

BISHAMPTON AND THROCKMORTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 4th September at 7.00pm held in The Ockenden Suite at Bishampton Villages Hall

Present: Cllrs Boocock (Chair), Davis, Giel, Rolls and Tucker

In attendance: County Cllr Boatright, District Cllr Tucker and Julie White, Clerk

The chairman opened the Meeting.

1. Apologies: Apologies were received from Cllrs Amoroso, Hodgkiss and Wallace

2. Declarations of Interest:

- a) Register of Interests: Councillors are reminded of the need to update their register of interests.
- b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature. **None**
- c) To declare any Other Disclosable Interests in items on the agenda and their nature. **None**
- d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011). **None**

Adjournment for Public Question Time

Rodney Hodgkins addressed the Parish Council about his campaign to get the new phone mast reinstated at Nightingale Farm. He has spoken to several organisations including the MP's office and the matter is now with the CEO of EE. The problem is far from sorted and if there is no progress by the end of the week, Mr Hodgkins would like to PC to encourage everyone to complain to EE.

Mr Hodgkins also indicated support for an idea raised by another parishioner concerning a rearrangement of the PWLB property loans. The Clerk confirmed that the matter would be raised under Item 10 - correspondence.

The Chairman resumed the meeting.

3. Minutes: It was proposed by Cllr Boocock and seconded by Cllr Rolls that the minutes of the meeting on 3rd July were a true and accurate record. All in favour. The Chairman signed the minutes.

4. District and County Councillors' reports.

County Councillor report:

- **The phone mast at Nightingale Farm** – Cllr Boatright said that he has been speaking with the Superfast Broadband team who are looking into the Bishampton phone mast as EE is responsible for the emergency phone system for the Country, and Bishampton and Throckmorton do not have reliable coverage. The clerk to forward the complaints phone number to Cllr Boatright.
- **School buildings** – There are no maintained schools affected by the Raac concrete issue, but they don't know about the academies.
- **Badgers Walk footpath** – WCC is arguing that the deep craters which flood on Badgers' Walk footpath, which runs between Abberton road and Broad Lane, are acceptable. Cllr Boatright is asking that they reconsider this as it is virtually impassable in places.
- **Culvert, Babylon Lane** - Barry Barnes from Highways is chasing the fitting of the metal railing which should be installed at the bottom of Babylon Lane.
- **Visibility Fence in Throckmorton** – Cllr Boatright reported that as far as Highways are concerned the issue has been rectified but Cllr Boatright is happy to get the case reopened if the PC isn't satisfied. The Chairman said that he would look and let Cllr Boatright know.
- **Boundary Changes** – There is currently a review taking place and anyone can make suggestions about how the 57 councillors should be distributed. Cllr Boatright asked the Parish

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Council to support keeping the Pershore Division intact, as the parishes have a long history of working together.

Cllr Boatright then invited questions. Cllr Rolls reported a very large pothole on the way to Rous Lench.

District Councillor report:

- **Verge Sweeping** - Cllr Tucker confirmed that verge sweeping will be taking place in Bishampton this week as requested. Cllr Tucker said that if the contractor is not courteous, she will take the matter up with them.
- **Throckmorton Airfield** - Cllr Tucker reported that later this month Wychavon District Council is taking Mr Bruce to court to try and get litigation costs and the following week the Environment Agency is also pursuing an action for Proceeds of Crime. The Receiver put the bungalow up for sale, but it failed to sell. The concrete blocks have been moved and the gates are not permanently shut.
- **Rural Transport** – Cllr Tucker is attending an on-line conference this month and will bring back any relevant information.
- **Planning** – Cllr Tucker is trying to get the applications for Babylon Lane (W/22/02754/OUT) and Nightingale Fields (W/23/00933/PIP) heard by the Planning Committee at the same time and once Cllr Tucker knows if she has been successful in this, she will let the Parish Council know.
- A resident has expressed concern that the yoga studio at Watersedge could be used for other purposes.

5. Progress Reports for Information and Discussion

- 5.1. Wychavon Legacy funding – results of community survey. Cllr Boocock presented the results received so far which demonstrate strong support for the Craft Centre idea, suggesting a mandate to explore further. Due to a delay in some of the leaflet drops, it was agreed to extend the deadline for a few more weeks. A reminder to complete the survey will be placed on Facebook.
- 5.2. The Help Out volunteer day is now to be held on Saturday 14th October. Details are still being confirmed.
- 5.3. Bishampton Villages Hall Trust:
 - i. Update on the Memorandum of Understanding between the Parish Council and BATVHC– This is still being finalised and will be presented at a future PC meeting for approval.
 - ii. The registration of the land at the Villages Hall was discussed. Cllr Boocock confirmed that the deeds to the Villages Hall had been retrieved from Lloyds Bank in Pershore. They showed that there had been an exchange of land which is currently being investigated. Everyone was in favour of getting this land registered with the Land Registry as soon as practicable.

