

BISHAMPTON AND THROCKMORTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 5th September 2022 at 7.00pm at The Parish Rooms, Throckmorton

Prior to the commencement of the meeting, Branwen Bingle who is a Communities Officer from Wychavon District Council addressed the meeting about The Ticket to Ride initiative and the proposed route that a new community bus service could take. She answered any questions that were raised.

Present: Cllrs Boocock (Chair), Hodgkiss, Cllr Rolls, Cllr Tucker and Cllr Wood

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

1. Apologies: Cllr Amoroso, Cllr Argyle, Cllr Davis and Cllr Poulter

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

There were no members of the public present, therefore the meeting was not adjourned

3. Minutes

- 3.1 The minutes of the meeting on 4th July were proposed as a true and accurate record by Cllr Boocock. The proposal was seconded by Cllr Tucker. All in favour. The Chairman signed the minutes.
- 3.2 The minutes of the extraordinary meeting on 22nd August were proposed as a true and accurate record by Cllr Boocock. The proposal was seconded by Cllr Hodgkiss. All in favour. The Chairman signed the minutes

4. District and County Councillors' reports.

District Councillor Tucker gave the following report:

- She endorsed comments raised during Ms Bingle's presentation that Tilesford desperately needs transport. At the very least, a formal lift service should be introduced.
- There have been 3 plans awaiting a decision for a long time. Cllr Tucker said that these all relate to the airfield in Throckmorton and she suspects that these are waiting for conditions to be fulfilled and after 23rd September there will be some decisions.

County Councillor report:

Cllr Boatright gave the following report:

- He requested that if there are any parents struggling with access to school buses to contact him direct.
- Cllr Boatright said that he had spent an hour in Long Lane with 2 members of Highways. It was very dangerous as the road is not designed for the volume or type of traffic that uses it. He has requested information on the numbers of vehicles that should use the road and is still awaiting a response.
- The unauthorised fence at Church Farm House in Long Lane has been removed.
- The dates of the Bus Taskforce tour are awaited.
- The temporary traffic lights that had appeared in Long Lane and were queried at July's meeting were emergency lights that a utility company had installed.
- Now that the weather is getting wetter, please report any drainage issued as soon as possible.

BISHAMPTON AND THROCKMORTON PARISH COUNCIL

Cllr Boocock thanked Cllr Boatright and Cllr Tucker for their work over a long period to obtain a good result regarding the unauthorised fence in Long Lane.

Cllr Boocock asked Cllr Boatright if there was any update on the culvert in Babylon Lane. Cllr Boatright said that he would follow this up.

Cllr Hodgkiss said that a fence in Long Lane over the brook has been trashed. Cllr Boatright said that he would investigate.

5. Progress Reports – for information and discussion

Item	Description	Responsible
a)	Solar Farm meeting. A meeting took place between the working party and John Mujinga and Claire Hannon from Infinis. The subsequent information that was sent through from Infinis on the traffic management plan and the landscaping plan has been forwarded to neighbouring parish councils. Cllr Tucker said that Infinis has offered the services of a solicitor to decide what's feasible for the funding. He said that they also offered the services of another company which would manage the fund entirely.	FA/CT/MD/CW
b)	Strimming the verges at Shorthorn Wood. Cllr Tucker said that the contractor should be able to carry out the work in October but a quote has not been obtained yet. It was pointed out that a maximum of £500 has been allocated for this work. Volunteers have been working hard to keep things tidy.	CT
c)	Litter Picking – The planned litter pick took place in July and was very successful with plenty of people volunteering to take part. Cllr Wood suggested that 3 litter picks could take place each year. Everyone was in favour of this suggestion. The next one will be scheduled for the end of September/beginning of October. Cllr Wood was thanked for her hard work.	CW
d)	Culvert, Babylon Lane – Cllr Boatright making enquiries	MA
e)	Footpaths and Bridle Way Noticeboard – waiting for ground to soften	EP

6. Items for consideration

6.1. Following on from Branwen Bingle's presentation, Cllr Tucker expressed his appreciation to Ms Bingle for taking the time to come along to address the Parish Council. After further discussion on the proposed community transport scheme and the logistics of how it would work, Cllr Tucker proposed that the Parish Council approves to let him proceed with putting a plan and costings together and registering for the Ticket to Ride scheme before the 28th September deadline. Cllr Boocock seconded the proposal and all were in favour. Cllrs Rolls and Wood will assist Cllr Tucker after he has held a meeting with Karen Swinton from the Volunteer Help Centre and Branwen Bingle. Cllrs Wood and Rolls will come up with ideas for publicity and interest can be gauged via Facebook. Cllr Boatright will find out which routes are under threat and see if there is a crossover.

