

Bishampton & Throckmorton Parish Council

**Minutes of the Parish Council Meeting held on
Monday, 2nd June, 2008, at the Villages Hall, Bishampton.**

Members and Officers present: Mr D Cheetham, Mr G Day, Mr Burtoff, Mr Baldwin, Mr J Mills, Mr C Tucker (from 8.00pm), Mr J Morrison and Mr M Argyle (from 7.45pm) and Mrs C Morris (Clerk).

In attendance: Cllr Liz Tucker (WDC,WCC). PC Stuart Toms, PC David James.

The meeting opened at 7.30pm and was adjourned at 7.40pm to hear from a member of the public in attendance, Mr Jackson, who raised a personal issue with Cllr Burtoff who then left. The council refused to discuss the matter with Mr Jackson who remained and was then permitted to give views on issues from the meeting later.

The meeting re-opened at 7.42pm.

The meeting was suspended at 8pm for ten minutes to hear from PC Toms who attended the meeting to talk about PACT issues. See attached note.

ADMIN:

1. To receive apologies and to approve the reason for absence.

Apologies were received from Cllr Beever who had work commitments. Cllr Mills and Cllr Baldwin passed on their apologies from last month, which did not reach the clerk because of technical difficulties.

2. To record: a) Declarations of Interest (Personal & Prejudicial) and b) Any changes to be notified to the Register of Interest and Gifts & Hospitality.

Cllr Baldwin and Argyle declared their interest in item 10 as members of the Village Hall Management Trust and the Junior Play Area Committee.

3. To review the council's Financial Regulations and Risk Assessments (PC, MFL Conservation Area, PlayArea)

Cllrs Cheetham and Argyle were in the process of reviewing the risk assessments.

The Clerk had prepared a pack of all the council policy documents which needed annual review and this was given to each councillor.

4. To approve the minutes of the Parish Council Meeting on May 12th '08.

The minutes (previously circulated) were signed as a true record of proceedings.

NEW ITEMS:

5. To consider the potential loss of Bishampton's phonebox.

Members agreed to oppose the closure of the phonebox, which was still considered useful for the community. They asked the clerk to write to BT. **Action clerk**

6. **To consider reviewing the role of the parish council and its function in the community.** Deferred.
7. **To consider the village bus service.**

The PC had received a letter about the poor bus service in Bishampton, stating: "Given that there is a need to help people to reduce their carbon use, this is a lamentable situation which does not exist in most other rural communities. How can people use buses that don't exist?"

Councillors agreed that the service was inadequate and the villages would benefit from an improved service. They agreed to write to the county council to ask if a better service could be arranged – even on a request basis. Clerk to inform the correspondent. **Action clerk**

REGULAR ITEMS:

8. Finance

8.1. To note any receipts.

The council had received the £500 grant from Wychavon District Council for the annual litter pick.

8.2. To approve the statement of cash reconciliation for May 2008 and the annual statement of accounts.

The cash reconciliation for May showed that in the current account at the end of May, income amounted to £500 and expenditure to £876.31, leaving a total of £9,940.26. The savings account earned £84.88 in interest putting its total at £40,370.48. This meant the council's total cash assets on May 30 stood at £50,310.74.

8.3. To approve outstanding invoices for payment.

Allianz Insurance	PC Insurance	£927.48
Dean Gibson	Lengthsman	£80.00

The council also approved a payment of £139.99 to Cllr Baldwin in reimbursement for a sat nav system bought for the Community First Responder team. (approved March 3rd 08 – 0803.03)

Action clerk

8.4. To approve claims for expenses/overtime.

Clerk's expenses of £27.91 (ring binders £17.91/mileage £10) were approved.

8.5. To consider any end of year/audit issues.

The clerk reported that the accounts were in the process of being internally audited. The annual accounts were adopted by the council and the annual cash reconciliation form was signed by the chairman. The council went through the annual governance statement and agreed all points – chairman and clerk to fill in and sign the annual return when it comes back from the IA. **Action clerk**

BREAK FOR CHEQUE SIGNING

9. Planning

9.1. **Council's response to planning applications between meetings.** None

9.2. **Current planning applications –**

Request for removal of hedgerow, The **Larches**, Bishampton. **No Objection**

W/08/01400/PP Two storey and single storey rear extensions, **Honeylands**,
Abberton Road, Bishampton. **No Objection**

Action clerk

9.3. **Reports on planning decisions.**

W/08/00774/PP - 4 Larches Cottages, Hill Furze Road –
Two-storey side extension. **APPROVED**

W/08/00949/PP – Lynley, Broad Lane, Bishampton – Kitchen, lounge, office and
bedroom extensions. **APPROVED**

10. Play Areas

10.1. **To hear any update from the BATVH play area committee and consider action necessary to develop the Junior Play Area project.**

Cllr Baldwin reported that the contractors had been due to start work on May 26th but had been delayed on their previous job. Cllr Baldwin had complained that they had not informed him of the delay and they apologised and were planning to start work later in the current week. A container was to be placed on the village hall car park for storage while the work was being carried out and access would be gained to the site from the eastern end of the site to avoid machinery damaging the paved area by the hall. The work should be completed in 2-3 weeks.

