

Annual Meeting of the Parish Council

To Members of Bishampton & Throckmorton Parish Council

You are duly summoned/required to attend the Annual meeting of Bishampton & Throckmorton Parish Council at 7.00pm on Monday 16th May 2022 at The Ockenden Suite, Bishampton Villages Hall

AGENDA

1. To Elect a Chair and receive signed Declaration of Acceptance of Office

2. To Elect a Vice Chair and receive signed Declaration of Acceptance of Office

3. Apologies: To receive apologies and to approve reasons for absence.

4. Declarations of Interest:

- Register of Interests: Councillors are reminded to keep their register of interests updated, and:
- To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
- To declare any Other Disclosable Interests in items on the agenda and their nature.
- To submit any written requests for the council to grant a dispensation (Localism Act 2011, s33) to the clerk as soon as possible, at any time prior to the start of the meeting.

Councillors who have declared a Disclosable Pecuniary Interest, or Other Disclosable Interest which falls within the terms of paragraph 13(4) (b) of the Members' 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 (Localism Act 2011, s29).

The meeting will be adjourned for Public Questions

The time allocated is at the discretion of the council/chairman. Residents are invited to give their views and question the parish council on issues on this agenda or raise issues for future consideration at the discretion of the chairman. Members of the public may not take part in the parish council meeting itself. This period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire.

The meeting will be resumed

5. Minutes: To consider the approval of the minutes of the last meeting of the council.

6. District and County Councillors' reports: for information.

7. Key Documents to review for adoption or approval:

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|---|--|
| 7.1 Review & adopt Financial Regulations | 7.2 Review & adopt Standing Orders |
| 7.3 Review & adopt Code of Conduct | 7.4 Review of Risk Management Scheme |
| 7.5 Review Insurance Policy | 7.6 Review Asset Register |
| 7.7 Review and confirm direct debits | 7.8 Review of Delegated Powers |
| 7.9 Review and confirm bank mandate and signatories | (deferred pending approval of Financial Regulations) |

8. To Review and Re-adopt the following Policies/Procedures:

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|--------------------------------------|-----------------------------------|
| 8.1 Publications Scheme | 8.2 Freedom of Information Policy |
| 8.3 Complaints & Data Privacy Notice | 8.4 Equality and Diversity |
| 8.5 Disciplinary/Grievance | 8.6 Press & Media |
| 8.7 Social Media | 8.8 Grant Awards |
| 8.9 Training & Development | |

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Clerk to the Council: Julie White, Box Tree Cottage, Worcestershire, WR7 4PE

9. Progress Reports: for information & discussion:

Item	Description	Responsible
a)	Long Lane VAS signs – Updates on repair and Bluetooth	GB
b)	Visibility fencing in Throckmorton (opp The Elms) – any update – options	GB
d)	Culvert Babylon Lane – Any updates	MA
e)	Jubilee Events – Co-ordination/planning	All
g)	Footpaths and Bridleway noticeboard	EP/GB
h)	Solar Farm meeting	CT/MD/FA
i)	Report on annual inspection of play areas	EP

10. To consider a community litter pick prior to the Jubilee plus any subsequent ones

11. To consider the re-appointment of Parish Council appointed Trustees, Janis Hodgkins and Eric Jones on to Bishampton Relief in Need Charity for a further 4 year term

12. To discuss the Community Pottery Scheme

13. To discuss the Wheelwright's Equipment Display

14. Planning

		Reference	Description	Comment
	Pending	21/01962/FUL	Rotherdale Farm Long Lane: The erection of a 142,596 M2 Glasshouse	No Comment
	Pending	21/02478/CU	Land at Pershore Airfield, Long Lane: Change of use 27.6 Hectares	No Comment
	Pending - Committee 3 March	21/02648/FUL	Land off Long Lane (Airfield): 4 Warehouses + associated parking etc	Commented
APPROVED		21/02985/FUL	Evesham Vale Carp Fishery - Change of use of fishing lakes to recreational use	Commented
	Appeal pending	21/02215/OUT	6 self-build properties – Land at Main Street (OS9890 5087)	Further representation sent to Planning Inspector
	New	W/22/00911/HP	Erection of detached garage and home office – variation of condition 2 of planning permission 20/00644/HP	

15. Progress Reports: Properties

- a) **Dolphin** Maintenance issues:
 - i) Gas safety certificate
 - iii) replacement of alarm sensor
 - ii) wiring in loft space – awaiting electrician
 - iv) repair of shed door – approval of quote
 - v) boundary front fence damage
- b) **Housemartins**
 - i) Fan fitting – update

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c) **Shop** Electrical work – awaiting electrician

16. Finance

16.1 To receive bank reconciliation

16.2 To approve payments

17. **Correspondence for Information:** To note any items of correspondence

18. Clerk's report

19. Completed Items to close (not mentioned elsewhere)

- Radiator fitted in The Dolphin bathroom
- Football net fitted at Villages Hall play area
- CIL projects

20. Councillors' reports and items for future agenda

Councillors may use this to report minor matters of information and raise items for future agendas.

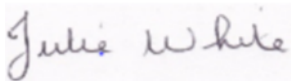
21. Date of next meeting(s):

- The Throckmorton Parish Meeting will be on Thursday 19th May 2021 at 7.00pm in Throckmorton Parish Rooms.
- The next council meeting is the Parish Council meeting on Monday 6th June at 7.00pm in Throckmorton Parish Rooms

22. Confidential business

To resolve to close the meeting via Public Bodies (Admission to Meetings) Act 1960 to discuss matters relating to any of legal / staffing / contractual issues that, if discussed in the public arena, would be prejudicial to the public interest, following which members of the public will be asked to withdraw.

22.1 Dolphin Boundary Issue – update.



Julie White
Parish Clerk
9th May 2022