**Minutes of the Parish Council Meeting held on Monday 7th September 2015 @ 7.30 pm in the Village Hall, Bishampton**

Members and Officers present: Cllrs Hodgkins (Chair), Argyle, Robertson, Merrett, Dickenson & Tucker

 In attendance: Clerk & CC Liz Tucker

Apologies: To receive apologies and to approve reasons for absence: Cheetham (H) Blears (H) & Beever (W)

1. 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.

c)  To declare any Other Disclosable Interests in items on the agenda and their nature. None stated.

d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011). None received.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items.

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

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| The meeting opened @ 7.30 pm , no members of the public were present |

1. The minutes of the meeting held in July 2015 were signed as true and correct.
2. **District and County Councillors’** **reports:** for information. (Items raised for decision will appear on the agenda for the next meeting.)
* Northern Link meeting to clarify openings and crossings. It was agreed Cllr Argyle would attend the meeting
1. **Matters arising from the previous meeting:** for information & discussion
	1. Village Shop

A considerable amount of time and money has been spent by the tenant in order to set up his new venture i.e. The Cafe this he plans to open officially on 4th September 2015.  From a PC standpoint the message has been given that whilst we support this initiative in order to make the shop viable the tenant must comply with the agreements already made with the Parish Council but also now with added regulations laid down by the authorities.  These include building regulations, fire safety, hygiene, health and safety etc. Finally, he must furnish the Parish Council who are the landlords with a certificate of completion which will be issued by SWBC.

Difficulties have been encountered during the moderation phase and complaints have been received from our tenants in the above flat.  This situation is still a concern going forward.

Re. The License this will be going before the Licensing authorities s committee on Wednesday 16th September at 2.00pm In total 3 objections were received to a license being granted.

* Smoking, look at the lease as ascertain if we can ban smoking. RB
* Planning enforcement - to visit site
* WRS enforcement – to visit site
* Follow up on H&S, Fire & Safety and Building Regulations ME
	1. Village Flat
* Flat tenants have given notice
* Remarket and get advice on rent increase ME
	1. PACT News
	2. Nature Reserve / Footpaths / Bridle path RH

 Pershore College have been approached by Lesley Miller asking if they would be prepared to add this as a project to the students programme. A new team has been formed to deal with Woodland Trust and they will come back to us as to their interest in giving, at least, assistance in the area.

 Time has been spent during August re. Identifying the various apple trees now bearing fruit, and new labels will be attached shortly which will aid future reference.

 The pathways warden held a meeting during August with the Bishampton Rights of Way Group (RAG) new beats have been allocated.  For more details, please contact Gordon Kingston.

* 1. Play Area RH/DC

 Equipment on the playing field checked, all ok. Cut back the overhanging tree, no action has been taken regarding the talking flowers, this will be carried out when the ground is softer and will recover quickly.

* 1. Parish Plan

 It was agreed to use the original plan as a starting point. Ask residents in newsletter if they would be interested in helping. Chair and vice chair along with the County Councillor will meet with Wychavon. LT/RH

* 1. The Dolphin Inn MA

 The Dolphin has probably had one of its best months since Lee took over.  A factor in this has been the introduction of the £5.00 lunch offer Tuesday . Extending the Dining Room which requires the removal of the disable toilet is still to take place.

* 1. Lengthsman CT/EB/RH

 It was agreed that those responsible for Lengthsman work would email Mark Cole with work every couple of weeks which would save him travelling to the village for one job at a time.

Re Request to clear straw from drains sent to Lengthsman.

* 1. Throckmorton Airfield use - Meeting to be arranged with Quinetiq LT/RH
	2. Vehicle Activated Sign, collect readings from Lengthsman
	3. Shorthorn Wood, getting support slowly CT
	4. Notice boards AR

 It was agreed to donate £340 to the Village Hall Committee towards the purchase of the new notice board

* 1. Defibrillator – Margaret Cane of Moat Farm Lane has offered to donate £400 towards the purchase of a Defib for the village. Training to be offered by the first responder Richard from Church Lench MA
	2. Stanton Fields resurface - CC Tucker advised Tom Commerford from Highways would see where it was in the system to be done. It was agreed the PC and residents should write a letter of complaint to highways. RH
	3. Bus Shelter near Willow Bank JD/EB

There is a question of land ownership. Agreed to follow up with the manageress of Willow Bank JD

* 1. Fly Tipping sign will be erected at Shorthorn wood CT
1. **Finance**
	1. To view the bank reconciliation & approve Cheques for payment as well as approve Cheques paid out during meetings

|  |  |
| --- | --- |
|  | £ |
| Current Account balance as at 31 Aug | 48,914.95 |
| Savings Account | 6,534.45 |
| Special savings | 0.00 |
| Total cash assets for the PC stand at | 55,449.40 |
|  |  |
| L Jones (deposit) fixed for 6 moths @ 0.7% interest | 13,123.44 |

|  |  |
| --- | --- |
|  | £ |
| M Cole – Lengthsman (Collect VAS and move it 2.5 hrs + travel) | 42.30 |
| Smart Cut – Mowing June inv | 263.00 |
| Smart Cut – Mowing July inv | 263.00 |
| OHL – Summer Newsletter | 89.00 |
| OHL – March Newsletter (outstanding) | 85.00 |
| Jeremy Billingham – Call out fee and work on Sat Dish at flat | 90.00 |
| CALC – Chairman training Hodgkins & Merrett | 60.00 |
| M English – as agreed by E Beever | 32.30 |
| Wychavon DC – Rate Relief Dolphin | 254.20 |

**Budget meeting to be set for week 19th October between DC, ME, RB & RH**

1. **Planning**

AAPPROVED

W/15/01698 Whitethorn Cottage, Main St, Bishampton

Demolition of garage and erection of timber garage

PENDING

W/15/01753 Marshalls Transport

Temporary use of the site for motor-related and other events up to 52 days per calendar year, objection sent.

It was agreed to ask Mr. Graham Boocock to speak on behalf of the Parish Council at the forthcoming committee hearing.

1. **Correspondence for Information:** To note the attached appendix of items which haven been circulated or will be available for inspection at the meeting. (OR a list of items will be available at the meeting.)
* WCC Parish Newsletter sent via email
1. **Clerk’s report**
* Email received from Charles Riggs regarding mud on the road in Babylon Lane. ME reported to the HUB
* Report of Rotherdale tractors driving fast and un-safely down Babylon lane
* Sent email to Mrs Bufton regarding elec for Xmas tree
* Playground inspection due October / November
1. **Councillors’ reports and items for future agenda:** Councillors may use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas.

**1.** Christmas dinner. It was agreed to book a table at the Dolphin

1. **Date of next meeting:** To confirm the date of the next meeting Monday 5th October in Throckmorton

Signed………………………………………………… …………………………..

Chair Date