**Draft Minutes of the Parish Council Meeting held on Monday 5th November 2018 at 7.30pm in the Throckmorton Parish Rooms**

**Present:** Cllrs Hodgkins, Tucker, Merrett, Blears, Davidson, Argyle, Burnham and Poulter.

**In attendance**: Clerk and C.Cllr Tucker.

1. **Apologies:** Cllr Beever (W).
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.

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

**RH Item 7- Elsewhere, RB Item 5d, NM Item 5h.**

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 @ 7.35pm, 4 members of the public were present for Public Question Time.  The council heard from Youth Representative to the Council- Miss G.Gregory and comments from  Mr D.Cheetham on the Dolphin Inn. |

1. **Minutes:** The minutes of the last meeting were approved and signed.
2. **District and County Councillors’** **reports.**

C.Cllr Tucker reported on the poor management of recent road closures in Bishampton.

C.Cllr Tucker reported on SWDP, all information can be found on [www.swdevelopmentplan.org](http://www.swdevelopmentplan.org) including the ‘Call for Sites’ maps.

The planning application meeting for Throckmorton Airfield was poorly attended by parishioners. The application is for current activities on the site such as car storage.

Worcestershire County Council are seeking 250 voluntary redundancies to cut costs.

1. **Progress Reports:** for information & discussion
2. **Youth representative, discussions after Open Session/PQT JB**

No discussions took place.

1. **Dolphin Inn- discussions after Open Session/ PQT**

It was agreed that more information from the Dolphin CIC would assist members in making any decisions in the future. Clerk to contact CIC.

1. **Project choice and planning for future expenditure. CD/RH**

A list of future capital expenditure projects was discussed and agreed upon. These are in addition to the £4,000 committed to the refurbishment of some of the play equipment at Bishampton play area and installation of a new outdoor table tennis table. Projects chosen are as a result of the survey undertaken during the summer.

The Community Infrastructure Levy Neighbourhood Fund already received from Wychavon DC will fund most of these projects (£10,104).

Projects to cost (in total) approx. £6000:

* New planter for Throckmorton
* Annual donation to planters in Bishampton
* Contribution to Petanque court at Dolphin Inn, if required.
* Contribution to drop door replacement at Dolphin Inn
* Bench for Throckmorton
* New noticeboards for Tilesford and Throckmorton
* Removal of metal container from Shorthorn Wood
* Bishampton History Society Grant for installation on the Wheelwright equipment at the rear of the Dolphin Inn.

Future Projects could include:

* New dog waste bin and litter bin revamp
* Picnic benches for SHW

Cllr Argyle to get quotes for replacing the drop doors, as this is a possible noise nuisance to neighbours.

Cllr Tucker to research bench suppliers.

1. **Request for donation of £75 for Christmas Eve event in Bishampton, decision required. RH**

Agreed.

1. **Joint WCC/West Mercia Road Safety Event to be hosted by BAT PC, on Nov 21/22nd tbc. RH**

No information was received in time for the meeting. It was agreed to pay the hall hire fees for this event.

1. **Bishampton History Society Grant request for £300. This is for installing wheelwright equipment in Bishampton, at Dolphin Inn. Decision required. RH**

Agreed.

1. **Shorthorn Wood Management Plan, update. CT**

Registration with the Rural Payments Agency has taken place, required to apply for grants.

A grant will be needed to pay consultants to produce the Management Plan. Pershore College staff and students are to help fell trees. Practical tasks are going well, thanks to regular volunteers.

1. **WW1 memorial community event, update. MA**

Members agreed that the community event and memorial installation have been extremely successful. Over 50 parishioners attended the event on 27th October and those present very much enjoyed the activities, creating parts of the installation.

It was agreed that the council should increase the payment to C.Morris to £250 to reflect the huge input she has had in the project. Thanks to volunteers and B.Moran for his donations of wood and equipment to create the backdrop. Cllr Hodgkins has contacted the local MP and a press release has been sent to local news desks.

1. **Parking on pavements, actions to be taken. Decision required. MA**

After a discussion, it was agreed that Cllr Argyle will draft a note to be left on cars that regularly park on the pavement, to be discussed at the next meeting.

1. **Flat update, boiler service and Fire Risk Assessments required, 2 quotes obtained. Decision required on action. CD**

Boiler has been serviced. It was agreed to order Fire Risk Assessments for the flat/shop building and inform leaseholders of Bishampton Stores and the Dolphin of their responsibilities. A leak has been reported at the flat. Cllr Argyle to contact tenant and investigate.

