

BISHAMPTON AND THROCKMORTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 4th November 2024 at 7.00pm in The Parish Room, Throckmorton

Present: Cllrs Boocock (Chair), Amoroso, Davis, Tucker and Rolls

In attendance: County Councillor Boatright-Greene (arrived 19:22), District Cllr Tucker and Julie White, Parish Clerk

Before the meeting opened, The Chairman presented the Clerk with a leaving gift and card and thanked her on behalf of the Parish Council for her hard work over the past 2½ years.

The Chairman opened the meeting.

1. **Apologies:** Apologies were received from Cllr Hodgkiss, McCorrie, Venters and Wallace

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, so the meeting was not adjourned.

3. **Minutes:** The minutes of the Parish Council meeting on 7th October were proposed by Cllr Boocock as a true and accurate record. Cllr Davis seconded the proposal. All were in favour. The Chairman signed the minutes.

4. District and County Councillors' reports.

District Councillor Report:

- Cllr Tucker updated the meeting on current planning matters.
- SWDPR - Wychavon District Council appear to have submitted the necessary documents required by 31st October.
- Nigel Huddleston MP is the new joint Chair of the Conservative Party.
- The official report from the Peer Challenge at Wychavon District Council is expected by early December.
- The next round of the Warm House Social Fund has been launched.
- Wychavon District Council has introduced a scheme for staff to hire bikes from Pershore Station to get to work.
- The Woodland Trust is offering free trees, and creating a Community Orchard was suggested.

There were no questions for Cllr Tucker

County Councillor report:

- Update on phone mast – Cllr Boatright-Greene has met with the connectivity team which has confirmed that electrical work will be required on Main Street.
- Highways issues - there should be 6 Liaison Officers and there are currently only 4. Being short-staffed is resulting in non-skilled people being sent out to inspect reported issues. Barry Barnes has revisited the reported eroding tarmac on the Bishampton to Throckmorton Road and raised it as an ongoing issue.
- Long Lane is in a dangerous state and Barry Barnes is putting it on the action list.

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- Cllr Boatright-Greene updated the meeting on SWDPR matters.
- It is still not known when County Hall will re-open

There were no questions for Cllr Boatright-Greene

5. Progress reports - for information and discussion:

- 5.1. Solar Farm agreement update - There is no report yet from the local resident with legal expertise who is going to review the documents as he has been unwell, but it is hoped he will review the documents shortly. An email was recently received from Infinis regarding the boundary line and that Infinis are now looking to revisit the option of adding a battery development to the project that was included in the original plans but not progressed. It was agreed to forward the email to all Cllrs with Cllr Boocock's suggested response.
- 5.2. Cllr Venters sent in a report and confirmed that a suitable location for the new tap at the rear of the building next to an external power outlet has been identified. Chris Churchill is liaising with a local plumber to get the work carried out within the budget of £150 that was agreed at the last meeting. The Clerk has asked that the invoice is made out to the PC for payment.
Cllr Venters also confirmed the size and wording of a sign for the Villages Hall Junior Play Area as suggested by the PC at the last meeting. The sign is to be mounted on an existing post. The Clerk obtained a quote for the sign for £18 + Vat. All were in favour of ordering the sign.
- 5.3. The Clerk updated the meeting and reported that the Tim Lewis has confirmed that by removing the litter bin at the end of the public footpath, the cost of emptying the new dog waste bin would be covered. The cost of removing the old bin will be £21.14 plus 20% admin fee. The Clerk will progress the installation of the new dog waste bin, to be funded by CIL money, once Phil Childs is available to liaise with.
- 5.4. Cllr Tucker reported that the damaged gate at Shorthorn Wood has been removed, repaired and rehung. Cllr Tucker extended his thanks to Steve Cooper for carrying out this repair. Cllr Boocock commented that the Shorthorn Wood sign could do with restoring or replacing.
- 5.5. Cllr. Boocock reported that work has commenced on installing the base for the mast, though there has been no reported change to the suggested service date of late January 2025.

