

Bishampton & Throckmorton Parish Council

Minutes of the Parish Council Meeting held on
Monday, 7th April, 2008, at the Villages Hall, Bishampton.

Members and Officers present: Mr D Cheetham, Mr M Argyle, Mr D Burtoft, Mr J Mills, Mr C Tucker (from 7.35pm) and Mrs C Morris (Clerk).

The meeting opened at 7.30pm.

ADMIN:

08.03.1 To receive apologies and approve the reason for absence:

Apologies were received from Cllr Baldwin, who was working away, Cllr Day, who was unable to attend and Cllr Morrison who had work commitments. They were noted and approved.

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

There were no declarations of interest.

08.03.3 To approve the minutes of the PC Meeting held on March 3rd 2008:

The minutes were approved and signed by the chairman as a true record.

NEW ITEMS:

08.03.4 To consider grant requests:

The following grant applications were supported by the PC:

BAT Villages Hall Trust - £1000 (from the 07-08 grant budget).

Wychavon Citizens' Advice Bureau - £200.

The local Silver Circle group - £200.

Wychavon Mencap - £100. Action Clerk

The council decided it could not support the national Help for Heroes charity but would try to help publicise it and would be open to considering support for any local issues.

Action Clerk

08.03.5 To consider the issue of policing in the parish:

It was agreed that the clerk should write to ask the community beat officers for a copy of their log to see when they had visited the village. Action Clerk

REGULAR ITEMS:

08.03.6 **Finance:**

08.03.6.1. Application for Rural Rate Relief from Business Rate:

It was agreed to support the application from Bishampton Stores and Post Office and pay the £121.28 amount requested.

08.03.6.2. To note any receipts:

Receipts for March:

Footpath grant (county council had mistakenly failed to pay at the beginning of the year): £600.00.

08.03.6.3. To approve the statement of cash reconciliation for March and the annual statement of accounts:

The accounts for March showed that the PC received £609.92 in income and spent £1,988.15, which left £3,628.37 in its current account at March 31st. The savings account gained £88.84 in interest which brought its total, at the end of the month, to £40190.71. This meant that as of March 31, the council's total cash assets stood at £43,819.08. The clerk presented councillors with an initial summary of spending for the year and a budget summary. All councillors will be sent a copy of the accounts electronically ready to adopt and close them at the next meeting. **Action Clerk**

08.03.6.4. To approve outstanding invoices for payment:

The following invoices were approved for payment:

1145	P R Chamberlain (Gardening Club- snowdrops)	£100.00
1147	Local Council review subs	£13.50
1148	GBD Mowing	£251.50
1149	Nalc and Calc subs	<u>£333.44</u>
		<u>£697.44</u>

Action Clerk

08.03.6.5. To approve claims for expenses/overtime:

Clerk's expenses of £6.08 were approved.

08.03.6.6. To consider any end of year/audit preparations:

There were none to report.

08.03.6.7. Clerk's annual appraisal and salary review:

The clerk left the room during the discussions.

-It was reported that the Chairman had met with the clerk and carried out an audit of accounts as well as an appraisal.

-No issues were raised in the accounts.

-It was agreed that councillors valued the extra agenda containing reports for councillors to read before the meeting and that the clerk would attempt to send it out sooner.

-Councillors agreed to acknowledge receipt of agendas.

-The Clerk agreed to investigate the clerk's qualification during the summer.

-It was agreed to increase the Clerk's salary one spinal column point (to pt 21) from April 1st plus the annually negotiated inflationary pay rise when it occurred.

- It was agreed to pay the clerk four more hours per month and that the clerk should

claim overtime for further hours worked (to be discussed with the chairman before the meeting).

-It was agreed that the mileage rate should be adjusted in line with the new national rates when they arose.

08.03.7 Planning:

08.03.7.1. Council's response to applications between meetings: None

08.03.7.2. Current Planning Applications: None

08.03.7.3. Reports on planning decisions:

W/07/02943/CU The **Old Schoolhouse**, Throckmorton, renewal of previous permission to convert in living accommodation. **APPROVED**

W/07/02721/PN Marshalls Transport, new warehouse, Throckmorton.

REFUSED:- Reasons: Development in open countryside/ highway safety/ scale. Councillors were concerned that mention was made of a possible future link from Marshalls to the A44, which had been removed from the policy plans for the science park on the airfield. Council to write and point out the error to the planning officer concerned.

Action Clerk

08.03.8 Play Areas:

08.03.8.1. To hear any update from the Junior Play Area Committee:

The clerk reported that the play equipment had been ordered and was due to be installed over the next two months.

08.03.8.2. To consider any action necessary to continue work on the Junior Play Area project: None

08.03.8.3. To consider any other matters relating to the play areas: None

08.03.9 Footpaths – To consider footpath issues and a quote for footpath work:

The clerk had delivered dog bags to the shop for use by local owners.

The clerk was also in the process of drawing up a bid for footpath money for the coming year and was asked to add treatment of a muddy section of Jubilee Walk to the plan. Action Clerk

08.03.10 To consider any Lengthsman Issues:

The clerk had renewed the lengthsman contract with the county.

