

# BISHAMPTON AND THROCKMORTON PARISH COUNCIL

## Minutes of the Parish Council Meeting held on Monday 3<sup>rd</sup> October 2022 at 7.00pm at The Ockenden Suite, Bishampton Villages Hall

**Present:** Cllrs Boocock (Chair), Amoroso, Argyle, Davis, Hodgkiss, Poulter, Tucker and Wood

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

### 1. Apologies: Cllr Rolls

### 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 – Cllr Poulter declared an interest in Item 7.2
- 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. The Clerk reported that she has spoken to Mr Mills with reference to the Parish Council erecting a fence which blocks his gateway to The Dolphin car park. He has confirmed that his solicitor will be contacting the Parish Council in due course.

### 3. Minutes

The minutes of the meeting on 5<sup>th</sup> September 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.

#### County Councillor report:

Cllr Boatright gave the following report:

- The dates of the Bus Taskforce meeting are still awaited.
- Some drainage issues have been reported by residents.
- The ditch on Babylon Lane will have 10 days of works starting on 10<sup>th</sup> October – Cllr Boocock suggested that the contractors should be replacing the fencing rails damaged on their previous visit.
- Cllr Boatright asked for confirmation of the location of the fence that was reported as being trashed at the last meeting as members of Highways were unable to locate it.

Cllr Poulter enquired about the outstanding work on the path at the front of the village hall. Cllr Boatright confirmed that the work is on the list, but other more urgent work is taking priority.

#### District Councillor report:

District Councillor Tucker gave the following report:

- Cllr Tucker reported difficulty gaining access to the planning website. The Clerk confirmed that no new planning applications had been received by the Parish Council at the time of the meeting. Cllr Tucker thinks that there are a few new applications in the pipeline. No decision notices have been received since the last meeting.

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- At a recent visit to the tip to discover how the incinerator bottom ash is processed to extract metal, there was a good view over Mr Bruce's land and new activity was noted on there.
- Most of the documentation for Throckmorton New Town is now available online.

## 5. Finance

- 5.1 The bank reconciliation had been previously circulated and was received and accepted.
- 5.2 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 Amoroso. All in favour.
- 5.3 The half yearly monitoring report had been previously circulated and was received and accepted. The Clerk advised that members give some thought to anything that they wish to be included in the budget for the next financial year as the precept request will need to be submitted in January.
- 5.4 The conclusion of the external audit was discussed and received.

## 6. Progress Reports – for information and discussion

Item	Description	Responsible
a)	Solar Farm meeting. No further update. The Clerk has been given a few alternatives of dates that the solicitor is available to meet the working party.	FA/CT/MD/CW
b)	Strimming the verges at Shorthorn Wood. Cllr Tucker has still not been able to contact the contractor to obtain a quote, but should Cllr Tucker speak to him, he will instruct him to go ahead with the work, providing that it doesn't exceed the agreed maximum of £500. All in favour.	CT
c)	Footpaths and Bridle Way Noticeboard – it is hoped that the work will be completed before the next meeting.	EP
d)	Ticket to Ride community transport scheme – Cllr Tucker confirmed that the application was submitted in time. Cllr Boocock was thanked for setting up a system of recording comments via the website. Cllr Tucker said that he had received positive feedback. Cllr Tucker was thanked.	CT
e)	SWDPR updates – The Regulation 19 document has been published on the SWDPR website prior to being reviewed by the district councils. The inter-council team are further publicising the situation encouraging supporters to lobby councillors and their MP. A meeting with legal counsel is arranged for 10 <sup>th</sup> October.	GB
f)	Local Government Foundation Award. The application has been submitted and will be assessed later this month. Cllr Boocock said that there may be a request for a £50 accreditation fee. It was agreed that the Clerk is authorised to pay this if a request for payment is received. All in favour.	GB/JW

## 7. Items for consideration

- 7.1 – La Serra – Review of communications – Cllr Tucker spoke about the burning on the site last year which caused upset to residents. In the past, Cllr Amoroso, who leads communications with Rotherdale Farm, circulates any communication to the Chairman for publication on the website and Facebook. After discussion, it was agreed that any such communication should be circulated to all councillors and not just the Chairman. Cllr Tucker remains unconvinced that the burning won't happen again. It was agreed that Cllr Tucker should draft a communication to La Serra outlining these concerns. This course of action was proposed by Cllr Boocock and seconded by Cllr Poulter. All in favour.

