meet the needs of the local community.</p> <p>The Stratford District Council Community Grants team offers help locating funding, and can advise if these projects may be eligible for the Council's Community Grants scheme.</p> <p>WRCC Village Halls Adviser is able to supply guidance and support, and can be contacted on 02476 217 344.</p> <p>WRCC Project Officer may be able to provide advice on supporting local businesses through providing essential facilities, tel 02476 217348.</p> |

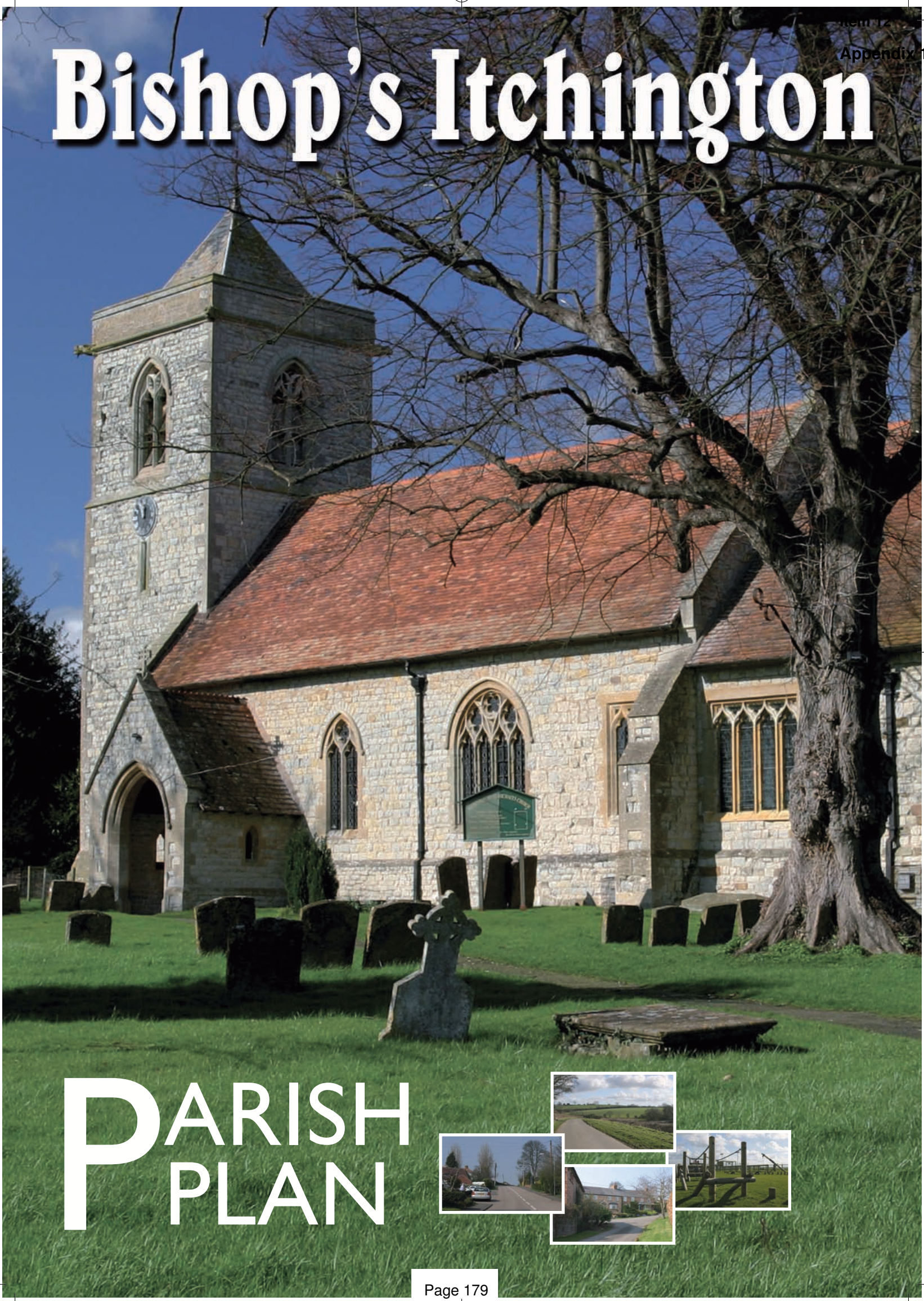
REPORT INFORMATION SHEET

Please complete and submit to Committee Services with draft report

| | | |
|---|--|---|
| Committee/Date | East Area Community Committee – 17 June 2008 | |
| Item No/Title of report | Bishop’s Itchington Parish Plan | |
| Consultations undertaken | | |
| Consultee | ✓ | Details / Date of consultation / comments received |
| Ward Members | | Cllr Beverley Mann/ 21 st May 08 Cllr Andrew Patrick/ 21 st May 08 |
| Committee Chairman/ Portfolioholder * <i>*Required</i> | | Cllr Stuart Beese/ 21 st May 08 Chairman not yet chosen |
| Financial Services * <i>*Required</i> | | Richard Burrell/ 21 st May 08/ no further comments |
| Legal Services * <i>*Required</i> | | Leenamarie Aantaa-Collier/ 21 st May 08 |
| Other Services | | Housing/ 10 th April 08 Policy and PR/ 10 th April 08/ Community Links may meet some needs Community Services/ 10 th April 08 |
| Other organisations | | Warwickshire Rural Community Council/ 10 th April 08/ Supportive, suggest more could be done to provide activities for young people Warwickshire County Council/ 10 th April 08/ detailed comments on certain actions reported in the committee report Appendix C |
| final decision by this Committee or recommendation to another committee/Council ? | | Final decision Recommendation to : Executive / Council Committee <i>Delete as appropriate</i> |
| Does this report contain exempt information? If so, under which paragraph(s) ? | | No Yes, Paragraphs : <i>Delete as appropriate</i> |
| Does this report relate to a key decision (referred to in the Executive Forward Plan) | | No Yes, Forward Plan item – scheduled for (date) <i>Delete as appropriate</i> |

This page has been left intentionally blank

Bishop's Itchington



PARISH PLAN



Message from the Chairman of the Parish Council . . .

Firstly I would like to thank all those who have taken part in the Parish Plan process which has received wide support throughout the Parish.

This process has produced a very valuable document and it now gives the Parish Council and the local planning authorities clear guidance on parishioners' expectations.

