**Minutes of the Parish Council Meeting held on Monday 5th August 2013 @ 7.30 pm in the Villages Hall, Throckmorton**

Members and Officers present: Cllrs Cheetham (Chair) Hodgkins, Argyle, Beever & Cllr Palmer

In attendance: Clerk

1. **Apologies:** To receive apologies and to approve reasons for absence. Cllr Tucker (H), Cllr Deacon (S), Cllr Mills (W)
2. **Declarations of Interest:**

a)  Register of Interests: Councillors are reminded of the need to update their register of interests. None

b)  To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.

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

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items.

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

|  |
| --- |
| The meeting opened @ 7.30 pm, Mr Tony Jones attended, notes attached |

1. The minutes of the meeting held on 1st July were signed
2. **District and County Councillors’** **reports:** for information.
3. **Progress reports:** for information & discussion
   1. To discuss the Village Shop & Post Office

Signage has been ordered and ready to be erected.

Painting has been completed

A white facia board is on order to cover the black board over the shop windows, this will give a professional appearance.

It was agreed that the PC would purchase a 2nd hand cooker for the flat. We will be slightly over budget with these purchases / maintenance work. However we still maintain the asset of the cooker. It is worth noting that last year we were well below budget.

It has been brought to our attention that there is still a problem with News papers, particularly on a Sunday. Clerk to ascertain what the problem is. This is outweighed by the good reports we have received.

The PC need clarification of opening times of the shop & post office

* 1. PACT News

Letters being distributed within the Parish have been reported to the Chief Constable of West Mercia and Simon Hall (who is dealing with it)

* 1. Dog Fouling
  2. Nature Reserve

Due to the dry weather, consideration was made to posting The Fire Hazard Warning however, after a check it was not thought necessary at this stage. Clerk to apply for a free pack of 30 trees.

* 1. Footpaths

Eastern end of Badgers Lane was cut earlier in the year - June time. Clerk checking if Limebridge cut the western end from the Badgers setts towards the village**.**

We are now getting quite a lot of "noise" from both horse-riders and walkers that it is pretty much impossible to get down Badgers Lane due to the growth of vegetation.

Whilst Gordon has cleared a number of longish stretches of other ROW with the strimmer, he cannot do all Badgers Lane**.**

Gordon continues to clear lots of other stiles and gateways, and have ordered half a dozen signposts for key locations to assist route finding. He has also been trying to get hold of the Evesham Vale Growers farm people for s few weeks re Rothersdale etc to push them about having not sprayed off the ROW across the farm down at Throckmorton.

Some new bridleway gates have been ordered by Fiona Argyle and are due to arrive for a couple of places (Jubilee and near-to Jubilee) in the next few weeks.

The PC thanked Mr Gordon Kingstone for doing such a tremendous job.

* 1. The Burial Site was deferred
  2. War Memorial Fencing

Fencing is on order ACTION MA

* 1. Play Area

**Senior Play Area**

Brambles behind Goal need cutting back. ACTION RH

Low branches next to swings need cutting off. ACTION RH

Steps from road to Play Area need topping up again. ACTION DC

Nettles and weeds in that area could do with a spray off after winter ACTION DC

Goal nets tied up again with cable ties something that needs doing on a regular basis.

Grass hasn't come through much but the raised ground level has helped.

**Junior Play Area**

Talking Flowers still not working (nearest ones to building). ACTION DC/RH

Newly planted Oak Tree needs regular watering as looks very sad

Due to the resignation of Cllr Rimell it was agreed to ask Cllr Deacon to take over the inspection of the play area.

* 1. Vehicle Activation Sign

It was agreed that Pinvin & Wyre Piddle should use the sign first since the PC have not had the time to erect it.

* 1. CFR

Clerk to check on who from Bishampton is doing call outs

* 1. SWDP

It was agreed that a delegated person should handle all information and correspondence on the SWDP and to pass on significant information when necessary. Cllr Palmer was voted to carry out this task

1. **Various items on the Dolphin were discussed**

The chimneys were checked with aid of a television camera on Saturday the 20th July 2013 after being swept. The large chimney on the south of the building was found to be in good condition, but the brick work require pointing at the base this was carried out to a satisfactory standard. The chimney in the centre of the building was in a poor state of repair and should not be used until the work / repair is carried out by an expert.

