

Bishopstone Group Parish Council
Minutes of meeting
Held on Thursday July 10th 2014

Present: Councillor Sue Hubbard (Vice Chair and acting Chair), Councillor Rosemary Brown, Councillor Muriel Holmes, Councillor Trevor Hunt, Councillor John Verry and Councillor Penny Redshaw.

1 member of the public was present and Mr Philip Pankhurst- Balfour Beattie representative was also present to provide information to Councillors about the lengthsman scheme.

Councillor Hubbard welcomed Rosemary Plant, the new clerk and introduced her to all members present.

1. Apologies received from Councillor John Macklin (Chair), Councillor Serena Crump and Councillor Cathy Draper.
2. Declarations of interest for dispensations **None received. Resolved..**
3. The minutes of the meeting held on 8th May 2014 were **approved, adopted and signed.**
4. Open Session:
 - 4.1.1 **No report received** from the West Mercia Officer.
 - 4.1.2 **No report received** from the Ward Councillor.
 - 4.2 **No comments** from local residents.at this stage.
5. Philip Pankhurst reported that he covers the locality of Weobley, which includes Bishopstone area and is in charge of monitoring defects, pot holes, ditches and gullies. He monitors repairs carried out by utility companies, carries out statutory inspections and will action any queries from members of the public or via the Parish Council. The preferred method of reporting is via the parish clerk. Defects can be logged on the clerk inbox. **Rosemary to action.** A major defect is classed as a category 1 and is inspected within 2 hours – repaired within 24 hours. A category 2 defect, when reported, should be repaired within 28 days. Category 2B defects are postponed and reviewed at the next inspection. Councillor Verry and Councillor Hubbard (other Councillors to attend if available), concerned at the state of some of the roads in the area, agreed to meet Philip Pankhurst Thursday July 24th at 10.00 at the kiosk in Bishopstone to log faults.

For the lengthsman scheme Bishopstone Group has 15.8 kms of road, the current funding would be £1,738 per year for the first 3 years and then would be reduced to £1,422 per year. Lengthsmen should clean signs, clear ditches, cut verges and carry out general maintenance, with Balfour Beattie covering the cost of materials. There are good lengthsman available in the surrounding areas. The enhanced scheme would allow lengthsman to fill in potholes on minor roads. All lengthsman should hold public liability insurance, which should be inspected before any work is carried out. Increased administration for this scheme would be inevitable and is considered to be 3 hours per month for Weobley district. Councillor Hubbard suggested perhaps a Councillor should be responsible for each Parish in the Bishopstone Group to produce a schedule of works requiring attention.

6. Planning:
 - 6.1 The comments for the Core Strategy – **Little change.**
 - 6.2 To consider comments on the following planning applications:
 - 6.2.1 Application No: P141671/F – Mansell Court, Mansell Gamage.
Proposed sub-division to create two residential dwellings.**All Councillors supported this application. Resolved**

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Minutes of meeting

Held on Thursday July 10th 2014

6.2.2 Application No: P140760 –Bye Cross Farm, Moccas. 239

To consider an additional 10 touring caravans on the existing site and up to 6 yurts on a new site. **All Councillors – no objections to this Resolved**

7. Finance

- 7.1.1 Training: Clerk’s CiLCA course - £180.
- 7.1.2 Stationery – approximately £50.
- 7.1.3 Norton anti virus - £34.99.
- 7.1.4 Hard drive for lap top back up – (500mb approx £36 or 1tb approx £50)
- 7.2 Publications at reduced price from HALC:
 - 7.2.1 Charles Arnold Baker - £56.25.
 - 7.2.2 Local Councils Explained - £39.99.
 - 7.2.3 Good Councillors’ Guide - £1.50.
 - 7.2.4 Meeting notices x 3 packs - £15.00.
 - 7.2.5 Hire of community centre for May 8th meeting - £14.00.
 - 7.2.6 Pip printing – June newsletter - £125.50.
 - 7.2.7 Mileage expenses for clerk.

All the above costs were approved for payment. The larger hard drive 1TB was approved and would also be used to store the newsletter and any other items required. Resolved

Agreement was given for the clerk to pay accounts between meetings.

8. Neighbourhood Plan

179 questionnaire packs were distributed within the Parish – 86% were returned, the greatest return from the 45 – 74 age group. Comments:-Housing developments should have no more than 3 – 5 houses. Homes should be owner occupied. Homes should be affordable with some starter homes. No housing association developments. No large executive housing. Brownfield sites only, no greenfieldsites. The preliminary results to be placed on the website and also on the notice board in the Community Centre.

Saturday August 9th – “Planning for real” open day at the Community centre. Flyers will be put through all doors. Councillor Hubbard thanked everyone for their help.

9. To consider maintenance around notice boards.

The noticeboard at Kentchester is rather high – Councillor Verry to lower this if possible. The noticeboard by the church in Byford has a faulty catch. Councillor Verry to repair.

Items for the next meeting: To discuss the precept and a SID, speed indicator device.

The meeting closed at 9.10pm

Minutes signed:-

Designation:-

Date:-

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