It is always difficult in a community of Bishop's Itchington's size with its rich diversity of interests to manage all parishioners' expectations. However the message I believe the Parish Plan process has delivered is:

- Bishop's Itchington has a reasonable selection of facilities which should be retained including the School, Surgery, Post Office and Church, but there is room for the improvement of further facilities within the Parish;
- Residents of the Parish do not see the need for any significant change or growth in the village itself and any growth should be limited to meet the needs of Parishioners themselves and the existing open spaces within the Parish should be retained; and
- Having seen the impact of the opening of the M40 and Junction 12 on the Parish, the impact of any future development proposals outside the immediate village should be very carefully managed to ensure that developments are sustainable and do not exceed the capacity of the existing infra structure within the Parish. At the same time efforts must continue to try to mitigate the impact of previous developments on the Parish, in particular, traffic on the B4451.

When reading the Action Plan, it identifies areas for improvement in the Parish and it is critical that all those who wish to see the plan achieved are prepared to volunteer their time to help deliver it.

On behalf of the Parish Council, I look forward to the continuing success of Bishop's Itchington Parish as a community and that it succeeds in delivering the expectations described in the Plan for the benefit of the Parish.



Christopher Kettle
Chairman
Bishop's Itchington Parish Council

September 2007



Then . . .

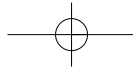


Station Road circa 1900

Now . . .

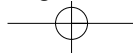


Station Road 2007



Index

| | |
|--------------------|--|
| Page 4 | <i>Scenesetter</i> |
| Page 5 | <i>Bishop's Itchington . . . The Environment</i> |
| Page 6 | <i>Planning and Housing</i> |
| Page 7 | <i>Transport and Highways</i> |
| Page 8 | <i>Village Amenities</i> |
| Page 9 | <i>Education and Training</i> |
| Page 10 | <i>Summary Conclusions</i> |
| Page 11 | <i>Preparing the Parish Plan</i> |
| Pages 12-13 | <i>The View from Above</i> |
| Pages 14-21 | <i>Action Plan</i> |
| Page 22 | <i>Acknowledgements</i> |
| Page 23 | <i>The Story so far . . .</i> |



Scenesetter

The village of Bishop's Itchington is located in rural South Warwickshire and has a longstanding association with the surrounding farming community. Its distinctive name derives in part from the nearby River Itchen that flows into the River Leam to the east of Leamington Spa and, secondly, from the historical association with former landowner the Bishop of Coventry and Lichfield.



