



BUSHLEY PARISH COUNCIL DRAFT MINUTES

Vicky Fowkes Clerk and RFO, The Dairy, Double Gates, Bushley

GL20 6HR M: 07721 726598 E: vicky.fowkes@bushleyparishcouncil.org.uk

Minutes of Parish Council Meeting in Bushley Village Hall on Tuesday 17th March 2020

This meeting took place prior to the shut down of people grouping together due to the COVID-19 Pandemic

Present: Councillors: Nigel Nicoll (Chair), Sean Ceres, Lesley Hiron, Jason Kinghorn, Jenny McDonagh.

Apologies: DC Bronwen Behan. Not Present: Cllr. Chris Miners In attendance: Vicky Fowkes – Clerk

Declarations of Interest: No Comments from the Public: No members of the public present

1. **Minutes of the Meeting 18.02.2020:** Approved by Councillors [present and signed by the Chairman.
2. **Matters arising:**
 - (18.02.20. 5.a) Planning Application 19/016535/LB (Churchend Cottage) – Refusal – Listed Building Consent (details on file).
(18.02.2020)
 - (18.02.20 5.b) Churchyard Mowing Contract (2020/21) – agreed in Precept
 - (18.02.20 6.c) Mythe Bridge damage reported to GCC (Preliminary action taken); A438 flooding and blocking (work undertaken).
 - (18.02.20.10biii) Defibrillator training well attended.
3. **Progress reports:**
 - a. **Openreach/ WCC Broadband update**

Received from WCC Project Manage at 2pm on 17.03.2020: Update as follows: planning complete; work being released to sub-contractors now; pre-build survey to be completed; forecast delivery for the community is Q1: June/August 2020/21; connectable service should be ready by end of Q1/earlyQ2 (June/July to August/October). Caveats: Pre-build survey may identify road closures. This could affect the timeline, we will work closely with Openreach and WCC Highway Team to resolve asap. **Action: Clerk to update Councillors as information received**
 - b. **Lengthsman Contract 2020/21.** Agreed with WCC with budget of: £1795.73 (As last year. Paid to Lengthsman from BPC and reclaimed from WCC quarterly). Contract details dictated by WCC
 - c. **West Mercia Police Report:**
 - i. December 2019: report of antisocial behaviour on Bushley Green
 - ii. Speed monitoring: Thursday 5 Dec. (1 hour between 3/4pm: 4 over speed limit and drivers 'dealt with Sunday 8 Dec. (11.55am – 12.20pm). No speeding
 - iii. Warning about fuel syphoning in Upton area.
 - iv. Reminder to check all callers for ID. Bogus callers reported across Upton area.
 - v. Scam emails circulating: HMRC, TV licences across Upton area.
 - d. **Churchyard Mowing Contract 2020/21.** Agreed with MHDC within precept as 2019/20: £3,000. Contract details sent to contractor.
 - e. **Highways Village White Gate Project.** Highways Liaison and Transport Engineer confirmed gates are ready.
Action: Clerk to discuss dates for fitting of gates with the Engineer
4. **Bushley/Bushley Green: Trees project.**
 - a. Tree planted in memory of Anne Whitney. This has now been planted by Charles Whitney and family, at the far end of the Cricket Pitch on Bushley Green, in the lee of a dead oak on the bank towards Green Street corner.
 - b. Trees along lane leading to Bushley Green houses. A local resident has formally raised concerns relating to the placing of the trees alongside the road up to the houses, on the Green opposite the cricket nets. He is concerned about root structures and the disruption of the road surface. Councillor Nicoll organised for an arboriculturist to inspect the red horse chestnuts and he reported that 'all are far enough from roads etc.' One (northern) tree may affect the parking area in twenty years time. The arboriculturist's report has been sent to the resident .
Action: To be further discussed by Councillors and actioned with resident concerned.

5. **Climate Change and the Environment. (CC&E)** No movement on a 'Village Guide to Manageable Strategies for CC&E' until after Training Event. Attending Group: Cllrs Nicoll, Latter, Bushley Residents: Nicky Kershaw, Pat Morton; Clerk: Minute taker and background support)

6a. **Financial Report:** Lloyds Bank Treasurers' A/C Transactions to 17.03.2020. this account is the only funding stream used by the Parish Council.

Date	Cheque no.	Details	In	Out	Balance
28.02.2020					3232.84
24.03.2020	000729	Clerk salary shortfall		20.00	3212.84
24.03.2020	000726	Clerk Salary (Feb/March)		746.00	2466.84
27.03.2020		Worcs.CC (Lengthsman repayment)	426.00		2893.24
		.			
27.03.2020		Balance carried Forward			2893.24
		Youth Group Fund stands at £200			

b. **Audit 2020.** Clerk has download Audit paperwork (PKF Littlejohn) for completion after 31.03.2020. She has had a conversation with the Internal Auditor to take all necessary paperwork for the audit trail 14.04.2020.

c. **BHIB Insurance** – nothing to report (annual renewal June).

d. **Youth Fund** – promote in BN for Summer Term 2020

7 Planning Applications:

- a. **20/00229/FUL** Mythe Bridge House. Following comments on the plans from Councillors, the response to MHDC Planning Dept. was sent on 11.03.2020, requesting further information such as colouring and building details that are subject to planning conditions, should be submitted to BPC for further comment.

8 Report from District Councillor Bronwen Behan.

Jack Heggarty, (MHDC Chief Executive), is retiring in July and the meeting to appoint someone new has not yet commenced. Whether they will continue as Joint Malvern Hills District and Wychavon is hoped.

The District Councils desire to cut carbon emissions by 50% by 2030 has begun with a commitment to improve freighters and put in place reductions during the £2 million upgrade of Malvern Splash, which is owned by the Council.

The Boundaries Commission has started a review of the District and will be seeking views from Parish Councils with regard to Ward boundaries and the number of Councillors per ward. There will be a number of meetings later in the year. DC Behan provide an update on MHDC CEO when available.

9 Councillors' Reports and items for future agendas. Action: Clerk

- a. Village Hall Report (Cllr. Kinghorn). Very few members at the last meeting. Nothing to report.
- b. Updated Code of Conduct for Worcs. CALC Parish Councillors. All Councillors agreed to the document. The Chairman proposed adoption and all Councillors present agreed. Clerk will circulate personalized copies for signature and dating please.
- c. **Councillor Responsibilities (2020-2021).** Following discussion the Clerk will update responsibilities and areas of Village covered and re-circulate.
- d. Cllr Nicoll and the Clerk met with the Headmaster at Bredon School on 13.03.2020. Items discussed: School Security, Traffic through the village and signage, Communication, Farm Shop, Litter Pick, Bushley Photographs, Drone. **ACTION: Further discussion to identify a way forward .**
- e. With the onset of Coronavirus-19 the timescales for future meetings is not certain. Clerk will circulate a survey of who may need help (shopping, prescriptions etc) and those willing to help and send out further information received.
- f. **Dates of future meetings (May be changed) All at 8pm in Bushley Village Hall:**
Tuesdays: 21st April (including Audit Paperwork); 19th May Open Parish Meeting and PC Annual Meeting;
 14th July; 15th September; 17th November.

NO other Business. Cllr.Nicoll closed the meeting at 9.25pm