

Bishampton & Throckmorton Parish Council

**Minutes of the Parish Council Meeting held on
Monday, 1st September, 2008, at the Village Hall, Bishampton.**

Members and Officers present: Mr D Cheetham, Mr C Tucker, Mr M Argyle, Mr D Baldwin, Mr D Burtoff, Mr J Mills, and Mr E Beever (from 7.50pm) and Mrs C Morris (Clerk).

In attendance (from 8.30pm): Cllr Liz Tucker (WDC, WCC).

The meeting opened at 7.30pm.

ADMIN:

1. To receive apologies and to approve the reason for absence.

Apologies were received and accepted from Cllr Day, who was unable to attend due to illness, and from Cllr Morrison, who was unable to attend for personal reasons.

2. To record: a) Declarations of Interest (Personal & Prejudicial) and b) Any changes to be notified to the Register of Interest and Gifts & Hospitality.

Cllr Baldwin declared his interest as chairman of the village hall committee and as co-ordinator of the First Responder scheme. He and Cllr Argyle declared their membership of the Bishampton Junior Playground Committee.

3. To review the council's Risk Assessments (PC, MFL Conservation Area, PlayArea), allowances scheme.

Cllr Cheetham had reviewed the council's main risk assessment forms and was able to sign them off. The Moat Farm Lane risk assessment had been carried out and it was agreed that if the volunteers specified which signs they would like, in order to close the area in times of flood/drought the PC would pay for them.

It was noted that issues had been raised regarding the flooding of the area and its effects on neighbouring properties and Cllr Argyle agreed to talk to Mr Averis in order to consider a maintenance programme. **Action Cllr Argyle**

4. To approve the minutes of the Parish Council Meeting held on June 2nd 2008.

The minutes (previously circulated) were signed by the chairman as a true record of proceedings.

NEW ITEMS:

5. To consider reviewing the role of the parish council and its function in the community.

It had not been possible to arrange a meeting during the August season, so it was left to Cllr Burtoff and Cllr Liz Tucker to try to fix a date for the session. **Action Cllr Burtoff**

6. To consider the parish council's response to the Wychavon flood action plan and any further issues regarding flooding in the parish.

Cllrs Cheetham, Tucker and Argyle had met to organise a detailed PC response to the district action plan and to present the PC's views and survey to Wychavon. Cllr Tucker and Argyle had also met with district council officers to ask further questions. They were also able to study old maps of water flow in the village and see what changes had been made.

It was left to Cllr Tucker and Argyle to liaise with the clerk in putting together a letter for the DC. **Action Cllr Argyle/Tucker/Clerk**

*(Cllr Baldwin left the room while the following item was discussed)
Cllr Beever arrived.*

7. To consider a request to contribute to the cost of a further First Response unit.

Cllr Baldwin had submitted a letter in his role as co-ordinator of the Community First Responder Scheme. He said the members would like to purchase a second set of equipment to improve the scheme's efficiency and coverage.

He asked for the PC to contribute £650 which would hopefully mean he could arrange matched funding from the Heart Foundation with the Ambulance Service supplying further equipment free of charge.

Cllr Cheetham passed on thanks from Cllr Day to the PC for its funding of the scheme, which had helped him in a time of emergency and councillors also passed on their thanks to Cllr Baldwin and the team for their vital work in the community.

Members unanimously voted to fund the costs for another unit, from the PC reserves if necessary.

(Cllr Baldwin returned to the room after the discussion)

Cllr Baldwin to liaise with the ambulance service. **Action Cllr Baldwin**

8. To consider problems with sewage smells in Bishampton.

Mrs Sally Showell (the old school house) reported bad smells from the sewers to Severn Trent. She asked for PC support so, in consultation with the chairman, the clerk wrote to ask for a solution. An inspector had visited the area but councillors were unaware of any further problems.

9. To consider the parish council website.

A new county council site for parish councils is being organised. It was agreed that the clerk should look into it to see if it was suitable for the parish needs to save Mr Carter the trouble of maintaining a site on the parish's behalf.

10. To consider the payment of a mowing grant of £750 to Bishampton church.

It was unanimously agreed to pay the grant to cover half the costs of the mowing.

REGULAR ITEMS:

11. Finance:

11.1. To note any receipts.

BATVHT – play area grant	£3,500
WCC Mowing grant	£ 426
WCC footpath grant	£ 327

11.2. To approve the statement of cash reconciliation for Jul/Aug 2008.

In July and August , £4,253 had been banked in the current account and £30,000 had been transferred from the savings account. A total of £33,248.49 was spent which left a balance of £4,856.61. The savings account accrued £144.47 in interest, and after the transfer to the current account, its balance stood at £15,606.78. This meant the council's total cash assets at the statement date of August 22, stood at £20,463.39.

11.3. To approve outstanding invoices for payment.

The council approved payment of the following invoices:

1175	Clement Keys	External Audit	£334.88 (paid 21/7)
1176	Allianz Insurance	Jun Play Area ins.	£212.03 (paid 25/7)
1177	Throck Village Charity	Hall Hire	£ 20.00
1178	GBD	Mowing	£430.14
1179	CALC	Training	£ 28.50
1180	Limebridge	Footpath mow	£136.30
1171	Bishampton PCC	Grant	£750.00

Action clerk

11.4. To approve claims for expenses/overtime.

Clerk's expenses for Jul/Aug of £30.02 were approved.

11.5. To consider the external auditor's report.

The clerk reported that the audit was complete and the auditor had raised no issues with the accounts. The clerk had explained the reason for the council's reserves, as requested and the conclusion of audit had been advertised.

BREAK FOR CHEQUE SIGNING

12. Planning

12.1. Council's response to planning applications between meetings.

W/08/02059/PP **The Coach House**, 6 Lower House Farm Barns, Throckmorton, Wood burning stove and stainless steel flue to outside wall.