- ***Knightcote Grange Estate***

The impact on Bishop's Itchington has been substantial, notably in terms of housing development and traffic. Households recorded in the 2001 Census had increased to 762 with a total population of 2009 whilst HGV and commuting traffic along the B4551 is now substantial. Significant housing development has taken place in recent decades.



- ***The Memorial Hall***

Like many villages, Bishop's Itchington's rural heritage has benefited from and had to contend with a wide range of modern world developments. Notable amongst these have been the industrial impact of limestone quarrying and cement production in the area (that ceased operation in 1970) and the completion of the nearby M40 in 1990 involving junction 12 at the B4551 and associated building of the Welcome Break motorway service stations.

This blend of rural heritage and commercial, industrial and housing development is now delicately balanced, with decisions over coming years likely to have a profound impact on the direction that Bishop's Itchington will take. The Parish Plan is central to how the villagers of Bishop's Itchington want to self-determine this direction.

Bishop's Itchington

This Plan has been generated from a comprehensive survey of the residents of Bishop's Itchington. It represents the consensus of their views and aspirations for the future of the village. The following are the main issues arising from the survey.

Environment

There is scope for improving the village environment and its appearance. Some of the 'public' buildings and open spaces in the central area around the Butchers Arms public house are in need of renovation and improved maintenance. More trees and other planting, both in the centre and village approaches, would be a benefit. There was also a general view amongst a large proportion of adults that more benches should be distributed generally within the village.



• **Hambridge Road**

There is a need to ensure that issues such as litter and dog fouling are controlled. The quality of pavements and state of repair of roads require to be improved. About one third of adults believe the level of street lighting to be inadequate in some areas.

A focal point for the village would be beneficial. The retention of open spaces within and around the village is a high priority. It is important to ensure people feel safe around the village. The majority of adults and children believe anti social behaviour needs to be controlled. It is felt this would be achieved by an improved police presence especially at night but also during the day.



• **Children's Play Area**

Planning and Housing

Most people do not want to see much change or growth in the village. But this view is less strongly held by the younger age groups. There is, however, some support for more "affordable" and social housing.

A small proportion (less than 10 percent) of adult respondents want their own accommodation away from where they are currently living. Almost half are in the 19-35 age range with the remainder spread across the other adult groups. About a quarter of the demand is for flats with a similar requirement for bungalows, predominantly from people in the 60 plus age group.



• **Rupert Kettle Drive**

Just over 50 percent of the demand is for rented accommodation. Less than one in five of those requiring accommodation require sheltered accommodation.



• **Chapel Street**

Since the Parish Plan survey was carried out, a full housing needs survey has also been completed. The results showed that in September 2007 there was a need for 25 affordable homes within the village. We are currently working with the Rural Housing Enabler from WRCC to help identify a suitable location for the provision of these homes. A full copy of the housing survey report can be obtained from the Clerk to the Council.

Transport and Highways

Traffic was identified by the survey as one of the major issues of concern. A large proportion of adults believe that traffic travels too fast on the main road through the village (B4451). There is a similar strength of feeling about the speed of traffic within the village. In addition, the use of the B4451 by heavy vehicles is felt to be a problem and there is considerable support for a weight restriction on the road.



• **The B4451**

Around 50 percent of children do not feel safe when walking along the B4451 or crossing it.

Three quarters of all adults believe there is a shortage of off road parking for village residents. A similar proportion feel problems are caused by illegal or inconsiderate parking.

Opinions are equally divided on whether public transport facilities are adequate. Those who think they are inadequate are mainly in the middle and youngest adult age groups. They identified a need for more bus routes directly to more destinations to suit the needs of commuters and those wanting to travel home in the late evening/night-time.



• **Station Road**

Older residents would like a village bus and more bus stops in the village.

Village Amenities

Most residents believe that retail facilities are adequate. A significant minority think otherwise, with specific requirements varying according to age groups. But there is almost unanimous support for the retention of the Post Office.



- **The Post Office**

group, believe there are inadequate services to support those with an illness or disability wishing to live at home.

