

BISHAMPTON AND THROCKMORTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 7th March 2022 at 7.00pm at The Ockenden Suite, Bishampton Villages Hall.

Present: Cllr Boocock (Chairman), Cllr Poulter (Vice Chairman), and Cllrs Amoroso, Argyle, Davis, Hodgkiss, Tucker and Wood

In attendance: County Cllr Boatright, District Cllr Tucker, Julie White - Parish Clerk

The chairman opened the meeting and reminded councillors that Covid restrictions had been relaxed and it was up to individuals to consider what measures they deem necessary. New Clerk Julie White was welcomed to the Parish Council.

1. Apologies - Apologies were received from Cllr Oakley

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. **None**
- c) To declare any Other Disclosable Interests in items on the agenda and their nature. **None**
- d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) **None**

Adjournment for Public Question Time

Two members of the public were present. One member of the public was there to listen to a couple of items raised. Another member of the public raised a specific issue. The meeting was suspended for a short time to listen to the member of the public.

3. Minutes: The minutes of the meeting on 7th February were approved and signed by the Chairman

4. District and County Councillors' reports

County Councillor report:

- Village Hall Pavement: This is now on the Highways advisory list to be actioned although it may take a while as there are more pressing items to be dealt with.
- Fence – Church Lane: Cllr Boatright emailed the Liaison team on 10th February and received no response. He subsequently contacted them again and still received no response, so he has sent a very strongly worded email to the Head of Highways.
- Hedgerow – Throckmorton (opp The Elms) Cllr Boatright also contacted the Liaison team regarding this issue and received no response. He was promised a definite outcome by the end of February but has again heard nothing. Due to this lack of action and communication he has started a complaint and demanded a meeting with the Head of Highways.

District Councillor report:

Councillor Tucker made comments on the following planning applications:

- Application 20/02113/FUL, 6 Lakeside Lodges – Evesham Vale Carp Fishery – has been approved
- Application 21/02985/FUL, change of use from fishing lakes to recreational use was mistakenly omitted from the published agenda.
- Application 21/01962/FUL, Rotherdale Farm erection of glasshouse. This is a minor application and is about amending a condition
- Application 21/02648/FUL, Land off Long Lane (Airfield): 4 Warehouses + associated parking - This has recently gone to Planning Committee where Highways said that it was unlikely that 2 HGVs would meet in Long Lane. The site is voluntarily directing its own vehicles towards Lower Moor and not Upton Snodsbury.
- Application 21/02478/CU – Land at Pershore Airfield – still awaiting more information from the agents regarding geophysical and archaeology surveys.

5. Progress Reports: for information & discussion.

Item	Description	Responsible
a)	<p><u>Long Lane VAS signs</u> – After denying it was under warranty, Westcotec have now decided that the faulty sign is under warranty and a team is expected to fix it this month.</p>	GB
b)	<p><u>CIL Projects</u> –</p> <ul style="list-style-type: none"> Further to the proposal last month to purchase a hedge trimmer Cllr Tucker obtained 3 quotes which are all in the region of £480.90 + VAT. There is uncertainty over whether this would be eligible for CIL funding, but the importance of the purchase was recognised. Therefore, if the hedge trimmer is not eligible for CIL funding, there is money available in the Shorthorn Wood budget. It was also noted that in addition to the hedge trimmer, safety equipment would need to be purchased i.e. visor and ear defenders. <p>It was proposed by Councillor Tucker and seconded by Councillor Poulter that up to £550 (excluding VAT) is allocated for the purchase of the hedge trimmer and safety equipment. All in favour.</p> <p>It was noted that users would require training and that courses are run regularly. It was suggested that there would need to be 4 personnel trained to use the trimmer. Also, the Lengthsman would be spoken to, to see if the usage of this equipment is in his remit.</p> <ul style="list-style-type: none"> Cllr Amoroso had previously circulated some quotes for sleepers and association materials for 3 walkways and for the new gate to the Nature Reserve. The cheapest quotes totalled £846.87. Labour will be supplied free of charge. <p>Cllr Amoroso proposed that the quotes totalling £846.87 quote are accepted. Seconded by Cllr Poulter. All in favour.</p> <p>Cllr Amoroso will bring costings for signage and the membrane to the next meeting.</p> <p>Re the Bat Boxes, a lady from the Evesham Bat Society is advising the best place to site the boxes and offering other advice regarding obtaining a license to open the boxes. It is hoped that the Bat Society will offer Bat Walks in the future.</p>	CT/MA
d)	<p><u>Nature Reserve</u> – Councillor Amoroso confirmed that the work on the trees has been scheduled for 25th March. Councillor Amoroso was congratulated and thanked for all her hard work in this regard.</p>	FA
e)	<p><u>Culvert – Babylon Lane</u> - A visit took place earlier in the day between Cllr Argyle and Mark Morris and Andrew Fell from Worcestershire County Council. Mr Fell is looking into who owns the headwall as it doesn't look sound. Once permission from an adjacent landowner in Stanton Fields is obtained to enable mechanical extraction of silt, a date for the work will be scheduled. The first 3 metres will require clearing and levelling by hand. Cllr Boatright asked for written notes of what was agreed at the meeting.</p>	MA