6.2. Cllr Boocock gave a brief update on the South Worcestershire Development Plan Review (SWDPR). Cllr Tucker asked that the parish council authorises the printing of a batch of awareness leaflets to go out to residents of all surrounding parishes to reawaken understanding. Cllr Tucker said that the information needs to be distributed urgently and the cost of printing the leaflets will be £106.00. Councillor Boocock proposed that the payment for the printing of the leaflets is authorised, seconded by Councillor Wood. All in favour.

At the last meeting up to £4,000 was approved for professional costs and Cllr Boocock proposed that up to £1200 is released to cover costs of consultation with legal counsel. This will be supplemented by payments from neighbouring parishes up to £600 each. Cllr Wood seconded the proposal. All were in favour.

Cllr Boocock suggested that the banner by the war memorial in Bishampton is moved. The Villages Hall will raise it at their next meeting to approve siting it on their hedge. All in favour.

Cllr Hodgkiss expressed an interest to be included in future SWDPR meetings. Cllr Boocock said that he would invite him to the next meeting.

BISHAMPTON AND THROCKMORTON PARISH COUNCIL

6.3. La Serra – Review of communications. This item was deferred until Cllr Amoroso is present.

6.4. It was confirmed that the Parish Council is ready to make its application for the Foundation Award to the accreditation panel.

It was proposed by Cllr Boocock and seconded by Cllr Rolls that by this resolution Bishampton and Throckmorton Parish Council confirms that it publishes online:

- a. Its Standing Orders and Financial Regulations
- b. Its Code of Conduct and a link to councillors' registers of interests
- c. Its Publications Scheme
- d. Its last annual return
- e. Transparent information about council payments
- f. A Calendar of meetings including the Annual meeting of electors
- g. Minutes for at least one year of full council meetings and any committee or sub-committee meetings
- h. Current Agendas
- i. Budget and Precept information for the current financial year
- j. Its complaints procedure
- k. Council Contact details in line with Transparency Code
- l. Its Action plan of the current year
- m. Evidence of consulting the community
- n. Publicity advertising council activities
- o. Evidence of participating in town and country planning

It was further proposed by Cllr Boocock and seconded by Cllr Rolls that by this resolution, Bishampton and Throckmorton Parish Council confirms that it has:-

- a. A risk management scheme
- b. A register of assets
- c. Contracts for all members of staff
- d. Disciplinary and grievance procedures
- e. A policy for training staff and councillors
- f. A record of training undertaken by staff and councillors in the last year
- g. A clerk who is Cilca qualified and engaged in CPD training

Everyone was in favour of both resolutions above.

6.5. The 20s Plenty initiative was widely publicised and there was very little response from parishioners. 44% were in favour and 56% preferred to keep existing measures. Therefore, Cllr Boocock proposed that the results are published and the initiative not pursued further at this time. Seconded by Cllr Hodgkiss. All in favour.

6.6. Funding the renewal of volunteer's chainsaw licence. Item deferred until the price is confirmed.

6.7. The Managing Agent for the Housemartins flat above the shop recommend that the rent should increase by 5%. Cllr Boocock proposed that the suggested 5% increase is accepted. Seconded by Cllr Wood. All in favour.

6.8. The Autumn newsletter should go out in late September/early October and items for inclusion should be with the Clerk or the Chairman by 11th September.

7. 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	21/02648/FUL	Land off Long Lane (Airfield): 4 Warehouses + associated parking etc	Commented
Refused	21/02215/OUT	6 self-build properties – Land at Main Street (OS98905087)	Further representation sent
Approved	W/22/01042/HP	Grove Farm, Bishampton – two storey extensions to front, side and rear of dwelling	No Comment

BISHAMPTON AND THROCKMORTON PARISH COUNCIL

Pending	W/22/01107/HP W/22/01108/LB	Manor Farm, Main Street, Replacement render (retrospective)	No Comment
Pending	W/22/01537/OL	Solar Farm, Broad Lane, Section 37 consent, installation of a new overhead line	No Comment
Pending	W/22/01142/LB	Orchard Cottage, Main Street – Replacement of 5 windows and one double door (glazed)	No Comment