The church community is seen as important by most people but with this view predominantly among adults. There is, however, considerable support for the church building to be retained.



- **The Butchers Arms**

youth club and more sports facilities were among the suggestions made. Better out of school activities are considered a high priority by young people.

Most adults value the Memorial Hall and are in favour of its possible extension. But the hall is less valued by younger age groups except to the extent that it offers facilities for their group activities.

The need for improved options for eating out is identified by all sectors of the community with requirements varying across the various age groups.

About one sixth of adults say that access in and out of shops and other facilities is difficult for them.

There is overwhelming support for the existing doctors' surgery but with some views that it requires improving. There is also felt to be a need for associated pharmacy facilities. A minority (under 25%) of people, and mainly from the upper age

There is a need for a permanent library with PC's and internet access. Support for this is progressively greater towards the younger end of the age groups.

Almost all young people feel there are insufficient social or entertainment facilities. Adults in the lower age ranges also believe this to be the case. A community centre,

Education and Training

Adults are virtually unanimous in the view that the primary school is a necessary and valuable asset.

But a large proportion also think that better use should be made of the building for other activities out of school hours.



• ***The Primary School***

Employment and Business

Four out of ten adults believe there is a need for more job opportunities in the village. This relates to full time and part time jobs, mainly skilled and unskilled but to a lesser extent professional also.



• ***Entrance to Weddington Farm off Hambridge Road***

Summary Conclusions

Most residents do not want the village to change or grow significantly although there is a requirement for some limited extra housing. But some improvements are necessary to various aspects of the environment and certain amenities with additional social facilities highlighted. It is important that open space areas are retained.

Anti social behaviour needs to be controlled and people made to feel safe in the village.

The speed and volume of traffic on the B4451 is a major issue. Improvements are needed to the quality of pavements and road repairs. Additional off road parking for village residents is required.

The Church building and Memorial Hall are important features of the village with strong support for retention of the church building.



• *High Street early 1900s*



• *High Street now*

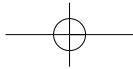
Preparing the Parish Plan

At the request of Bishop's Itchington Parish Council, the Parish Plan initiative was launched at a General Meeting in October 2005. After a presentation of the need for a Parish Plan, volunteers were enlisted to form a Steering Group.

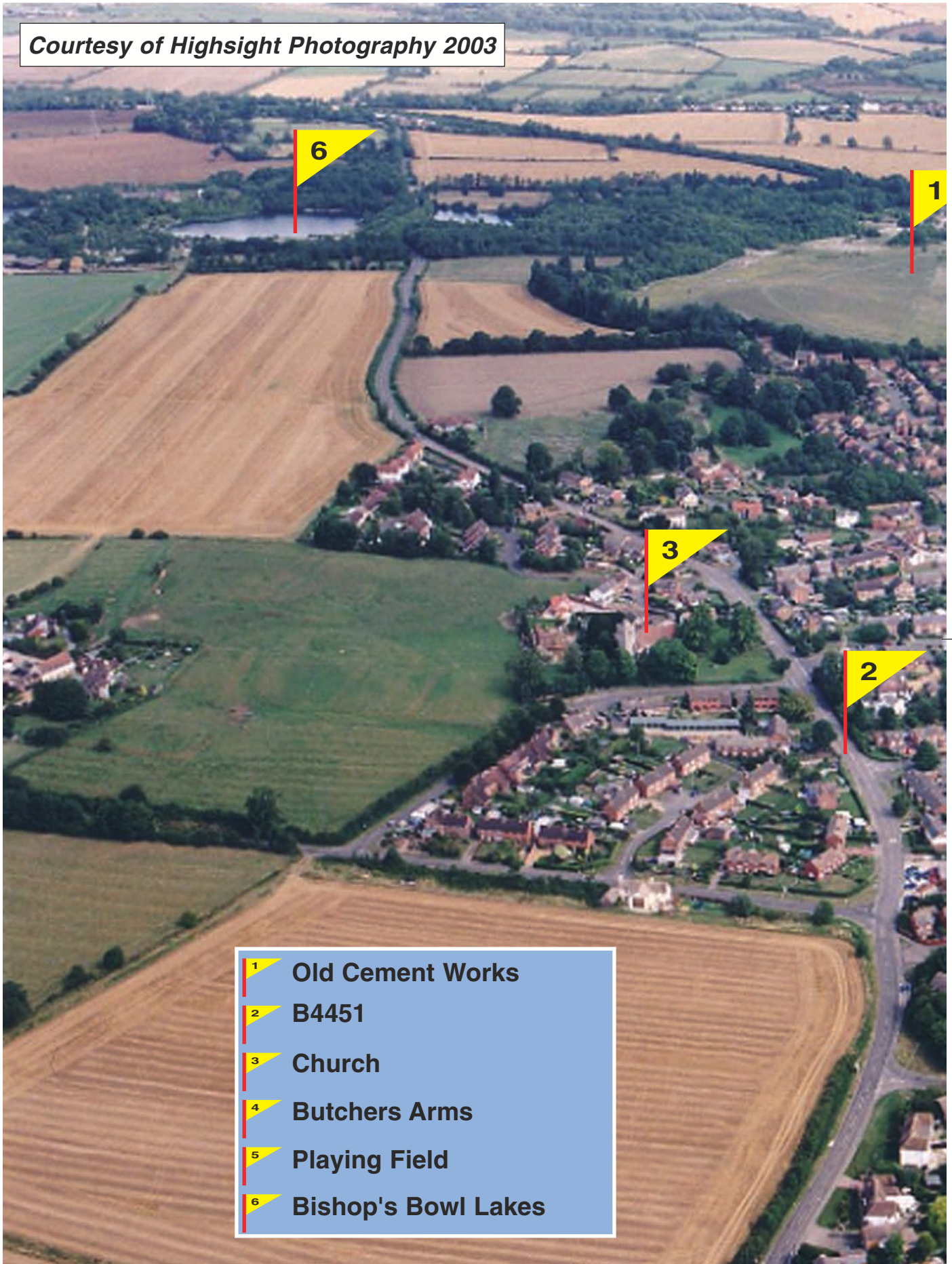
The Steering Group met at regular intervals to lead the preparation of the Plan. The process agreed consisted of the following main stages:

- 1) The major wishes of the residents were determined by means of a Survey of the whole Parish.
- 2) A series of focus groups were held with various organisations and age groups within Bishop's Itchington. Once the issues from each of the groups were known, separate sets of questions were devised for adults, young people and children.
- 3) The Steering Group employed an independent company (Prima Services) to formulate the questionnaires and analyse the results. In July 2006, survey packs with copies of each questionnaire were delivered to all households (approximately 900) in the Parish. 376 households completed their questionnaire, giving a response rate of almost 42%.
- 4) Prima Services analysed the results from each questionnaire and produced a full report (which is available on the Parish website or on request). The initial findings were presented at a well-attended Open Meeting in September 2006 where local residents endorsed the findings.
- 5) The Steering Group then started to draft the Parish Plan and consulted main partners involved in actioning the Plan. The draft Plan was presented to the Parish for formal approval at a public meeting in July 2007 and on agreement sent for printing.
- 6) Copies of the Plan were distributed to the Parish Council and every household in the Parish.

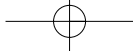


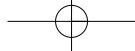
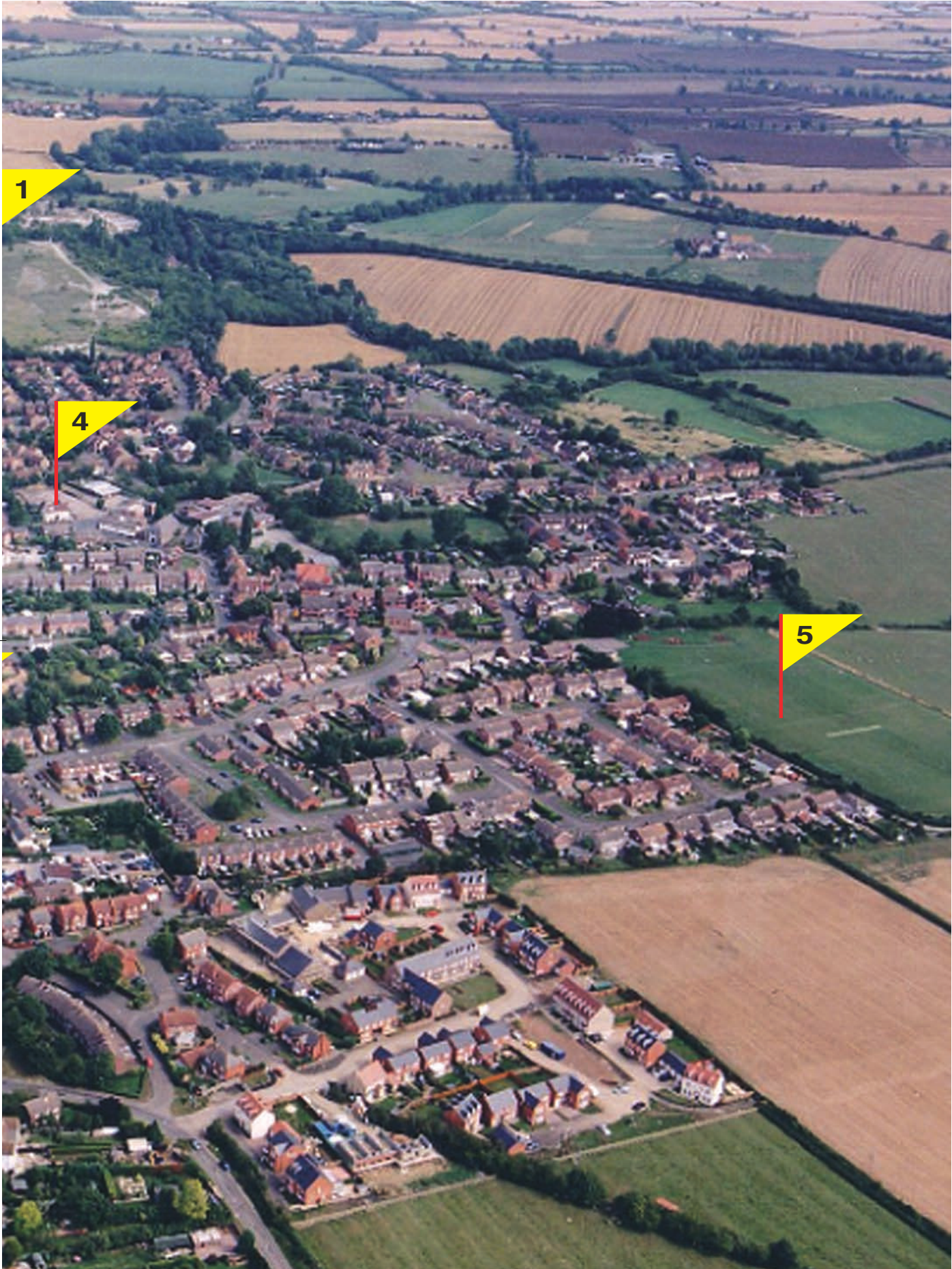
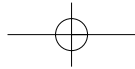


Courtesy of Hightsight Photography 2003



- 1 Old Cement Works
- 2 B4451
- 3 Church
- 4 Butchers Arms
- 5 Playing Field
- 6 Bishop's Bowl Lakes





Action Plan

| Ref | Objective | Action | Priority |
|----------|---|--|----------|
| 1 | Transport & Highways | | |
