

ECCHINSWELL, SYDMONTON AND BISHOPS GREEN PARISH COUNCIL

Minutes of meeting held at Ecchinswell Village Hall

Wednesday 12th September 2018, commencing at 19.30 hours

Present: Councillors Hall (Chair), Dain (Vice Chair), Owen and Sparrow.

In attendance: Sarah Jones (Clerk), 0 members of the public

Item		Action																																	
1	<p>Apologies Apologies were received and accepted from Cllr Bayliss, Borough Cllr Izett and County Cllr Mellor.</p>																																		
2	<p>Declarations of interest There were no declarations of interest.</p>																																		
3	<p>Minutes of previous meeting and actions arising 71/18 Resolved To receive and confirm the minutes of the previous meeting held on 11th July 2018, and the extra-ordinary meeting held on 6th August 2018. Signed by Cllr Hall (Chair) as a true record. Actions arising: The actions have either been addressed or are dealt with under Agenda items below.</p>																																		
4	<p>Public participation There were no members of the public present.</p>																																		
5	<p>Borough Councillor's Report There was no report as the Borough Cllr was not present, however he had sent an email which was circulated relating to the new ward name of 'Western Parishes'. A proposal has been put forward to call the new ward 'Evingar' relating to the name for most of the area from Anglo-Saxon times to the mid-19th century. Cllrs were unanimous in their support for the new ward to be called Evingar. The email also advises the waste collection service contract is moving from Veolia to Serco in October.</p>																																		
6	<p>County Councillor's Report There was no report as County Cllrs Mellor and Thacker were unable to attend the meeting.</p>																																		
7	<p>Planning a) There were no new planning applications. b) Decisions - None.</p>																																		
8	<p>Finance 72/18 Resolved Electronic Payments: a) Financial Report and Payments</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">S Jones</td> <td style="width: 40%;">Clerk's salary (August)</td> <td style="width: 30%; text-align: right;">£496.69</td> </tr> <tr> <td>S Jones</td> <td>Clerks Expenses (August)</td> <td style="text-align: right;">£8.10</td> </tr> <tr> <td>D McClelland</td> <td>Litter warden – (August)</td> <td style="text-align: right;">£156.60</td> </tr> <tr> <td>R Wherry</td> <td>Litter warden - (August)</td> <td style="text-align: right;">£112.74</td> </tr> <tr> <td>HMRC</td> <td>PAYE – RW, DM, SJ</td> <td style="text-align: right;">£50.80</td> </tr> <tr> <td>Premier Grounds</td> <td>August maintenance</td> <td style="text-align: right;">£316.80</td> </tr> <tr> <td>British Legion</td> <td>Soldier silhouette x2</td> <td style="text-align: right;">£500.00</td> </tr> <tr> <td>May Fayre Committee</td> <td>Donation</td> <td style="text-align: right;">£150.00</td> </tr> <tr> <td>Business Stream</td> <td>Water service charges</td> <td style="text-align: right;">£13.36</td> </tr> <tr> <td>John Dain</td> <td>Noticeboard repair expenses</td> <td style="text-align: right;">£120.77</td> </tr> <tr> <td colspan="2" style="text-align: right;">Total</td> <td style="text-align: right;">£1,925.86</td> </tr> </table> <p>Cheque Payment: Cheque number 101057 for £75 to the Stephen Lugg Charity MacMillan Caring Locally</p> <p>73/18 Resolved</p>	S Jones	Clerk's salary (August)	£496.69	S Jones	Clerks Expenses (August)	£8.10	D McClelland	Litter warden – (August)	£156.60	R Wherry	Litter warden - (August)	£112.74	HMRC	PAYE – RW, DM, SJ	£50.80	Premier Grounds	August maintenance	£316.80	British Legion	Soldier silhouette x2	£500.00	May Fayre Committee	Donation	£150.00	Business Stream	Water service charges	£13.36	John Dain	Noticeboard repair expenses	£120.77	Total		£1,925.86	
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	<p>b) The actual/against budget for the period to the end of August 2018 was noted and agreed. There was discussion relating to how to show the donation monies on the report, the Clerk will review the report and make suggestions to be signed off at the next meeting.</p>	SJ
9	<p>Correspondence 74/18 Resolved: 30 July – Consultation on the draft Landscape, Biodiversity and Trees Supplementary Planning Document. Cllrs have reviewed this and have no comments to make but it was agreed Cllrs need to ensure future planning applications are subject to the appropriate reviews. 7 Aug - Council Wards Boundary Commission (plus Borough Cllr John Izett's email dated 6/9/18) – reviewed under Item 5 above. 14 Aug – BDBC TPO – advice of the removal of a dead walnut tree from 1 Ratts Cottages in Sept/Oct. As the tree is dead, no application is required. 16 Aug – Greenham Business Park Revised LDO. Reviewed and noted by Cllrs. 20 Aug – Resident, Bishops Green (phone call) – requesting road calming measures to be taken in Ash Road. The Clerk will contact BDBC and advise this needs to be investigated as traffic calming measures are needed. 28 Aug – Sarah Miller, C57 chasing when works will start. No further information. 3 Sept – Resident of Hyde Lane by phone reporting that the tree stumps around the pond are growing into the road and obstructing the sight lines up the main road. The lengthsman will be asked to cut back the foliage. On-going – resident reporting the state of the roads. BDBC and HCC have been notified and the public are asked to report any potholes or roads in bad repair directly to them as this will ensure they are immediately put on their reports and this should ensure they are dealt with promptly. Lengthsman – 7.5 hours of work in September, Cllr agreed the following jobs: Moving the bin (see 12b below), washing the road signs, cutting back the overgrown tree stumps at the pond/Hyde Lane and cutting back overgrown footpaths throughout the Parish.</p>	<p>SJ</p> <p>SJ</p> <p>SJ</p> <p>SJ</p>
10	<p>Highways and Rights of Way 75/18 Resolved Cllr Dian raised the resilience plan as there are many roads within the Parish that are in too poor a state to have the resilience treatment. The Clerk will contact BDBC to see what can be done to help this issue and report back.</p> <p>The project to make some stiles into kissing gates is progressing slowly. Cllr Dain has met with the estate manager and is continuing to move forward with the project but as yet there is nothing further to report.</p>	SJ
11	<p>New Business a) <u>Cllr Vacancies</u> 76/18 Resolved At present there are 2 vacancies; it is hoped one slot will be filled at the next meeting and the second with a member from Bishops Green in due course. The vacancies continue to be advertised on the website. b) <u>School Lighting</u> 77/18 Resolved The council have received several negative comments relating to the lighting of the school overnight. Cllrs agreed unanimously they would ask the Headteacher for a meeting to discuss possible solutions. A letter will be sent requesting this meeting that Cllr Hall will attend. c) <u>Volunteer Review</u> It was agreed by all Cllrs that the volunteers are working very hard and doing a brilliant job. The Parish Council wanted to express its thanks to each and every volunteer for their efforts. d) <u>Standing Order Review</u> 78/18 Resolved The Standing Orders were reviewed, and minor amendments made. All Cllr were agreed</p>	TH/SJ