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f)	<p><u>Jubilee Events</u> – Cllr Wood is planning the publicity with Mark Platts of the Villages Hall. Cllr Wood said she is currently struggling to motivate people. The events being planned are a church service of thanksgiving, followed by a parade from the Church to the Villages Hall where a picnic will take place, including traditional games and events followed by a party with dancing. Discussion took place over whether the Parish Council was doing enough. It was agreed that Cllrs Wood, Poulter, Hodgkiss and Tucker would all liaise via email so that all information and ideas from Bishampton, Throckmorton and Tilesford are shared.</p> <p>Mark Platts was invited to speak and confirmed that he has written to all users of the village hall. The plan is beginning to take shape with the national Big Jubilee Lunch. Mark will investigate whether the Villages Hall insurance will cover the activities planned for outside.</p> <p>Cllr Tucker confirmed that Throckmorton is planning an afternoon of entertainment on the Saturday so that there is no conflict with Bishampton</p> <p>Cllr Tucker advised that £15,000 is being made available by Wychavon District Council for the jubilee celebrations with a minimum of £100 per Parish Council. It will be up to each Parish Council how the money is distributed. The Clerk was asked to contact Jane Pickering of Wychavon District Council to establish how to access the money. Councillor Poulter agreed to speak to Gina and Marc at The Dolphin.</p>	All
g)	<p><u>Info Kiosk signage (Throckmorton)</u></p> <p>Two quotes have been obtained with the better price being £22 per panel plus VAT. Councillor Boocock proposed that it is confirmed if 3 or 4 panels would be required and then they are purchased at £22 each plus VAT. Councillor Poulter seconded this proposal. All Councillors were in favour.</p>	EP
h)	<p><u>Newsletter – Spring 22</u></p> <p>Cllr Boocock said that he happy to produce a newsletter with The Clerk, but there is a tight timeframe. Cllrs Amoroso, Wood and Poulter agreed to proofread as required. Cllr Boocock asked for ideas for content by 18th March.</p>	GB
i)	<p><u>Condition of Verges</u></p> <p>Cllr Boatright suggested that a letter is sent to Barry Barnes of Highways and he is asked to come out to site to see what action can be taken. Cllr Boatright to advise the Clerk who the best person to write to is. Cllrs Amoroso and Hodgkiss to provide photographic evidence to accompany the letter.</p>	GB
j)	<p><u>Footpaths and Bridle Way Noticeboard</u></p> <p>The pathway noticeboard blew down in a storm and is now being stored at a unit at The Dolphin. Fiona Argyle has offered 2 way-marker posts free of charge. Phil Poulter will advise (via Cllr Poulter) of progress.</p>	EP/GB
k)	<p><u>Coffee Mornings – Review and Going Forward</u></p> <p>Cllr Poulter reported that the coffee mornings are going well and the donation scheme has worked well with the average cost to the Parish Council being c £10 per coffee morning. District Councillor Tucker was thanked for coming up with the idea of asking for donations. There was a suggestion that speakers could be invited occasionally, and Cllr Tucker offered to attend a future coffee morning to speak about Shorthorn Wood.</p> <p>Councillor Poulter thanked Gina from The Dolphin for her support in putting the coffee mornings on and proposed that the coffee mornings continue with the same format for the time being. Councillor Boocock seconded the proposal. All in favour.</p>	EP

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Item	Description	Responsible
l)	<p><u>Village Hall Play area – damage from escaping footballs</u> Stray footballs are going over the fence from the Villages Hall play area into neighbouring gardens due to the protective screen not being wide enough. It was agreed in principle that the Parish Council should pay to provide adequate screening. Councillor Hodgkiss agreed to investigate the options and report back over the next few days.</p>	MH/GB
m)	<p><u>Vaccination Clinics</u> The NHS had contacted the Parish Council with a view to running Covid vaccination clinics. The purpose of the clinic would be to target rural areas. Cllr Boocock liaised with both Village Halls and they were both supportive of the idea. A pilot event has been booked for March 25th at The Three Villages Hall in Bishampton between 10am & 4pm. Cllr Boocock proposed that the £36 cost of the village hall is met by the Parish Council. Seconded by Cllr Hodgkiss. All in favour.</p> <p>Mark Platts left the meeting.</p>	GB

6. Planning

- There were no new planning applications. Application 20/02113/FUL has been approved.