| 1.1 | Reduction of speed on B4451 | Speed cameras are not seen by WCC as effective in reducing speed. BIPC must therefore pursue the local Police Authority to purchase more portable cameras. Traffic survey results will be presented to WCC for action. | High |
| 1.2 | Weight Restrictions | BIPC will continue discussions with the Road Haulage Association to keep Bishop's Itchington off the Advisory Lorry Route. WCC are opposed to the use of weight restrictions and therefore BIPC will keep challenging WCC and will support local groups in their fight for restrictions on the B4451 and the surrounding area. | High |
| 1.3 | Children feeling safe (See also 1.1 & 1.2) | Speed and weight restrictions are considered crucial to achieving this issue but in addition the BIPC will investigate methods of protecting pedestrians whilst on the narrow footpaths, e.g. the use of bollards to prevent curb mounting etc. | High |
| 1.4 | Improved Public Transport | BIPC will promote the setting up of an Action Group to investigate the possibilities of improving public transport | Med |
| 1.5 | Parking (see also 2.3) | A review of public parking within the village will be held by BIPC | Med/High |

| Lead | Partners | Resources | Time Scale |
|--------------|---|--|------------|
| | | | |
| BIPC | WCC Warwickshire Police Authority | Funding for any further traffic calming must be from the Parish Council. WCC would not financially support this or the possibility of a by-pass. | 2007-2009 |
| BIPC | WCC Highways Dept Road Haulage Association Local Businesses Harbury PC | Surveys Photographic evidence | 2007 |
| BIPC | BIPC WCC Highways Dept Road Haulage Association Local Business | Photographic evidence Funding Speed Cameras | 2007 |
| Action Group | WCC Transport Dept. Local Bus Companies | Action Group | 2007 |
| BIPC | Land Owners e.g. BIPC, WCC, Housing Association | Land Funding | 2007 |

