**Minutes of the Parish Council Meeting held on Monday 2nd November 2015 @ 7.30 pm in the Village Hall, Bishampton**

Members and Officers present: Cllrs Hodgkins (Chair), Cheetham, Blears, Beever, Argyle, Robertson, Merrett, Dickinson & Tucker

 In attendance: Clerk & CC Liz Tucker

1. Apologies: To receive apologies and to approve reasons for absence: Declarations of Interest:

2. Declaration 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.

c)  To declare any Other Disclosable Interests in items on the agenda and their nature.

Cllr RB on 7.1 and Cllr AR on 7.2.

d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011). Cllr Blears on item 5.a .

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.

Cllr Blears applied for dispensation on item “Village Shop” this was denied on the basis that he has a pecuniary interest

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

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| The meeting opened @ 7.30 pm , no members of the public were present |

1. The minutes of the meeting held in October 2015 were signed as true and correct.
2. District and County Councillors’ reports: for information. (Items raised for decision will appear on the agenda for the next meeting.)
3. Matters arising from the previous meeting: for information & discussion
	1. **Village Shop**, moved to the end of the agenda due to Cllr Blears having a pecuniary interest in the item
	2. **Housemartins (Village Flat**)
* Previous tenants left the flat clean and tidy
* Carpets need cleaning
* Kitchen flooring is badly worn in parts, to be replaced, seek quotes, if the value is less than £250.00 it was agreed to proceed.
* Window sill by flat door been repaired
* It was agreed to instruct Johnsons as joint Agents
* New keys needed for the garage door and look at making it easier to open.
	1. **PACT & News –Neighbourhood watch**

Simon Hall to collect folder from Mr Randal and to arrange meetings

* 1. **Nature Reserve / Footpaths / Bridle path** RH

Work has re commenced in the nature reserve cutting back the bracken and during week commencing 2nd November the dried out pools will be raked to remove leaves twigs etc.  We have given up with Pershore College who have failed to respond to Leslie Miller’s request for support the topic has now been raised with the Gardening Club who have offered their assistance in the spring.  This offer being made by Bob Teesdale.  In the meantime Cllr MA agreed to assist in removing a number of dead trees.

Footpaths.  Gordon Kingston has been in touch with WWC requesting new gates and wooden planks to support a pathway down Broad Lane which is falling into a drainage ditch.  As always Gordon is organising a weekly work schedule and normally two or three volunteers offer their support which is much appreciated. As can be seen the pathways around Bishampton have improved over the past two to three years however, Gordon is still concerned reference the Throckmorton pathways.

*See attached note from Footpath warden*

* 1. **Play Area** RH/DC

Talking flowers still not been repaired. Playground inspection to take place on the 26th November by Wicksteed.

* 1. **The Dolphin Inn** NM

Disabled toilet to be removed fairly soon.

Request a specification from contractors to replace the tarmac

* 1. **Lengthsman**

Jobs remain outstanding. CT to email clerk list of jobs in Throckmorton

* 1. **Throckmorton Airfield use** CT/LT/DC

Meeting with QinetiQ on the 2nd November. They agreed to supply the council with a list of all future events. A tour of the airfield has been arranged. It was agreed that a meeting will be held every 6 months.

Meeting notes with Nicola Hughes, QinetiQ site manager

* The long term plan of Qinetiq is to sell the entire site for a housing development, but this is unlikely to happen in the foreseeable future.
* Vehicle storage is a new venture with SMH ltd. Holding the license.
* Nicola  is well aware of the road conditions in and around the airfield and any problems should be reported to her.
* The major events planned for 2016 are:- Pop Concert May bank holiday.  Air show early June. Doub Tober Fest (Germany Car weekend) early July and finally, Heroes Rally in October.
* She has little or no control regarding Mr Bruce who brought that section of land on the airfield from DEFRA but she is aware of most of the coming and goings as are the Environmental Agency, RSPCA and Wychavon Council.  Also one of Mr Bruce’s allies have been given notice by Nicola namely, Move On Transport. Mr Michael Groves.
* We have been invited to tour the site all that is needed is a phone call.  I will take this up in the near future.
* A number of the automotive related businesses who were attached to Marshall’s have moved to the Airfield this includes Junior Ferrara and Rob Austin the later could have his contract withdrawn for non payment
* Finally, Nicola will be giving Liz a hot line number so in future any residents complaints re. Noise issue etc. should be channelled through Liz.