It was noted that the lengthsman was unable to carry out the trimming of the shrubs round the war memorial because he did not have a waste carriers' licence. Cllr Cheetham and Argyle will tackle the work. Action Cllr Cheetham/Argyle
Cllr Tucker offered to draw up a regular schedule for lengthsman work later in the spring and to liaise with the lengthsman on regular duties. Action Cllr Tucker

UPDATES:

08.03.11 To consider housing matters in the parish – the plans for an Eco Town and the Regional Spatial Strategy:

Councillors heard the news that the Eco Town idea on the airfield had been dismissed by the Government. A poster had been placed in the shop and a round robin email circulated on the day of the news. All who took part were congratulated on their work and the outcome – but councillors agreed to ask for involvement on talks regarding the future use of the airfield land. **Action Clerk**

Cllr Mills reported on his attendance of a Joint Core Strategy meeting, which was promoting development of existing towns and settlements to accommodate the Government housing figures.

08.03.12 To consider any issues arising from parish litter pick: None

08.03.13 To consider issues relating to flooding in the parish and spending of the grant:

Cllr Cheetham and Cllr Liz Tucker had met with Wychavon's head of environmental services, Steve Jorden, to discuss the plan for the PC to fund a survey of the water flow in Bishampton. He agreed it would be a productive way to spend the flood grant and the department was to liaise with the PC surveyor.

Mr Jorden said it was landowners' responsibility to pay for the repair of drains on their land but the parish council could, if it wanted to, help out by funding such a scheme. Cllr Cheetham to continue liaising.

Action Cllr Cheetham.

08.03.14 To consider progress on the Affordable Housing Survey:

Results of the survey showed there was a small need for a few affordable houses in the village. They were noted by the council. **Action Clerk**

08.03.15 To consider plans to close rural Post Office branches:

Cllr Liz Tucker reported that she had attended a seminar on the closure of shops and post offices and had been given some ideas for improvements. It was agreed that the parish council should investigate possibilities of taking on the lease should a closure of the Post Office be proposed. **Action Clerk**

08.03.16 To consider issues relating to earning Quality Parish Status: None

08.03.17 To consider issues relating to the closure of the village pub:

There had still been no correspondence from Enterprise Inns and no further news on the future of the pub.

08.03.18 To consider progress on the state of the pavements in Bishampton:

The lengthsman's report of the state of the pavements had been submitted to the highways department and officers were due to carry out a further inspection. Clerk to follow up. **Action Clerk**

REPORTS/CORRESPONDENCE:

08.03.19 PACT News:

PC Julie de Paris had supplied a report on PACT activity.

She said: She had carried out surveys about issues of concern in Throckmorton and had spoken to about 20 people. Issues raised were 1X better road markings/ dangerous junction (Bishampton Lane), 1 person mentioned speeding traffic Throckmorton, 1 X street drinking at Tilesford. A surgery was held in Bishampton stores on March 10th. About 14 people were spoken but no issues were raised.

A environmental walk was planned for April 4th in Bishampton and for June 25th around Wellfield Gardens with Roof-Top housing. An environmental survey will be conducted at Throckmorton on April 9th. She added that there are further surveys to be conducted in Bishampton over the next few weeks.

It was agreed that the clerk should write to ask what these actions entailed.

Action clerk

08.03.20 CALC/Training Matters:

The chairman encouraged members to attend training if they hadn't already done so. Clerk to circulate dates.

Also: CALC briefing 'Equality – Legal Obligations for Parish and Town Councils. (23rd April Civic Centre/24th April County Hall). Councillors to contact clerk if able to attend.

Action Councillors/clerk

08.03.21 To receive reports from councillors and items for future agendas:

Cllr Baldwin sent in a report that he was continuing his research on Sat Nav systems for the First responder scheme and added that he would bring the defibrillator kit to the annual parish meeting to demonstrate how it works.

He also said he had been researching chemical cleaning substances for the war memorial, but councillors were concerned about its effects on the stone. Clerk to liaise.

Action Clerk

District and county councillor Liz Tucker reported that she had been involved with flooding scrutiny meetings to look at flooding issues around the district.

She had also reported that for the first time, there were plans for organised activities for young people to be staged in Bishampton during the summer holidays.

08.03.22 To consider any further items of correspondence:

- Worcestershire County Museum Society – Information about the planned sale of Hartlebury Castle and publicity to try to promote better use of the county museum.
- National Concessionary Travel Scheme – from April 1st, users can travel anywhere in England during off-peak hours.
- Standards Committee meeting.
- Clement Keys appointed as External Auditor for the next five years.
- Worcestershire County Council waste core strategy – being rewritten.
- Dog Microchipping Events – posters.
- Kidney Research UK promotion (send the NewsSheet)
- Wychavon DC Community Grants.
- Wychavon Parish Games information.
- Volunteer Walk Leader Training, April 18th.

- Mr Dyke's reply from county traffic management engineer Mr K Hemstock was noted, regarding his comments about the dangerous bend out of Bishampton (south) and the reinstatement of the centre line and red screed at the village entrance. The officers were looking into the matters and were also looking into fitting hazard marker posts.

Circulation: *Local Council Revue/CPRE mag.*

08.03.23 To affirm the date of the next meeting of the Parish Council:

The date of the next meeting was confirmed as Monday, May 12th, Bishampton (Annual Parish Council Meeting).

The Bishampton Annual Meeting was confirmed as Tuesday, April 29th.

Cllr Tucker is to organise a date for the Throckmorton Annual Meeting, before the end of May. **Action Cllr Tucker / Clerk**

The meeting closed at 9.20pm

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Chairman

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Date

Clerk to the Council Mrs C. Morris