6. General points for consideration or discussion:

- 6.1. Roles and responsibilities - Cllr Boocock said that as there is now a full complement of councillors, roles and responsibilities should be looked at. He will email out the list as it stands and asked members to look at areas that they would like to be involved in. To be considered at the next meeting.
- 6.2. Cllr Boocock requested any items for the Christmas newsletter are received well before 14th December.
- 6.3. The Stoneland Trust has proposed Mark Haynes as a suitable candidate for the trustee position. The vacancy was advertised on all noticeboards, but no other responses were received. Therefore, Cllr Boocock proposed that the PC ratifies the appointment of Mark Haynes as a Trustee on the Stoneland Trust, with Cllr Rolls seconding the motion. All were in favour.

7. Planning

- 7.1. The following Planning Decisions were noted:
 - W/24/01630/HP – Maple Cottage, Hill Furze Road – **Approved**
 - W/24/00662/HP & W/24/00663/LB – Sunnybank Cottage, Main Street – **Approved**
- 7.2. The following Planning Application was considered:
W/24/01348/HP – Noons Orchard, Main Street, Bishampton. After discussion it was agreed that the PC would make no objection to the application. It was agreed that a comment would be made that the plan moves the living accommodation within metres of a working pub and so should accept any associated noise. It was also suggested that the ridge height of the new roof is made lower than the existing. All in favour.

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8. Properties

- 8.1. **Shop** – update on alterations. The Clerk reported that despite a couple of requests she has not received any further updates from the tenants. It is understood that it is the intention of the tenants to continue with the work that does not require planning permission.
- 8.2. **Dolphin** – heating system repair. Cllr Boocock reported that the pub and flat had no hot water recently and required emergency replacement of the control valves in the roof. The invoice is on the list of payments for approval at this meeting.
- 8.3. **Housemartins** – The decorating to treat the mould has been completed. The trickle vents are still outstanding with no date confirmed. It was also noted that there is a broken hinge on the garage door and Johnsons are obtaining a couple of quotes for the PC to consider. The Clerk was in touch with Johnsons earlier in the day and they have not been able to get a quote so far but one is expected soon. It was also noted that the clearance of the guttering is still outstanding – Cllr Boocock to chase the contractor.

9. Finance

- 9.1. The October bank reconciliation was received. All in favour.
- 9.2. The list of current payments and last month's receipts had been previously distributed. It was noted that upon presentation of the invoices, the figure for the supply and installation of the hand dryers was £621 and not the £1200 as previously suggested. Cllr Boocock proposed that the payments were approved en bloc. Seconded by Cllr Amoroso. All in favour. The Clerk reported that she had carried over 2 invoices for payment next month, one being from Ounce for the November Coffee Morning and one from Smartcut for the flailing of Footpath 557b as the flailing has not yet taken place.
- 9.3. The draft budget was presented, and it was agreed there would be no increase in the precept this year. However, due to the recent Government budget, there is some uncertainty about whether the reduction in the employer's National Insurance threshold and the percentage increase will apply to parish councils. It is widely expected that this increase will apply, which would require approximately an additional £750 per year to be incorporated into the budget. Confirmation from the SLCC is expected soon, and final approval of the budget will be next month when the position has been clarified.
- 9.4. The new pay scale for the Clerk's salary was noted. The clerk will claim 8 months backpay of £195.20 in December. The Clerk's P45 will be dated for December 1st as she will be finalising the finances and the bank reconciliation on that date. All were in favour of this.

10. To note items of correspondence

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

- 10.27 – Lengthsman – increase in his 2025/26 rates to £22 per hour. The Council were surprised by this increase and asked the Clerk to query this with the Lengthsman.
- 10.28 – Footpath 557b was strimmed but not flailed. Smartcut has advised that the flailing will take place once ground conditions allow.
- Cllr Boocock mentioned that damage to the Stop Net poles has occurred again at the play area again and the net is also damaged. The spare pole has been installed. Whilst there is no proof that this occurred during the routine mowing it seems likely, therefore the Clerk was asked to contact Smartcut to ask that the area is mown with care as this is the second time that this has happened.