	<p>that once the document has been altered to reflect the amendments, the Standing Orders can be signed off by the Chair without further review.</p> <p>e) <u>National Highways and Transportation Public Satisfaction Survey response</u> 79/18 Resolved The responses to the survey were unanimously agreed by Cllrs and the Clerk will send the responses.</p> <p>f) <u>Pond clearance day arrangements</u> 80/18 Resolved The pond clearance day is set for 14th October at 10am. Final arrangements and timescales were agreed, and it was confirmed Cllr Hall will do the risk assessment. Cllr Owen will create a poster to put up in the pub and on the noticeboards. Cllr Bayliss will be asked if she has the first aid kit and if not, another one needs to be obtained. Other tasks will be allocated by the next meeting. The clerk is to email all residents with the details of the day.</p> <p>g) <u>Digweeds bench</u> 81/18 The bench has been vandalised and a volunteer has kindly offered to fix it. Cllrs were very grateful for the offer. Expenses will be paid, plus a small donation.</p>	<p>TH/SJ</p> <p>SJ</p> <p>TH NO/SJ JB SJ</p>
13	<p>Matters for discussion</p> <p>a) <u>War memorial update</u> Cllr Hall has been in contact with a stonemason who is looking at the options for adding the name onto the memorial this week. Confirmation has yet to be received from the regiment confirming the soldier was part of it. The soldier silhouettes have been ordered and once they arrive, it was agreed they would be put straight up by the war memorial. Cllr Hall will do this and after discussion on the placement of the silhouettes various options were considered and it was agreed Cllr Hall will decide what looks best when they arrive.</p> <p>b) <u>New bin location and progress</u> Premier Maintenance have confirmed they will move the bin to the opposite side of the road.</p> <p>c) <u>Telephone Box update</u> BT have acknowledged the phone boxes have been on their list for nearly a year and have confirmed that once the power suppliers sort out the electricity, the boxes will be moved 2 weeks later. The Clerk will continue to chase. Cllr Hall will speak to Colin Headlong regarding the design of the area and about starting some ground clearance work in anticipation of the phone box finally being removed.</p> <p>d) <u>Bishops Green Village Hall update</u> Cllr Dain attended the first meeting for the newly appointed committee on Monday 10th September. The new committee is being supported by a liaison officer from BDBC. New procedures and policies are being put into place, and it is hoped that the booking system will soon be up and running. Once this has happened, Cllrs are agreed that meetings will be held in Echinswell and Bishops Green on alternating months. The Parish Council are keen to offer their support and have an active interest in Bishops Green Village Hall. Cllr Dain advised the bin just outside the village hall has been vandalised; the Clerk will report this.</p> <p>e) <u>Parish Magazine</u> Content for the Parish Magazine article was agreed. Cllr Sparrow will write the article this month. It was agreed the newsletter needs to be published on all the noticeboards going forward, the Clerk will ensure this happens.</p>	<p>TH</p> <p>SJ</p> <p>TH</p> <p>SJ</p> <p>SJ</p>
13	<p>Date of next meeting Wednesday 10th October 2018 at Echinswell Village Hall at 7.30pm. There being no further business, the meeting closed at 9.20pm.</p>	