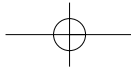
Action Plan

| Ref | Objective | Action | Priority |
|----------|--|---|----------|
| 2 | Crime & Disorder | | |
| 2.1 | Policing Levels | BIPC will work with the local constabulary to improve the situation particularly at night. | High |
| 2.2 | Anti-Social Behaviour | As 2.1. Also an increase in the Neighbourhood Watch scheme to be encouraged. | High |
| 2.3 | Illegal/Inconsiderate Parking (see also 1.5) | Residents should park correctly. Those who continually cause problems should be reported to the Police. | Med/High |
| 3 | Housing & Planning | | |
| 3.1 | Provision of Adequate Housing | Ongoing review | Low |

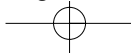
| | Lead | Partners | Resources | Time Scale |
|--|-----------|--|---------------------------------------|------------|
| | | | | |
| | BIPC | Warwickshire Police Force Southam Police | Warwickshire Police Constabulary | 2008 |
| | BIPC | Warwickshire Police Force Southam Police Local Residents | Local Police Volunteers Funding | 2007 |
| | Residents | Local Residents Police Retailers School | N/A | Continuous |
| | | | | |
| | BIPC | SDC Housing Associations | Planning Permission Funding | N/A |

Action Plan

| Ref | Objective | Action | Priority |
|----------|---|---|-----------|
| 4 | Environment | | |
| 4.1 | Area around British Legion/Chip Shop/Greaves Club/Butchers Arms/Memorial Hall | Improvements need to be made and BIPC will take responsibility for the formation of an Action Group to resolve the issue | Med |
| 4.2 | Road Surfaces & Pavements | BIPC to bring pressure on WCC to take action | Med |
| 4.3 | Verges & Hedgerows | Trees will be planted in appropriate areas | Med |
| 4.4 | Gardens | State of gardens is a Resident's responsibility | Med |
| 4.5 | Dog Fouling/Litter | BIPC to promote awareness and ensure sufficient Litter Wardens employed by the Parish | High |
| 4.6 | Street Lighting | A more detailed survey will be undertaken by BIPC to assess the need for any improvements in street lighting whilst still considering the 'Village' environment. The need for street lighting throughout the night will also be reviewed. | Med/Low |
| 4.7 | Central Focal Point | As 4.2 | Med |
| 4.8 | Benches | Additional locations will be considered | Med |
| 4.9 | Green Spaces & Footpaths | The ability to retain existing green spaces/fields/farmland in and around the Village is a major issue and every effort must be made by BIPC to retain the current status | Very High |
| 4.10 | Changes to Village | No dramatic changes are wanted. BIPC to preserve the existing environment. | High |



| Lead | Partners | Resources | Time Scale |
|----------------|--|--|------------|
| BIPC | Land Owners Property Owners BIPC | Funding Volunteers Public Spirit Local Builders | 2008 |
| BIPC | WCC Transport Dept BIPC | | Continuous |
| BIPC | BIPC Residents | More employees Public Spirit Funding | Continuous |
| Residents | BIPC | Public Spirit Volunteers | Continuous |
| BIPC/Residents | BIPC | Funding Public Spirit/Responsibility | Continuous |
| BIPC | BIPC | Funding | 2007 |
| BIPC | Land Owners Property Owners BIPC | Funding Volunteers Public Spirit Local Builders | 2007 |
| BIPC | Sponsors | Funding Champion | 2008 |
| BIPC | BIPC SDC Land Owners | N/A | Continuous |
| BIPC | SDC WCC | N/A | Continuous |