8. Progress Reports: Properties

Item	Description	Responsible
a)	Dolphin Maintenance Issues: - i) Carbon monoxide detector and fire alarm. Cllr Hodgkiss has obtained the new sensor and it is hoped that the electrician will be able to fit it when he visits to attend to the wiring in the loft. Cllr Hodgkiss to investigate sourcing a carbon monoxide detector.	GB/MH
	ii) Damp issues – no further update	MA
	iii) Wiring in loft – still awaiting the electrician	MH
	iv) The terms of the lease have been agreed with the new tenant of The Dolphin. The Clerk to liaise with the solicitor. There is some external decoration required, once the extent is known then the course of action will be confirmed. It was suggested that a couple of Cllrs should inspect the building internally and externally and carry out an inventory. It was noted that the current tenants are talking about shutting their doors earlier than they first suggested.	GB/Clerk
b)	Housemartins – bathroom redecoration. The Clerk received 2 quotes which were like for like so the cheaper quote was accepted. The work has been carried out satisfactorily and the tenant has confirmed that he is happy. The Clerk has raised the question of smoke alarms and carbon monoxide with the Managing Agent who will confirm that the new regulations are complied with.	Clerk
c)	Shop electrics: The electrician still has not quoted for the work. Cllr Hodgkiss to chase.	MH/Clerk

9. Finance

- 9.1. The bank reconciliation had been previously circulated and was received and accepted.
- 9.2. The Payments & Receipts list had been previously circulated was received and accepted. Cllr Boocock proposed that the payments were approved en bloc (appended to the minutes). Seconded by Cllr Wood. The payment for the SWDPR leaflets will be added to the list. All in favour.
- 9.3. The Payments & Receipts list from August with routine payments paid under delegated powers was received and accepted. Cllr Boocock proposed that the list of payments is accepted. All in favour.

10. Correspondence for Information (circulated prior to the meeting).

The list of correspondence was noted and the following items were highlighted:

- Following the PC's application for a grant from the Police Commissioner's Community Fund for Safer Roads. 50% of the amount of £4779 has been offered. This is to be considered at a future meeting.
- A letter from West Mercia Police introducing Superintendent Rebecca Love as the new Local Policing Commander for South Worcestershire.
- An email response from Western Power following concern raised at the Annual Meeting of the Parish highlighting power outages and voltage fluctuations and concern over the adequacy of the supply in the villages for people considering installation of air source heat pumps etc.

BISHAMPTON AND THROCKMORTON PARISH COUNCIL

11. Clerk's report:

- Gina has offered to hold an extra coffee morning on 17th/18th September at The Dolphin. After discussion it was felt that this was too soon after the last one.
- The lengthsman will not be in the villages for w/c 12th September.

12. Councillors' reports and items for future agenda:

- Green energy – solar panels and electric charging points.

13. Date of next meeting:

The next Parish Council meeting will be held on Monday 3rd October at The Ockenden Suite, Bishampton Villages Hall, at 7.00pm

The meeting closed at 20.53

Signed

BISHAMPTON AND THROCKMORTON PARISH COUNCIL

Bishampton & Throckmorton Parish Council - September Payments & August Receipts

Bank Balances as at 31/08/22	Amount	Interest	Gross Income (August)		
Lloyds Deposit	14,053.68	0.47	1,779.17	5.8.22	Dolphin Rent
Lloyds Current (01289157)	31,521.76		300.00	16.8.22	Shop rent
Totals	45,575.44		33.22	17.8.22	Bish Cares Coffee - August
			333.33	19.8.22	Grant - bench Nature Reserve
			572.00	25.8.22	Johnsons Housemartins rent
			1,009.65	30.9.22	Quarterly VAT reclaim
			4,027.37		Total

Authority to pay		Nett Amount	VAT		Cost code	Invoice No
J White	Salary	696.00	0.00	696.00	1	n/a
J White	monthly allowance	17.50	0.00	17.50	2	n/a
J White	mileage (Aug)	31.50	0.00	31.50	2	n/a
Smartcut	grounds maintenance	266.25	53.25	319.50	25	18133
The Dolphin Inn	Coffee Mornings - Aug 5/27th & Sept 2nd	166.50	0.00	166.50	9	n/a
Carl Brassington	Lengthsman Duties	225.00	0.00	225.00	31	n/a
Net World Sports (reimburse Clerk)	Replacement for damaged post on ball stop nets	23.29	4.66	27.95	26	S11905927
AED Donate (reimburse Clerk)	Defib pads	59.59	11.92	71.51	9	
Westcotec	Replacement VAS battery	91.50	18.30	109.80	28	13847
Westcotec	Bluetooth data retro fitted to VAS	277.50	55.50	333.00	28	13850
Safelincs Ltd (reimburse Cllr Hodgkiss)	Sensor and base for Dolphin	27.43	5.49	32.92	24	INV121190
ecolourpring.co.uk (reimburse Cllr Tucker)	SWDPR leaflets	106.00	0.00	106.00	36	
ICO	Annual renewal	35.00	0.00	35.00	5	DD
Ionos	webhosting	7.00	1.40	8.40	9	DD
Ionos	website content management	7.00	1.40	8.40	9	DD
		2,037.06	151.92	2,188.98		