6. Items for consideration/approval

- 6.1. Solar Farm Community Fund
 - i. Review of working group membership – the working group needs at least one more member. As there were no volunteers to join this group, this item will be carried forward to the next meeting.
 - ii. The recent email from Infinis was discussed. It was agreed that the Clerk will respond asking that the agreement is produced as soon as possible and questioning the shift in focus.
- 6.2. Villages Hall play areas
 - i. Councillors Giel, Rolls, Boocock and Davis agreed to join the monthly rota to carry out playground inspections. A checklist was available for all to review and all agreed that this was a suitable form.
 - ii. Cllr Boocock proposed that spare poles for the Stopball net and clips are purchased at a price of £49.17. Seconded by Cllr Giel. All in favour. Cllr Boocock also proposed that an

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agreement in principle is approved to purchase new goal nets at a cost of up to £150 per pair is agreed. Seconded by Cllr Giel. All in favour.

- 6.3. To consider application for the Local Council Quality Award Scheme including
- i. Adoption of Staff Appraisal policy. A draft staff appraisal policy had been previously circulated. Cllr Boocock proposed that this policy is adopted. Seconded by Cllr Rolls. All were in favour of adopting the staff appraisal policy.
 - ii. Action Plan – Cllr Boocock proposed that the action plan is adopted as per the document circulated last month. Seconded by Cllr Tucker. All in favour. It was noted that the action plan will evolve as necessary.

With the adoption of the two policies above, The Chair confirmed that the Parish Council now meets the criteria required to apply for the Quality Award. Councillor Boocock therefore proposed the following resolution:

1. By this resolution, Bishampton and Throckmorton Parish Council confirms that it publishes online: -
ALL The documents required by the Foundation Award PLUS
- a. Draft minutes of all meetings within 4 weeks of last meeting
 - b. A Health and Safety Policy
 - c. Its Policy on Equality
 - d. A Community Engagement Policy
 - e. Councillor Profiles
 - f. A Grant Awarding Policy
 - g. Evidence showing how electors contribute to Parish Meetings
 - h. An Action Plan with budget costs which includes those responding to community engagement
 - i. Evidence of community engagement, council activities and promotion of the democratic process
 - j. Evidence of helping the community plan for its future

Cllr Rolls seconded the resolution. All were in favour.

Cllr Boocock then proposed the following resolution:

2. By this resolution, Bishampton and Throckmorton Parish Council confirms that in addition to the requirements of the Foundation Award, it has: -
- a. A Scheme of Delegation
 - b. Up to Date insurance policy that mitigates the risk to public money
 - c. Addressed any complaints received in the last year
 - d. At least 2/3 of its councillors returned as elected
 - e. A printed annual report which was distributed at locations across the community
 - f. A qualified Clerk employed in accord with agreed terms and conditions
 - g. A formal Staff Appraisal Process
 - h. A training Policy and record for all staff and councillors

Cllr Rolls seconded the resolution. All were in favour.

- 6.4. Cllr Amoroso had asked for this item to be deferred as she may have an alternative source of funding for a new bench in the Nature Reserve.
- 6.5. The clerk had circulated details of other community bus schemes. After discussion it was agreed that a meeting would be sought with Peopleton Parish Council to see if they would be interested in exploring the possibility of expanding their service. All in favour.

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6.6. Bishampton tree bench –

- i. It was proposed by Cllr Boocock that the extra expenditure to refurbish the tree bench was ratified. All were in favour. Cllr Boocock reported that he had received several positive comments since the bench had been refurbished.
- ii. The Clerk had prepared a list of options of Coronation plaques to place on the bench. It was agreed that a rectangular brass plaque would be the best option. Cllr Tucker to provide The Clerk with details of a company that he has used previously. Cllr Boocock will confirm the size required. This will be discussed further at the next meeting.

6.7. Cllr Tucker proposed that if there are spaces available, the Parish Council will agree to fund Brian Young to attend a course for chainsaw training at Parkhill Training in Leicestershire on November 8th at a cost of up to £850. Councillor Davis seconded the proposal. All were in favour.

6.8. All were in favour of promoting a residents' mass complaint, if required, to EE to replace the mobile phone mast at Nightingale Farm.

7. Planning

7.1. The following Decision Notices were noted:

- (i) W/22/02703/HP – Huntsman's Cottage - Approved
- (ii) W/23/00231/HP – Nightingale Farm – Approved
- (iii) W/23/00836/LB – Throckmorton Court – Approved
- (iv) W/23/01068/HP – Green Lea – Approved
- (v) W/23/01205/FUL – Tilesford Farm – Approved

7.2. To consider the following **planning application**:

W/23/01509/HP	Pendine, Abberton Rd, Bishampton.	Single storey summerhouse and garage	No comment
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8. Properties

- 8.1. Housemartins – The annual inspection report was noted.
- 8.2. Any other updates – there were no other property updates.