W/08/01942/CU - 21 Cottage, **Long Lane**, Throckmorton, change of use from agricultural land to domestic use.

The PC planning members available for comment had no objection to these plans and the clerk had responded to WDC during the break under delegated powers.

12.2. Current planning applications:

W/08/02126/PP – **Beggars Roost**, Broad Lane, Bishampton, single storey extension to provide wet room. Opposing single storey extension to form extended lounge and utility.

Members had no objection to the plan. Clerk to inform WDC. **Action clerk**

W/08/02245/PP – **The Cottages**, Broad Lane, Bishampton. Single storey garden room.

Councillors agreed that although they had no objection to this plan they wanted to stress the importance that all applications in Broad Lane be carefully scrutinised by planners for possible effects on what is the worst area for flooding in the village. **Action clerk**

12.3. Reports on planning decisions.

W/08/01568/PP – Jenny Wren, Broad Lane, Bishampton. Substitution of house type to provide first floor window in west and east gables and velux windows in rear roof of previously approved bungalow.

This was approved by WDC planners with conditions including: the window facing Beggars Roost should always be obscure-glazed and non-opening; the window facing Stonewold shall be obscure-glazed and hinged on the right; landscaping conditions and conditions that the neighbouring public footpath should be kept clear at all times. **Action clerk**

13. Play Areas

- 13.1. To hear any update from the BATVH play area committee and consider action necessary regarding the Junior Play Area project.

Clerk still awaiting a receipt in order to claim grant. Cllr Baldwin to chase. **Action Cllr Baldwin**

It was agreed that the opening ceremony for the play area should take place on the third village hall pub night if possible– Oct 24th, 6.30pm. **Action Cllr Baldwin/Clerk**

- 13.2. To consider any other matters relating to the parish play areas. None.

14. Footpaths: To consider footpath issues and spending of the footpath grant.

The clerk reported red tape difficulties in organising any footpath work to be carried out. Clerk, chairman, Cllr Liz Tucker to liaise with county footpath department. **Action Clerk**

15. To consider any parish Lengthsman issues/jobs.

Pending jobs include work at the village hall: steps/gates/trimming of outside hedge. Clerk to ask him to complete a form detailing work he has completed which could be submitted with his invoice. **Action Clerk**

UPDATES:

16. To consider any matters regarding ongoing issues:

•Housing matters in the parish (Regional Spatial Strategy).

Further consultation is taking place – Leaflets were distributed to councillors.

• The future of the Post Office and pub.

The PC received three letters from people who would like the PC to help promote/support the shop in some way and these were distributed to all councillors.

Cllr Mills reported that he had quizzed 50 customers about the future of the shop. He said the vast majority supported financial help from the PC to enable the shop/post office to continue.

Councillors discussed ways in which the PC may be able to support the business but it was agreed that there could be no progress without the involvement of Mr Osborne. Councillors decided that Cllr Burtoff should try to hold informal discussions with Mr Osborne before further plans were made and that the clerk should write to formally invite him to talk to the PC with ideas of how the council could help. **Action Cllr Burtoff/ Clerk**

It was unanimously agreed that councillors regarded the shop and post office as an important part of the community and were very keen to see it retained. Members agreed to send their ideas for the shop to the clerk who could collate them to make sure they were not forgotten and it was also agreed that the PC could also help promote the shop in its next newsletter.

Action Clerk

Cllr Cheetham had spoken to Enterprise Inns about the reopening of the pub and had no further news to convey, other than the company said it was keen to install a landlord as soon as possible.

•War Memorial refurbishment.

Work had not been completed to refurbish the war memorial due to illness but further pruning of the holly trees was expected.

•Phone Box removal.

Info had been circulated –the notice of removal was apparently placed in the wrong phone box and Bishampton's was safe at present.

•Pavements.

No further developments.

•Bus Service improvements.

The service is being reviewed and the PC agreed to take up the offer from the county passenger transport officer to come and speak at a PC meeting.

•Newsletter.

After reading the newsletter, a Moat Farm Lane resident wrote to the PC, asking about drainage issues regarding the ditch at the back of MFL. Also again discussing the state of the MFL footpaths. The clerk had replied.

It was agreed that another newsletter should be prepared including topics: Shop & pub/ First Responder/

•Speed Activated signs.

No further developments.

•Dog Fouling

The chairman delivered the letter in the problem areas – no responses had been received.

REPORTS/CORRESPONDENCE:

17. **PACT news.** None

18. **CALC/ training matters.** None

19. **To receive reports from councillors and items for future agendas.**

Cllr Liz Tucker reported that:

She had been touring the area with the County Council Chief Executive.
Wheelie bins were due to be delivered in the coming week.

20. **To consider any further items of correspondence.**

WCC Pershore Area Forums – Drakes Broughton Village Hall, 29th Oct 7pm/ Bredon v hall, 12th Nov 7pm

Bus schedule changes.

Wychavon consultation on planning enforcement policy.

Wychavon chairman's ball – info circulated.

Wychavon, Malvern Hills and Wyre Forest Rural Communities Consultation: "There should be money to be spent on community projects in these districts, this consultation is so that you can have your say about how and where the money is spent."
Sep 19th 9.30-4 Bank House Hotel, Bransford.

Circulation: Fieldwork/ Fund-raising idea/ Art Works/ Guide to Community Sports Clubs/ wychavon annual report/ PHS newsletter/ Grassroots grants info/ Calc newsletter/ Partnership Matters

21. **To affirm the dates of the next meeting of the Parish Council:**

Oct 6th Throckmorton.

The meeting closed at 9.40 pm

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Chairman

Clerk to the Council Mrs C. Morris

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Date