

**ECCHINSWELL, SYDMONTON AND BISHOPS GREEN PARISH COUNCIL**

Minutes of meeting held at Bishops Green Village Hall  
Wednesday 10<sup>th</sup> April 2019, commencing at 19.30 hours

**Present:** Cllrs Hall (Chair), Bayliss, Sparrow and Kearney.

**In attendance:** Sarah Jones (Clerk), County Cllr Mellor, 2 members of the public.

Item		Action															
1	<p><b>Apologies</b> Apologies were received and accepted from Cllr Dain.</p>																
2	<p><b>Declarations of interest</b> Cllr Bayliss notified that she would be conflicted if there was to be any discussion round the Woodside Farm planning.</p>																
3	<p><b>Minutes of previous meeting and actions arising</b> <b>26/19 Resolved</b> To receive and confirm the minutes of the previous meeting held on 13<sup>th</sup> March 2019. Signed by Cllr Hall (Chair) as a true record. <b>Actions arising:</b> Actions have either been dealt with or will be discussed under agenda items listed below.</p>																
4	<p><b>Public participation</b> The 2 members of the public present raised their concerns relating to the speeding traffic through Bishops Green. They advised there have been several near accidents and 1 actual accident. Cllr Hall advised traffic calming measurements would be looked into, and the problem will be reported to the police. He requested that residents gather a body of evidence, details of times, dates, car registrations etc, and report this back to the Parish Council. The council will then investigate what actions can be taken to help with this problem.</p>																
5	<p><b>Borough Councillor's Report</b> Borough Cllr Izett was unable to attend the meeting so there was no report.</p>																
6	<p><b>County Councillor's Report</b> County Councillor Mellor advised that Cllr Thacker will be attending the May Assembly. He drew Cllrs attention to the planning application detailed in the Correspondence under item 9 of the agenda; he advised although this is not in this parish there may be implications for this area. Cllr Hall advised he would review the information and circulate the comments he intends to use as a response. Cllr Mellor advised transport is getting more funding and more roadworks are being carried out to help with the issues around potholes etc. Cllrs commented that the roads are badly patched in some areas; Cllr Mellor responded that he believes the works are going well and is pleased with the new equipment, but any problems can be reported to HCC. The A339 continues to be discussed and will be in difficulties for some time. Increased traffic and planned building works will mean traffic does not improve but long-term plans will be put into place to try and alleviate these issues. Cllr Mellor advised he has a Rural Budget which is primarily set for equipment which may be needed by villages; he will send the clerk full details. Cllr Mellor had no further comments and left the meeting at 8.15pm.</p>	<b>TH</b>															
7	<p><b>Planning</b> <b>27/19 Resolved</b> a) <b>Planning applications</b> - none. b) <b>Decisions</b> - none.</p>																
8	<p><b>Finance</b> <b>28/19 Resolved</b> <b>Electronic Payments:</b></p> <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">S Jones</td> <td style="width: 40%;">Clerk's salary (March)</td> <td style="width: 30%; text-align: right;">£519.09</td> </tr> <tr> <td>S Jones</td> <td>Clerks Expenses (March)</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td>D McClelland</td> <td>Litter warden – (March)</td> <td style="text-align: right;">£195.75</td> </tr> <tr> <td>R Wherry</td> <td>Litter warden - (March)</td> <td style="text-align: right;">£112.94</td> </tr> <tr> <td colspan="2">HMRC PAYE – RW, DM, SJ</td> <td style="text-align: right;">£28.20</td> </tr> </table>	S Jones	Clerk's salary (March)	£519.09	S Jones	Clerks Expenses (March)	£0.00	D McClelland	Litter warden – (March)	£195.75	R Wherry	Litter warden - (March)	£112.94	HMRC PAYE – RW, DM, SJ		£28.20	
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	<p>Cllr Kearney advised she is also attending the New Cllr training in June.</p> <p>c) <u>Review of the clerk's salary</u>  <b>34/19 Resolved</b>  The clerk advised Cllrs that she had not being paying herself the homeworking allowance since June 2017 due to a misunderstanding. She then left the room whilst the PC discussed the Clerk's annual pay review. Upon returning to the room, Cllrs advised they would pay the homeworking allowance as a lump sum for 2018-19, the clerk could pay this going forward, and her salary would increase by 3% from 1<sup>st</sup> April 2019. Cllrs asked if the allocation of 12 hours per week was enough to get all the work done and the clerk confirmed it is.</p> <p>d) <u>1<sup>st</sup> Quarter risk assessment</u>  <b>35/19 Resolved</b>  The risk assessment had been completed and circulated by Cllr Dain prior to the meeting and was noted and agreed by all.</p>	
12	<p><b>Matters for discussion</b></p> <p>a) <u>Council Vacancies</u>  The council still has 2 vacancies; Cllr Hall advised he would speak to a resident who had recently shown interest to join the council and would report back.</p> <p>b) <u>Annual Assembly – finalise details.</u>  Final details for the annual assembly, including catering and advertising, were decided and agreed by all.  Leaflets advertising the event will be distributed and all Cllrs are asked to provide help during the week of 1<sup>st</sup> May to deliver the leaflets.  Cllr Hall will draw up suggested questions for a questionnaire for the public who attend the annual assembly to answer to request their feedback on the work the parish council is doing on their behalf. He will circulate these to the Cllrs for approval.</p> <p>c) <u>May Fayre donation – works update</u>  The area has now been weed-killed and a design is in place. Cllr Hall advised funds are needed for the hire of a cement mixer and concrete to lay a plinth for the bench. Labour will be free. Cllrs agreed unanimously that these costs could be utilised out of the donated money when needed, the amount being approximately £120. Cllrs agreed it was positive to move the project forward. The bench and some planters are being donated and are gratefully received.</p> <p>d) <u>Affordable Housing Update</u>  Cllr Sparrow advised he has spoken to various people regarding this project and has been advised that progress cannot be made until potential sites have been identified. Cllr Sparrow will therefore not report at the Annual Assembly, Cllr Hall will add some comments to his presentation.</p> <p>e) <u>S106 monies for allotments and fencing quotes update</u>  Cllr Bayliss has received one quote for £900 for 60 metres of estate fencing. Fitting may be carried out by the volunteer group. Cllr Bayliss will look into this in more detail and report back at the next meeting.</p> <p>f) <u>EVH zip wire/play park update</u>  This invoice has been received re the zip wire that the parish council agreed to contribute to and will be paid. The responsibility of the play park will be discussed further at the June meeting.</p> <p>g) <u>School lighting update</u>  No response has been received regarding this so Cllr Hall has advised he will go and visit the school.</p> <p>h) <u>Oakfields Close parking lighting update</u>  The parking has been revamped and is much better, and the street lights are being turned off overnight.</p> <p>i) <u>Parking at Bishops Green Village Hall</u>  There was no update on this matter,</p> <p>i) <u>Bishops Green Community Association update</u>  Cllr Dain was not present so there was no report on this.</p> <p>j) <u>Parish Magazine</u>  Content for the Parish Magazine article was agreed. Cllr Bayliss will write the article this</p>	<p><b>ALL</b></p> <p><b>JB</b></p>

	month.	
13	<b>Date of next meeting (Annual Assembly):</b> Wednesday 8 <sup>th</sup> May 2019 at Ecchinswell Village Hall at 7.30pm. There being no further business, the meeting closed at 9.35pm.	