1. **Playground Refurbishment update. LP/JB**

New goal nets and the power-wash plus re-sand of the block paving at the rear of Bishampton Hall have been ordered. A local company has offered to create the base for the outdoor table tennis table, Cllr Hodgkins will liaise.

Also planned are a bench for adults in the younger children’s’ play area and replacement cradle swing seats. Cllr Poulter has discussed changes with ‘Tiddlers’ group.

1. **Newsletter articles to Cllr Merrett. NM**

Articles to Cllr Merrett as soon as possible.

1. **Welcome Letter/Phone book update. NM**

Clerk and Cllr Merrett to re-draft letter. Parishioner Mr G.Kington to help with Phone book.

1. **Elections 2019, publicity required to promote vacancies on council. RH**

Members to inform clerk on their intentions to re-stand.

1. **Christmas Drinks/Meal, decision required. RH**

It was agreed to start the next Parish Council meeting at 7pm and not to go for a meal.

1. **Thank you message to volunteers in parish, decision required. RH**

Cllr Hodgkins to organise thank-you Christmas cards.

1. **Autumn Litter pick, Decision required.    RH**

The next litter pick will take place in Spring 2019.

1. **Christmas trees – size tbc. Working party volunteers required. RH**

Two trees will be ordered. Mr Jones of Throckmorton has offered to supply electricity for the Throckmorton tree.

1. **PC representatives for the Memorial Service, both at Flyford Flavell and 12noon Bishampton War Memorial. RH**

The service at St Peters is at 10.45am followed by a short service at the Memorial in Bishampton. Councillors were encouraged to attend.

1. **Decision required on broken bottle littering, actions can be taken e.g. CCTV, regular road sweeping whilst problem remains. RH**

Clerk to request additional road sweeping and contact local press. Parishioners to erect camera and signage.

1. **‘Badgers Walk’ bridleway closure and pedestrian access. Decision if action required. RH/EM**

Clerk to seek information from Pathways Warden and WCC officers, however bridleway is closed and a diversion is in operation.

1. **Finance**

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|  | £ |
| Current Account balance as at 31st October 2018 | 72,602.98 |
| Savings Account, 30 Day notice account | 6544.87 |
| Total cash assets for the PC stand at | 79,147.85 |
| Savings with Treasury Dept. Dolphin Inn Deposit, invested until 2019 | 13,000.00 |

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| **Cheques for Signing ( inc. of VAT)** | £ |
| Replacement Goal Nets for Bishampton Play Area | 69.60 |
| WW1 Memorial Community Project, reimbursement to C.Morris | 302.70 |
| Reimbursement to R Hodgkins, for BAT Cares in October and ink | 50.26 |
| Grant to Bishampton History Society, for installation of Wheelwright Equipment at the rear of the Dolphin Inn | 300.00 |
| Smart Cut Ltd, Oct Maintenance | 279.13 |
| Christmas Eve Carols event, donation | 75.00 |
| Maintenance Mark Cole, Lengthsman, | 104.70 |

1. **Planning**

**New Applications:**

* 18/02004/HP 21,Cottage, Long Lane, Tilesford, Pershore, WR10 2LA. Double detached garage with first floor store. **No comment to be lodged on-line.**
* 18/02139/HP 8, Bishampton Fields, Hill Furze Rd, Hill Furze, Bishampton, WR10 2LZ. Removal of a window, replacement with ‘french’ doors, retrospective. **No comment to be lodged on-line.**

**Existing Application:**

* W/18/00645/OUT Elsewhere, Broad Lane, Bishampton, WR10 2LY. 2 new detached dwellings to replace existing host dwelling ‘Elsewhere’, Bishampton.

1. **Correspondence for Information.**

* Emailed letters from parishioner re.broken wine bottles on roads in Bishampton and pedestrian access to Badgers Walk.
* Email from Dolphin CIC re. replacement of furniture.
* Jubilee Walk leaflet modification attempt by parishioner. Altered version updated to WCC website.
* Success - repair to water pipes on Broad Lane, Bishampton (after 20 years!)
* Tree in Nature Reserve needing cut back.

1. **Clerk’s report**

* Clerk to attend CALC training event on 9th November 2018 for Elections 2019.
* Playground inspection delayed until installation of new equipment. Costs quoted to be reported.

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

* Parking on Pavements.

1. **Date of next meetings:** The next Parish Council meeting will be on Monday 3rd December 2018 at 7.00pm in the Bishampton and Villages Hall.

The meeting closed at 9.50pm.

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

Chair Date