* 1. **Shorthorn Wood** CT

It was agreed to go ahead with the application to register Shorthorn Wood as a community asset after receiving confirmation from Mr Guy Stellard that he feels this is what his father, John Stellard, would want.

* 1. **Defibrillator**

At the last meeting which was attended by Margaret Caine discussions took place indicating that it is not the local practice to have these open and free to the general public as is the case in Wales.  Margaret has now stated that unless we follow the Welsh system when everyone has free access, then she would withdraw kind offer of £400.00 towards the costs.  RH has spoken to Richard Shephard one of our local first responders who he has agreed to investigate and let us know the current policy for Worcestershire.

* 1. **Bus Shelter near Willow Bank**  JD/EB

To be followed up with Willow Bank

* 1. **Trees in Throckmorton**  MA/CT

It was agreed to seek the advice from a tree surgeon and get quotations.

* 1. **Telephone box**

An advertisement has been posted on the PC board asking for volunteers from the village to paint the outside, to date no one has come forward.

* 1. **Newsletter**

Councillors were asked to send ideas for the newsletter to Cllr NM by the 13th November.

1. **Finance**
	1. To view the bank reconciliation & approve Cheques for payment as well as approve payment made during the month

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| --- | --- |
|  | £ |
| Current Account balance as at 31 October | 61,028.53 |
| Savings Account | 6,534.45 |
| Special savings |  |
| Total cash assets for the PC stand at | 67,562.98 |
|  |  |
| L Jones (deposit) fixed for 6 moths @ 0.7% interest | 13,123.44 |

|  |  |
| --- | --- |
|  | £ |
| Wychavon – Election costs | 866.35 |
| Smart cut – October inv | 263.00 |
| OHL - Stationery | 9.71 |
| Jon Clark – to remove existing pipes to allow plaster board – stop cooking smells | 120.00 |
| BATVHT – meeting costs | 30.00 |
| Malins – repair window sill to toilet window in the shop | 20.00 |
| Flyford Family – wreath  | 25.00 |

It was agreed to pay M Comely for the work done on the out buildings at The Dolphin once the invoice had been received.

* 1. The budget was presented however it was felt that it should be looked at again in December once Cllr Tucker has prepared a full profit and loss.
	2. Grant application for St James was discussed. It was agreed that the council will review this when the flat is rented. In the meantime the council would like the PCC to consider alternative options.
	3. It was agreed to make a donation to the gardening club for £60 to plant the planters in the village
1. **Planning**

 1.W/15/02531/PP – Old Baptist Chapel, Broad Lane

 Single story linked extension to existing building – no objection

 2.W/15/01753 Marshalls Transport

Temp site for motor-related uses 44 days per year. It was agreed that CC Tucker would ask Wychavon for a compromise and only allow 18 months temporary permission

1. **Clerk’s report**

Fly tipping is on the increase in the parish

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.
* Cllr Beever advised the council that the clerk, Michelle English would be taking on a full time position as Constituency Organiser for Mid Worcester Conservative Association and would therefore be resigning from the council as soon as a replacement clerk had been found.
1. **Date of next meeting**: it was agreed to hold the next meeting on Wednesday 9th December at 6.45 in Bishampton, clerk to advertise

**Item moved to end of meeting as Cllr Blears had a pecuniary interest**

5.a Village Shop JD

* Rubbish has still not been removed from outside the back of the shop, this is a concern as we are trying to rent the flat and it is not a good impression
* Opening times are now displayed on the door but unfortunately they are not always open at those times. It is noted that this is a contravention to his lease
* Stock levels improving but still not satisfactory on basic items
* The cafe is starting to be used by cyclists at the weekends.
* There have been complaints that the fridge light is not always switched off at night causing the shop to be quite bright.
* A meeting is being arranged to discuss outstanding issues with

The meeting closed at 10pm

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

Chair Date