11. Clerk's Report

- The Clerk noted with sadness that this is her final meeting, though she will remain in post for a few more weeks. She expressed her gratitude for the kind gift and card and extended her goodbyes and thanks to everyone. It was noted that Carolyn Morris is available to take the minutes, if required, at the December meeting. It was confirmed that Carolyn will be required and The Clerk was asked to confirm this with her.

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- The Clerk reported that she has the Deeds to BATVH and also to the War Memorial. She suggested that if these are not to be deposited for safe keeping it would be a good idea to purchase a fireproof document holder to store them safely which are available for under £40. She further suggested that the whereabouts of these Deeds are noted each year at the Annual Meeting of the Parish Council. Cllr Boocock proposed that a fireproof document holder is purchased to house the Deeds, seconded by Cllr Amoroso. All in favour.

12. Staffing Update - The PC was updated on the applications received, noting that the deadline for applications was extended to allow for extra candidates to apply. The working group will look at interviewing suitable candidates soon.

13. Councillors' reports and any items for future agenda

- Cllr Boocock noted that the Christmas trees need ordering soon and will appear on the next payments list as a routine payment.
- It has been reported that the lettering on the War Memorial is becoming hard to read. The Clerk obtained a quote of £1950 plus VAT from IMI to have the memorial professionally cleaned. It was agreed to investigate this further and see if there are any grants available to preserve war memorials.
- The Clerk asked if the multi-forum agency is still being considered. Cllr Rolls suggested that it's still an idea worth pursuing but has currently stalled. It is hoped that this will be looked at again soon.

14. Date of next meeting:

Monday 2nd December in the Ockenden Suite of Bishampton Villages Hall, Bishampton at 7.00pm

The meeting closed at 21.04

Signed

BISHAMPTON AND THROCKMORTON PARISH COUNCIL

Bishampton & Throckmorton Parish Council - November Payments

Bank Balances - 31st October

Amount Interest

Lloyds Deposit	40,035.96	26.75
Lloyds Current (01289157)	15,513.12	
Lloyds Ounce Deposit	6,623.76	5.44
Total	62,172.84	

Authority to pay	Description	Nett Amount	VAT	Total	Cost code	Invoice No
J White	Salary	776.40	0.00	776.40	1	n/a
J White	monthly allowance	17.50	0.00	17.50	2	n/a
J White	Employers NI (8 months)	20.32	0.00	20.32	1a	n/a
J White	Mileage	13.50	0.00	13.50	2	n/a
Smartcut	grounds maintenance	306.18	61.24	367.42	25	24144
Bill Lake Electrical Ltd	Check shower - Housemartins	65.00	13.00	78.00	23	3727
St James PCC	reimburse for remembrance wreaths	33.33	0	33.33	9	n/a
R H Parry	Heating fault at The Dolphin	460.00	92.00	552.00	24	132/RHP/24
BATVHT	CIL payment for hand dryers	621.00	0.00	621.00	34	n/a
Steven E Cooper	Repair of gate to Shorthorn Wood	275.00	0.00	275.00	33	10
Jeremy Moore	Lengthsman	160.00	0.00	160.00	31	n/a
Viking	Stationery	44.52	8.90	53.42	3	4979212
Timlin and Marshall Ltd	mould treatment at Housemartins	626.25	125.25	751.50	23	1024
Reimurse Clerk	defib pad Throckmorton	66.25	13.25	79.50	10	tbc
Ionos	webhosting	10.00	2.00	12.00	9	DD
Ionos	website content management	9.00	1.80	10.80	9	DD
		3,504.25	317.44	3,821.69		