9. Finance

- 9.1. The bank reconciliations for July and August were received and approved.
- 9.2. The list of August receipts and current payments had been previously circulated. Cllr Boocock proposed that the payments on the list were approved plus any relevant payments that had been approved at tonight's meeting (appended to the minutes). All in favour.
- 9.3. The list of payments paid under delegated powers in August was approved (appended to the minutes)

10. To note items of correspondence

The clerk highlighted the following items of correspondence:

10.14 & 10.52 – The Clerk read out an email from a resident with a suggestion of how one PWLB loan could be paid off and the other reduced. It was agreed that this would be placed on the next agenda for further discussion.

10.04 – A suggestion that the Bishampton noticeboard is sited in a more prominent place. After discussion it was agreed that it is currently in a central location, and it would not be easy to find an alternative site.

10.21 – June 2024 is the 80th anniversary of the D-Day Landings. Members were asked to consider if this is something that they wished to mark.

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10.47 – Fire & Rescue Service – Community Risk Management Plan. Cllr Giel agreed to complete this on behalf of the Parish Council.

11. Clerk's report

- Cllrs were asked to let The Clerk or Chairman know about any items for the forthcoming newsletter.
- Cllrs were asked to consider any items that they would like included in the budget for 2024-25.

12. Councillors' reports and any items for future agenda

- Cllr Tucker reported that the Throckmorton fete had been very successful.
- Cllr Tucker reported that later this month that charcoal will be made from the alder brash following coppicing earlier in the year. It is hoped that this charcoal could be sold to reinvest into Shorthorn Wood. The Clerk to investigate if this is possible or if donations for the charcoal should be sought instead.

13. Date of next meeting:

The next Parish Council meeting will be held on:

Monday 2nd October at the Parish Room, Throckmorton at 7pm

Cllr Giel left the meeting at 21.16.

14. Confidential business

To resolve to close the meeting via Public Bodies (Admission to Meetings) Act 1960 to discuss matters relating to any of legal/contractual issues that, if discussed in the public arena, could be prejudicial to the public interest, following which members of the public will be asked to withdraw. Proposed by Cllr Boocock and seconded by Cllr Rolls. All in favour.

15. To discuss the shop tenancy

Cllr Boocock updated the Parish Council regarding the situation re the shop tenant imminently putting the business up for sale.

The Chairman closed the meeting at 21.34

Signed

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Bishampton & Throckmorton Parish Council - August Payments:

Bank Balances as at 31/7/23	Amount	Interest
Lloyds Deposit	16,623.05	17.06
Lloyds Current (01289157)	16,457.69	
Lloyds Ounce Deposit	6,525.11	4.43
Totals	39,605.85	

Authority to pay	Description	Nett Amount	VAT	Total	Cost code	Invoice No
J White	Salary	736.00	0.00	736.00	1	n/a
J White	monthly allowance	17.50	0.00	17.50	2	n/a
Smartcut	grounds maintenance	306.18	61.24	367.42	25	20274
BATVHC	Room hire April & June	30.00	0.00	30.00	6	BATVHT-0663
Stock Wood Joinery	Repair rot to shop windows	350.00	0.00	350.00	22	n/a
Ounce	April/May/June coffee mornings	125.00	25.00	150.00	9	n/a
Worcs CALC	Cllr Boocock Planning Course	50.00	10.00	60.00	8	9253
Parish Online (Geosphere)	Digital Mapping	63.00	12.60	75.60	9	47UF011-0001
Carl Brassington	Lengthsman	140.00	0.00	140.00	31	Jul-23
Cllr C Tucker	Reimburse 5 x bird boxes	50.00	0.00	50.00	33	n/a (reserves)
Cllr C Tucker	Reimburse replacement lock for SHW	17.49	0.00	17.49	33	receipt
Ionos	webhosting	7.00	1.40	8.40	9	DD
Ionos	website content management	7.00	1.40	8.40	9	DD
		1,899.17	111.64	2,010.81		

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Bishampton & Throckmorton Parish Council - September Payments

Bank Balances at 1st September	Amount	Interest
Lloyds Deposit	20,636.60	13.55
Lloyds Current (01289157)	15,284.66	
Lloyds Ounce Deposit	6,529.94	4.83
Totals	42,451.20	

Authority to pay	Description	Nett Amount	VAT	Total	Cost code	Invoice No
J White	Salary	736.00	0.00	736.00	1	n/a
J White	monthly allowance	17.50	0.00	17.50	2	n/a
J White	mileage	9.00	0.00	9.00	2	n/a
Smartcut	grounds maintenance	306.18	61.24	367.42	25	20604
Carl Brassington	Lengthsman Duties	200.00	0.00	200.00	31	n/a
Stockwood Joinery	Repairs to tree bench	550.00	0.00	550.00	36	1003
Net World Sports	Spare poles and net clips	49.17	9.83	59.00	26	Pro forma Q00048487
ICO	Annual fee	35.00	0.00	35.00	5	DD
Ionos	webhosting & annual domain fee	17.00	3.40	20.40	9	DD
Ionos	website content management	7.00	1.40	8.40	9	DD
		1,926.85	75.87	2,002.72		