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- 7.2 - Council had previously authorised that up to £120 could be spent to repair the footpaths warden's strimmer but the invoice had come in at £150 +vat. Cllr Boocock proposed that the full total is authorised for payment, seconded by Cllr Amoroso. 7 votes in favour. Cllr Poulter abstained due to declaring an interest and took no part in the discussion.
- 7.3 – Grant application for Bishampton Villages Hall. It was proposed by Cllr Poulter that a grant of £500 is awarded towards the purchase of CCTV. Seconded by Cllr Amoroso. All in favour. Any amount exceeding the grants and donations budget will be taken from contingency.
- 7.4 – Discussion took place over a memorial in honour of HM Queen Elizabeth II. After consideration, the best option for Bishampton was thought to be to replace the bench around the oak tree on the corner of Main Street/Babylon Lane. The Clerk to get some prices and bring them back to the next meeting.
- For Throckmorton, Cllr Tucker felt that a disease resistant elm tree would be appropriate. He will get a price and suggestions for a suitable location in time for the next meeting.
- 7.5 – Cllr Amoroso brought a proof of the welcome pack folder that she has produced. She has approached some local businesses to ask them if they would like to put a flyer in the welcome pack and has suggested a donation each of £25. These donations would cover the cost of the packs. Cllr Boocock suggested that Wychavon District Council should be able to advise when a new person moves in, but it was generally felt that mainly word of mouth and observing when houses are up for sale should suffice.
- Cllr Boocock asked the meeting to consider
- Is the welcome pack a good idea?
  - Is everyone happy with the pack as presented?
  - Is everyone happy with the idea of sponsorship, providing it is limited to 6 local sponsors to enable the cost of producing the pack to be covered?
- 7 votes were in favour. Cllr Wood abstained. Cllr Amoroso was thanked and given the go-ahead to finalise the welcome packs.
- 7.6 – The tenants of Housemartins have indicated that they would like to sign a 12-month fixed term contract rather than a rolling monthly contract. Cllr Boocock proposed that a 12-month fixed term contract is issued to the tenants of Housemartins. Cllr Tucker seconded the proposal. All in favour.
- 7.7 – Green energy – solar panels and electric charging points. It was agreed to defer this item to allow Cllrs Wood and Rolls to obtain more details to bring to the next meeting.
- 7.8 – It was proposed by Cllr Boocock and seconded by Cllr Poulter not to opt out of the SAAA central external auditor appointment. All in favour.
- 7.9 - The Parish Council has been offered 50% towards the total cost of a new Vehicle Activated Speed (VAS) sign in Throckmorton from the Safer Roads fund. This would still leave c£2,400 for the PC to find. Cllr Boocock suggested that the shortfall may be available from the monies pledged for Throckmorton Roads by SMH Fleet Solutions or if not, CIL money. It was proposed by Cllr Boocock that we explore the options to raise the shortfall and accept the 50% grant to replace the Throckmorton VAS sign. Seconded by Cllr Poulter. All in favour.
- 7.10- Cllr Amoroso asked Council to consider funding an accredited chainsaw training course for a volunteer to work at the nature reserve, which would work out cheaper than employing a contractor. It was noted that as Cllrs Tucker and Argyle are currently looking into training courses for the hedge trimmer volunteers, so it was suggested that a better deal may be reached if they are all booked together. Cllr Amoroso will explore this idea in time for the next meeting.

## 8. Planning

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	Reference	Description	Comment
<b>Pending</b>	21/01962/FUL	Rotherdale Farm Long Lane: The erection of a 142,596 M2 Glasshouse	<b>No Comment</b>
<b>Pending</b>	21/02478/CU	Land at Pershore Airfield, Long Lane: Change of use 27.6 Hectares	<b>No Comment</b>
<b>Pending</b>	21/02648/FUL	Land off Long Lane (Airfield): 4 Warehouses + associated parking etc	<b>Commented</b>
<b>Pending</b>	W/22/01107/HP W/22/01108/LB	Manor Farm, Main Street, Replacement render (retrospective)	<b>No Comment</b>
<b>Pending</b>	W/22/01537/OL	Solar Farm, Broad Lane, Section 37 consent, installation of a new overhead line	<b>No Comment</b>
<b>Pending</b>	W/22/01142/LB	Orchard Cottage, Main Street – Replacement of 5 windows and one double door (glazed)	<b>No Comment</b>

