**Minutes of the Parish Council Meeting held on Monday 5th March 2018 at 7.30pm in the Bishampton and Villages Hall**

**Present:** Cllrs Hodgkins, Cheetham, Tucker\*, Merrett, Burnham, Argyle, and C. Cllr Tucker.

\*Cllr Tucker arrived at 7.35pm.

**In attendance**: Clerk

1. **Apologies:** Cllrs Davidson and Beever (received late).

**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. **NM. Payments.**

d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011).

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.

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

1. **Minutes**: The minutes of the meeting held in February 2018 were approved and signed.
2. **District and County Councillors’ reports,** (given later in the meeting)**.**

C.Cllr Tucker informed the council of the death of Steve Stewart, the Interim Chief Executive of Worcestershire County Council.

An update was given on the proposed changes to admission ages at Pershore High School.

The glasshouse planning application for Rotherdale Farm (17/02105/FUL) is on the Planning Committee agenda for 8th March. Concerns over the possible associated increase in HGV traffic through Throckmorton were discussed.

Council tax amounts for Wychavon DC will not be increasing but Worcestershire CC will increase by 4.9%.

Highways matters- kerb stones and reflector posts between Throckmorton and Bishampton.

1. **Progress Reports:**
2. **Publication Scheme, approval and adoption RH/EM**

Approved.

1. **Shorthorn Wood, update CT**

The latest meeting of volunteers was well attended and 2 sub-groups were created. One to work on the Management Plan another on social media and communications. The aim is to meet monthly to plan practical activities. Minutes of the meetings to be forwarded to the clerk for circulation. Litter picks to be carried out by local volunteer as part of Duke of Edinburgh programme.

Clerk to research insurance relating to volunteers working on practical tasks. The use of a Disclaimer was briefly discussed.

1. **Throckmorton Parish Traffic Group, update RH**

The shared VAS is in Bishampton this month. The clerk is continuing to ask for assistance from Worcestershire CC regarding the installation of the new larger pole for the new solar powered VAS for Throckmorton. The new sign and solar panels have been ordered.

1. **Update on ‘Bishampton and Throckmorton Cares’ events. RH**

The latest event was well attended by people of all ages, despite the snow. Events to continue.

1. **Parking on Pavements, update EM**

Karen Kempton the new PCSO for the parish has spoken to at least one driver about parking on the pavement. Clerk to liaise with her over the use of notes on windscreens.

1. **Survey creation- for discussion NM**

The use of the drafted survey was discussed. It was confirmed that the same survey can be placed on [www.surveymonkey.co.uk](http://www.surveymonkey.co.uk) and promoted via social media.

It was agreed to spend £49.00 on printing 400 paper surveys. Clerk and Cllr Merrett to organise.

1. **Job Centre Near Me- request to advertise services on website, decision required. EM/RH**

It was agreed that the link will be added to the [www.bishamptonandthrockmorton.org.uk](http://www.bishamptonandthrockmorton.org.uk) website. Clerk to organize.

1. **Litter Pick feedback RH**

Cllr Hodgkins thanked volunteers who helped. A disappointing amount of litter was collected since the last event. Glass wine bottles are regularly been littered between Throckmorton and Bishampton. This is a serious concern and a report has been received of them being thrown from a car entering Bishampton.

1. **PACT update LT**

C.Cllr Tucker confirmed PC Paul Brown is to schedule future PACT meetings.

1. **Proposed Meeting with Rotherdale Farm, for discussion. RH**

Cllr Hodgkins is to request a meeting with the management team of Rotherdale Farm through the clerk. Cllr Tucker to attend. Matters for discussion relate to previous planning application obligations and HGV traffic through the parish.

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

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| --- | --- |
|  | £ |
| Current Account balance as at 28th February 2018 | 54,530.14 |
| Savings Account, 30 Day notice account | 6,542.69 |
| Total cash assets for the PC stand at | **61,072.83** |
| Savings with Treasury Dept- Dolphin Inn Deposit, invested until 2019 | 13,000.00 |

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| **Cheques for Signing ( inc. of VAT)** | £ |
| Reimbursement for R. Hodgkins, refreshments for ‘BAT Cares’ 2 and Shorthorn Wood Meeting. | 29.48 |
| Star Signs, Jubilee Walk replacement sign | 42.00 |
| Worcestershire CALC, Clerk’s gathering, training on Transparency Code | 10.00 |
| Smart Cuts, Mowing (Annual cost spread over 12 months) | 279.13 |
| J.Merrett, IT repairs to clerk’s computer, rebuild required. | 90.00 |
| Mark Cole, Lengthsman, February timesheet | 109.80 |
| HMRC, National Insurance | 178.88 |
| E.Morrish, adjustment to pay for February 2018, adjusted for N.I.  (Approved by E.Beever.) | 54.26 |
| R.H.Parry, Housemartins boiler service | 86.40 |

1. **Planning**

No new applications at present.

1. **Correspondence for Information:** To note the attached appendix of items which haven’t been circulated or will be available for inspection at the meeting. (OR a list of items will be available at the meeting.)

* Letter from Nigel Huddleston to Cllr Kevin Pollock, Worcestershire County Council.
* Phone call regarding ‘proud’ kerb-stones between Shorthorn Wood and Throckmorton.

1. **Clerk’s report**

* Confirmation of CALC training courses booked for councillors.
* Lease for Bishampton Stores.
* Housemartins Flat Tenancy - renewal until 4th September 2018 and Inspection.
* Carolyn Morris- text for Throckmorton Telephone Box.
* SWDP Review- Cllr Cheetham to attend meeting on 20th March.

1. **Councillors’ reports and items for future agenda**:

* WW1 commemorative statues/figures- ‘There but not there’ project. Councillors encouraged to look at website: [www.therebutnotthere.org.uk](http://www.therebutnotthere.org.uk)
* Suggestions box for the Parish Council, locations
* Next Newsletter.

1. **Date of next meeting:** The Throckmorton Annual Parish Meeting is onMonday 9th April at 7.30pm in the Throckmorton Parish Rooms. The April Parish Council meeting will follow the Annual Parish meeting.

The meeting closed at 9.10pm.

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

Chair Date