10.2. **To consider any other matters relating to the parish play areas.**

Cllr Baldwin and Cllr Cheetham had examined the RoSPA report on the play area and Cllr Baldwin had contacted the neighbouring householder to ask for the removal of barbed wire in the hedge which had been identified as a risk. Cllr Baldwin also reported that the steps at the front entrance to the playing field were in need of replacement and that the hedge needed attention. Clerk to arrange. Action clerk
He also pointed out that the path area at the southern end of the playing field was overgrown but that a previous PC had suggested the landowner should not cut it. It was agreed that it was the responsibility of the landowner and that he should also be asked to trim back his hedge from the pavement, which was causing an obstruction to pedestrians. Cllr Mills agreed to discuss the matters with the landowner. Action Cllr Mills.

11. Footpaths: To consider footpath issues.

The clerk was trying to organise the annual footpath repair programme.

12. To consider any parish Lengthsman issues/jobs.

The parish had been accepted into the scheme for the current year and has a total of £2060 to spend for the year.

The clerk had spoken to the lengthsman and it had been agreed to trial a one-day-a-month scheme.

He had invoiced for :

- Three hours' flood work digging out roadside trenches (WCC to reimburse)
Action clerk
- Play area checks and the supply and replacement of a sheared bolt on the play area (PC to fund)

Councillors to email clerk asap with any areas which they thought needed attention on a monthly basis – or to inform the clerk of problems as they arise. **Action cllrs/ clerk**

UPDATES:

13. To consider any matters regarding ongoing issues:

- **Housing matters in the parish (Regional Spatial Strategy).**

The deadline on regional housing consultation (RSS) has been extended to Dec 8 to allow for some Govt planning consultants to study further housing allocation possibilities for this region.

- **Flooding in the parish and spending of the grant.**

The clerk reported that the planned survey was underway.

- **Closure proposals for the Post Office.** No new information.

- **War Memorial refurbishment.**

The PC had received a complaint about the state of the war memorial – its neglectful state not being fitting for its importance. It was reported that despite several attempts at organising its refurbishment, the council had been unable to proceed for various reasons.

Cllrs Argyle and Cheetham had volunteered to carry out the pruning work but on inspecting the holly trees around the memorial, it was believed they needed specialist attention.

It was agreed that Cllr Baldwin would arrange for an expert to meet him and Cllr Argyle to discuss the work. The clerk was given permission to authorise work on receipt of a quote.

The stonework needed cleaning with soap and water and it was agreed that the lengthsman would be asked to carry out the job. If he could not, then a work party would be organised.

Action Cllr Baldwin/Argyle/Clerk

REPORTS/CORRESPONDENCE:

14. PACT news.

Cllr Morrison to liaise with PC Toms.

15. CALC/ training matters.

Cllr Day is to attend the training sessions.

16. Newsletter items.

It was agreed that the clerk should produce a PC newsletter for the coming month.
Topics: Annual report/ dog fouling/ PACT survey,

17. To receive reports from councillors and items for future agendas.

District and County Councillor Liz Tucker reported:

- that she had received news that there were further plans to increase the size of the Asylum Centre in Bicester.
- that Quinetiq bosses had met with the WDC Chief Executive and were due to meet with the council leader but there was no news about the outcomes.
- that she had asked why there had been no reply from Wychavon to the PC concerns over the planning policy regarding an access road to the north of the airfield. This was because of illness.

Cllr Baldwin asked Cllr Tucker if she could stress how urgently the pavements in Moat Farm Lane needed attention.

18. To consider any further items of correspondence.

- Invitation to Wychavon Civic Service – anyone who would like to go to contact the clerk.
- Elmley Small Grants – available for community led and managed arts activities and equipment.
- Disabled Housing Need Seminar – Wed June 11th 10.30pm – 2pm.
- CPRE (Council for the Protection of Rural England – of which we are members) Annual report (circulation) and AGM – Worcester Uni 22nd June (talk by CPRE Chairman about the regional group and the housing situation. Councillors to contact clerk if they want to attend.

(Circulation: Artworks mag/ CPRE annual report).

19. To affirm the dates of the next meeting of the Parish Council:

July 7th - Throckmorton.

The meeting closed at 9.00 pm

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Chairman

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Date

Clerk to the Council Mrs C. Morris

Notes from the public session:

PC Toms reported that the PACT questionnaire had been replaced in the shop, with one which had more relevance for local people. He explained the role of PACT and said that he planned to organise further meetings after the results of the questionnaire had been analysed. To date, there had only been one response, relating to a problem in Hampton.

He said he and his colleague, David James, had been in the village several times and they had walked its length making inspections – although they were disrupted while near the church by a call to a missing child in Evesham. It was PC James who then went on to catch the lad.

The chairman thanked the officers for attending and keeping the parish informed.

DRAFT