The above was observed by the landlord of the Dolphin Mr Lee Jones and the chair of the Parish Council Mr Donald Cheetham

A special thanks to all volunteers

Landlord costs to date £ 9776.57

Further costs £ 1125.00

Budget £13000.00

Under budget by **£ 2098.43**

**Attached, list of costs**

It was agreed that a new electrical certificate should be done on the pub. ACTION DC

It was noted that the Fire Extinguishers were checked without giving the go ahead. Clerk to follow up.

Clarification need to be sought as to who owns the ditch behind the pub. ACTION MA

1. **Planning to be discussed and commented on**

13/000038/CM Vale Green Energy – provision of new storage building (no comment)

w/13/01290/PN P Hartley - Construction of single detached dwelling at rear

The PC do not object to this application, however it was noted that Engineers need to look closer at the flooding issue. There is concern that this application is outside the boundary line and that the garage in no in proportion to the house, ie. Too small

1. **To discuss Broad Lane drainage & road condition**

There is still a problem with flooding in Broad Lane. ACTION ME

1. **Changes recommended to be made to Financial regulations, as below,**

If a payment is necessary to avoid a charge of interest under the Late Payment of Commercial Debts (Interest) Act 1998, and the due date for payment is before the next scheduled Meeting of Council, or in the case of work needing to be done and paid for during meetings, (where the Clerk / RFO certify that there is no dispute or other reason to delay payment), the Clerk may (notwithstanding para 6.3) take all steps necessary to settle such invoices provided that a list of such payments shall be submitted to the next appropriate meeting of Council.

***“Note This decision was set aside at the meeting on 9th September pending further debate”***

1. **Finance** To view the bank reconciliation & approve Cheques for payment

Shop 5.2%

Pub 3.65%

It was agreed that if the PC is in a position to make an early repayment, we should do it against the Shop. To decide at the December meeting ACTION ME

Cheques written out between meetings

M Guise £350.00 Painting of shop

SF Cleaning £870.00 Steam cleaning of kitchen

Wychavon DC £ 46.00 Premises licence

I Comely £550.00 Painting & Maintenance work

Cheques to be approved

Zurich £520.94 Insurance

Smart Cut £ 18.00 Banners

M English £998.18 Wages & Expenses

R Hodgkins £159.95 Paint, pump & consumables for the pub

D Cheetham £251.64 Locks for pub

Avonvale Roofing £410.00 Pub roofing

L Jones £228.00 Control Panel for Safestart

Timothey Lea £972.00 Survey

Hoxley & Parry £270.00 Gas & Boiler test

Byron Security £477.20 Security check

J Clark £324.00 Plumbing & radiator

M Holden £ 34.00 PAT Test

The current account opened with a balance of £11,649.88

Income to the value of £316,845.00 was received. (£299,895.00 PWLB + £13,000.00 pub deposit + £2000.00 Enterprise, Legal fees) Rent to the value of £1250.00 + £300 towards clerks legal fees for the shop.

Cheques & Expenses to the value of £247,295.16 were written out. This left a closing balance of £81,305.72 in the current account.

The savings account had a closing balance of £6,527.03

As at April 30th the cash assets for the PC stand at £87,726.75 of this £13,000.00 (pub deposit) will be transferred to a fixed account to gain interest for the tenant. ACTION ME

1. **Correspondence for Information:** To note the attached appendix of items which haven been circulated or will be available for inspection at the meeting. (OR a list of items will be available at the meeting.)

Emails of thanks & well done from residents regarding the Pub

Tree Preservation Order – Land to the rear of the Firs

1. **Clerk’s report on Urgent Decisions since the last meeting.**

Resignation of Cllr Rimell.

1. **Councillors’ reports and items for future agenda:** Councillors may use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas.

.

1. **Date of next meeting was** confirm for 9th September 2013 in Bishampton

The meeting closed at 9.20 pm

Signed………………………………………………… …………………………..

Chair Date