### 9. Progress Reports: Properties

Item	Description	Responsible
9.1.	<p>Dolphin</p> <p>i) Ongoing maintenance issues: -</p> <p>CO detector and fire alarm sensor – Cllr Hodgkiss to order CO detector. Sensor is waiting to be fitted.</p> <p>Damp – Cllr Argyle to look at now weather has changed</p> <p>Wiring in loft – awaiting electrician</p> <p>ii) The new prospective tenant has voiced concerned over his ability to staff the pub in the current climate together with financial concerns and is considering not taking on the tenancy. The Chairman asked the PC to consider allowing him and the Clerk to explore further concessions to try and prevent the negotiations from stalling at this late stage. He pointed out that whilst this could result in reduced income and may place a strain on the budget, the issue of not having a tenant would be even worse. The Chairman proposed that the Clerk and he are given the ability to try and negotiate a deal, but if this proves not to be possible then the other shortlisted applicant should be approached. This proposal was seconded by Cllr Poulter and all were in favour.</p> <p>iii) Cllrs Poulter and Rolls recently undertook an inventory of the pub. They were both thanked for carrying this out.</p> <p>iv) Due to the uncertainty of the tenancy at this time and the potential strain on the parish finances it was agreed that an offer of £500 would be made for the dining room furniture at the pub. It was noted that there is other furniture in storage, which whilst not being as aesthetically pleasing as the current furniture, is in decent enough condition.</p>	<p>MH/GB</p> <p>MA</p> <p>GB/JW</p>
9.2	Housemartins – The letting agent has advised that the smoke alarms require replacement. The company that was used last year will carry out a service this week and check the smoke detectors and replace if necessary (£47.50 + VAT per unit). A CO detector is also to be fitted. All in favour.	JW
9.3	Shop electrics: The electrician has still not quoted for the work. Cllr Hodgkiss has been in contact with the electrician and is confident that there will a quote by the end of the week and the work will be carried out at by the end of this month.	MH/JW

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

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

- Cllr Wood has been in touch regarding the usual funding of wreaths for Remembrance Sunday. Cllr Wood to advise the Clerk of the cost and where to purchase them from.
- The final account from Charles Rigg regarding the Wheelwright grant has been sent in and has been made available for all Cllrs.

## 11. Clerk's report:

- An email has been received from PC Kennedy asking for the parishes top 3 priorities for the next 3 months. The Clerk to complete.
- Wychavon District Council is conducting a residents' survey to gauge how satisfied people are living in Wychavon.

## 12. Councillors' reports and items for future agenda:

- none

## 13. Date of next meeting:

The next Parish Council meeting will be held on:

**Monday 7<sup>th</sup> November in The Parish Room, Throckmorton at 7.00pm**

14. It was proposed by Councillor Boocock and seconded by Councillor Poulter that the meeting was closed to the public. All in favour.

- 14.1 Dolphin boundary - It was noted that the fence to obstruct the gate to the car park has been erected and a letter has been sent to Mr Mills' solicitor. The lack of response to any previous letters to Mr Mills' solicitor was also noted. Cllr Argyle requested that any correspondence about this matter is put before the parish council.

The meeting closed at 21.40

Signed .....

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### Bishampton & Throckmorton Parish Council - October Payments & September Receipts

Bank Balances as at 30/09/22	Amount	Interest	Gross Income (Sept)		
Lloyds Deposit	14,054.28	0.60	1,779.17	5.9.22	Dolphin Rent
Lloyds Current (01289157)	45,242.42		76.00	5.9.22	Bish Cares Coffee
<b>Totals</b>	<b>59,296.70</b>		28.30	5.9.22	Bish Cares Coffee
			120.00	6.9.22	WCC - Lengthsman
			300.00	16.9.22	Shop Rent
			2,179.17	20.9.22	Wychavon CIL
			48.60	26.9.22	Bish Cares Coffee
			572.00	26.9.22	Johnsons - Housemartins
			10,798.00	29.9.22	Precept and grant
			<b>£15,901.24</b>		<b>Total</b>

Authority to pay	Description	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 (Sept)	22.95	0.00	22.95	2	n/a
Smartcut	grounds maintenance	266.25	53.25	319.50	25	18334
The Dolphin Inn	Coffee Morning - Sept 23rd	51.00	0.00	51.00	9	n/a
Carl Brassington	Lengthsman Duties	120.00	0.00	120.00	31	n/a
PKF Littlejohn LLP	External audit	300.00	60.00	360.00	4	SB20222243
Gary Wright Fencing	Fencing	300.00	0.00	300.00	9	2676
<i>*SmartCut Ltd</i>	<i>repair of footpaths trimmer</i>	<i>150.00</i>	<i>30.00</i>	<i>180.00</i>	<i>9</i>	<i>17616</i>
Ionos	webhosting & annual domain fee	17.00	3.40	20.40	9	DD
Ionos	website content management	7.00	1.40	8.40	9	DD
		<b>1,947.70</b>	<b>148.05</b>	<b>2,095.75</b>		

*\*To be approved at meeting*