Action Plan

| Ref | Objective | Action | Priority |
|----------|--|--|-----------|
| 5 | Village Amenities | | |
| 5.1 | Insufficient Shops | Whilst BIPC can encourage the setting up of improved facilities in the area, this is a commercial issue, and not considered by the BIPC as their responsibility | Low |
| 5.2 | Post Office | Must retain | Very High |
| 5.3 | Access to Shops | Improve access by removal of steps etc. or provide ramps | Low |
| 5.4 | Retain Surgery & Pharmacy | Must retain | Very High |
| 5.5 | Improve the Surgery | New Building | Med |
| 5.6 | Church Building | Keep the current Church Building | High |
| 6 | Education & Training | | |
| 6.1 | The School | Essential to retain | High |
| 6.2 | School Buildings | Additional usage | High |
| 7 | Information & Communication | | |
| 7.1 | Permanent Library | Children in particular require PC's with Internet access. BIPC to investigate any opportunities to incorporate these facilities with the plans to provide a Parish Office. Also BIPC to investigate the opportunity of partnerships with local business. | High |
| 8 | Employment & Business | | |
| 8.1 | Employment | Full & part time jobs required for both skilled, unskilled and professional | Low |
| 8.2 | Need for Community Centre | Consider use of other buildings within the Village or build new | Med |

| Lead | Partners | Resources | Time Scale |
|-----------------------------------|--|--|------------|
| BIPC | Retailers | Interested Parties Planning Permission | N/A |
| Residents | The Post Office P.O. Proprietors Residents | Public Support | Continuous |
| WCC | Retailers SDC | Private Funding | 2009 |
| Warwickshire Primary Health Trust | BIPC Local Practice | Investment by Local Practice | Continuous |
| Local Medical Practice | Warwickshire Primary Care Trust BIPC | Local Practice Funding | 2012 |
| Parochial Church Council | Church Commissioners (Coventry Diocese) Local Community BIPC | Consider additional use for the buildings (see 12 below) | Continuous |
| | | | |
| School Governors | Warwickshire Education Authority | Funding from Educational Authority | Continuous |
| WCC | Village organisations | N/A | Continuous |
| | | | |
| BIPC | BIPC | Grants Sponsorship from local businesses Partners e.g. Post Office | 2008 |
| | | | |
| SDC | Local Businesses BIPC | Encourage small businesses (Considering 4.6 & 5.1) | Continuous |
| BIPC | Parochial Church Council Memorial Hall Committee | Funding Grants Sponsors | 2012 |

Acknowledgements

As Chairman for the Steering Group I would wish to thank all those members of the Steering Group that have given their time and commitment to produce this Parish Plan.

It has taken nearly 2 years to complete this work and has led to many hours of debate to ensure that this final document reflects the wishes of the Parish residents.

I would hope that those reading this document will appreciate that these volunteers have done their best for the benefit of the whole Parish and now we all need to make our contribution in turning this Plan into reality.



• ***The Playing Field***

A. D. Heatley

Chairman of the Parish Plan
Steering Group

The Story of Bishop's Itchington ... so far

THE FIRST 500 YEARS

- 1043** *Priory of Coventry receives the manor of Itchington from Saxon Earl Leofric.*
- 1086** *Itchington is recorded in the Domesday Book as property of Church of Coventry.*
- 1247** *Earliest reference to Bishop's Itchington.*
- 1547** *Bishop of Coventry and Lichfield sells the village to Thomas Fisher, ending church ownership.
Bishop's Itchington becomes Fisher's Itchington ... for a while.*

THE LAND ENCLOSURE YEARS

- 1547** *Fisher embarks on land enclosures resulting in depopulation.*
- 1700s** *The Willes family gain national prominence with Sir John Willes becoming Lord Chief Justice. He and his father (vicar of the Parish) are buried in the village church.*
- 1774** *Enclosure of 400 acres eliminates the village's common land.*

THE INDUSTRIAL DEVELOPMENT YEARS

- 1851/2** *Completion of railway and (turnpike) road encourages large scale quarrying and cement production.*
- 1872/3** *Saint Michael's Church is rebuilt on the site of a medieval chapel. Church opened in 1873.*
- 1927** *Prehistoric marine reptile skeleton is found in quarry.*
- 1970** *The Cement Works ceases manufacturing.*
- 1986** *Population exceeds 2000 - more than double the 1951 total.*
- 1990s** *M40 and service stations open. Future use of Cement Works land becomes a village issue.*



© Bishop's Itchington Parish Council
Winter 2007/2008