	Reference	Description	Comment
Approved	20/02113/FUL	Evesham Vale Carp Fishery, Broad Lane: 6 Lakeside Lodges	Commented
Pending	21/01962/FUL	Rotherdale Farm Long Lane: The erection of a 142,596 M2 Glasshouse	No Comment
Pending	21/02478/CU	Land at Pershore Airfield, Long Lane: Change of use 27.6 Hectares	Commented
Pending	21/02648/FUL	Land off Long Lane (Airfield): 4 Warehouses + associated parking etc	No Objection
Approved	21/02941/CLPU	10 Moat Farm Lane, Bishampton, Certificate of Lawfulness	No Objection
Pending	21/02985/FUL	Evesham Vale Carp Fishery, Broad Lane, Change of use from fishing lakes to recreational use	Commented

7. Progress Reports: Properties

Item	Description	Responsible
a)	<p>Dolphin Maintenance Issues:-</p> <p>i) Boiler replacement update: Cllr Boocock was pleased to report that the boiler was installed on 21st February and a Gas Safe certificate has been issued.</p> <p>ii) The Clerk was asked to investigate if the Parish Council is required to obtain a Gas Safe certificate to cover the rest of the property including the commercial kitchen area.</p> <p>iii) Wiring in the loft. An electrician recommended by Johnsons will be asked to look at the reported damage to wiring identified in the loft area.</p> <p>iv) Following the request from the tenants for support with decoration costs for the bathroom and the fitting of a new radiator to replace the undersized one currently there. The suggestion was that the Parish Council should pay for the radiator but not the redecoration costs. Cllr Boocock is awaiting a response regarding the details and cost of the recommended radiator size. It was agreed to wait until this is received until a way forward is decided.</p>	GB

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Item	Description	Responsible
b)	Housemartins	
	i) Fan fitting: Still no response from K Walker so Johnsons are arranging for an electrician to visit the property and quote.	GB
	ii) Ridge tile replacement – This work was carried out under Section 4.4 of the Financial Regulations at a total of £137. Awaiting invoice.	GB
	iii) Curtain pole – This work was also carried out under Section 4.4 of the Finance Regulations at a total cost of £95 to supply and fit. Awaiting invoice	GB

8. Finance

- 8.1. The bank reconciliation was reviewed and payments were approved. Delegated authority was agreed for the Clerk to arrange payments for: Clerk's wages (inc PAYE payment) and allowance, Avondale for the ridge tiles, Johnsons for supply and fit of curtain pole and The Dolphin coffee morning.
- 8.2. PWLB repayment. Cllr Boocock proposed that the deferred amount of £21,265.90 is repaid this month so that it falls within this financial year. He confirmed that the early repayment will incur no penalty. Everyone was in favour of repaying this amount immediately.
- 8.3. Internal Auditor – It was proposed by Cllr Boocock and seconded by Cllr Poulter that Zoe Kirby is re-appointed as the Parish Council's Internal Auditor for financial year 2021/22. All in favour.
- 8.4. Lloyds bank internet banking is hopefully up and running again so payments will be made electronically.
- 8.5. Cllr Boocock confirmed that he is working on the text for the Parish website to explain the precept rise.

	£
Current Account balance as of 28 th February 2022	57,289.96
Savings Account, 30 Day notice account	14,052.62
Unpresented cheques	-349.50
Total cash assets for the PC stand at	70993.08

Payments for Approval (inc. of VAT)	£
Smart Cut Ltd	319.50
Carl Brassington- LM Duties February	165.00
Britania Services Ltd – Dolphin boiler	3480.00
Parish Mag Printing/Newsletter (September)	80.10
Cllr Amoroso/Ark Wildlife – Bat boxes	349.14

9. Correspondence for Information

- The Wychavon Parish Games Association has written to announce that the Games are returning after 2 years. Further information is awaited.
- A request from a resident has been received to see if there are any garages to rent in Babylon Lane. It was generally thought that the garages are privately owned but Cllr Wood said she would make some enquiries.

10. Clerk's report – no report

11. Completed items to close

- 11.1- Disposal of table. The £55 funds are banked and the Asset Register has been updated.

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12. Councillors' reports and items for future agenda

- The 'Active Transport' meeting has been moved to 27th April at The Civic Centre at 6pm and neither Cllrs Amoroso nor Wood are available on that date. Other Councillors were asked to consider attending.
- The Dolphin boundary issue was requested to be on the next agenda.

13. Date of next meeting:

The next parish council meeting is on Monday 4th April, to be held at Throckmorton Parish Rooms

The meeting closed at 21:25

Signed

DRAFT