ACTIONS:

There was discussion relating to how to show the donation monies on the report, the Clerk will review the report and make suggestions to be signed off at the next meeting.

The Clerk will contact BDBC and advise Ash Road needs to be looked into as traffic calming measures are needed.

The lengthsman will be asked to cut back the foliage from the tree stumps around the pond. SJ

Lengthsman – 7.5 hours of work in September, Cllr agreed the following jobs:

Moving the bin (see 12b below), washing the road signs, cutting back the overgrown tree stumps at the pond/Hyde Lane and cutting back overgrown footpaths throughout the Parish.

The Clerk will contact BDBC to see what can be done to help this issue with the roads and report back.

A letter will be sent requesting a meeting with the Headteacher so that Cllr Hall can discuss the lighting issue.

All Cllr were agreed that once the document has been altered to reflect the amendments, the Standing Orders can be signed off by the Chair without further review.

The responses to the survey were unanimously agreed by Cllrs and the Clerk will send the responses.

Cllr Hall will do the risk assessment for the pond clearance day. Cllr Owen will create a poster to put up in the pub and on the noticeboards.

Cllr Bayliss will be asked if she has the first aid kit and if not, another one needs to be obtained.

Other tasks to be allocated.

The clerk is to email all residents with the date and time.

The soldier silhouettes have been ordered and once they arrive, it was agreed they would be put straight up by the war memorial. **TH**

The Clerk will continue to chase BT re the removal of the phone boxes.

Cllr Hall will speak to Colin Headlong regarding the design of the area and starting some ground clearance work in anticipation of the phone box finally being removed.

Cllr Dain advised the bin just outside the village hall has been vandalised; the Clerk will report this.

It was agreed the newsletter needs to be published on all the noticeboards going forward, the Clerk will ensure this happens.