**Minutes for the Meeting of Birdingbury Parish Council**

**19th June 2012, held at The Birbury, Birdingbury**

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| **Present** | |  | |
|  | Councillors: D Turner (Chair), I Tipton (Vice-Chair), G Davy, C Morton and T Healey. Borough Councillor Hazelton | | |
| **In Attendance** | | |  |
|  | Joanna Bloomfield (Clerk) and two members of the public. | | |

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| 1. | **Welcome and apologies for absence**.  Councillor Turner opened the meeting and welcomed those present. Councillor Morton and Borough Councillor Hazelton had both informed the clerk that they would attend the meeting, but may arrive late. |
| 2. | **To accept apologies for absence**.  No apologies for absence had been received. |
| 3. | **Declarations of interest**.  Councillor Davy declared an interest in item 11.1 |
| 4. | **Representations from the public**.  There were no representations from the public. |
| 5. | **Minutes of the last meeting**.  Councillor Morton arrived. The minutes of the AGM and the Parish Council held on 15th May 2012 were unanimously approved and signed as a true record. |
| 6. | **Matters arising from the minutes of 15th May 2012** (and not elsewhere on the Agenda).   1. Speed Aware and Road Safety. The path to the church had been completed but, as yet, the signing and lining had not been started. It was decided that if this was not started soon, the clerk should ask Graham Stanley when it would happen. Concern had been expressed about people crossing the road at the point of the lowered kerb as there was no warning for drivers. After some discussion it was decided to wait and see the effect of the new signs and lining which were intended to make drivers reduce their speed. It was suggested that the ‘children playing’ sign could be moved to act as a warning but, ideally, there should not be too many signs. 2. Parish Laptop. The clerk reported that a laptop had been purchased within budget and was now in use. Councillors agreed any surplus should be spent on stationery and ink. |
| 7. | **‘No Rogue Traders Zone’**.  As Borough Councillor Hazelton had not yet arrived, and at the request of the speaker, the Chair brought forward item 9.  Jackie Morton, NHW co-ordinator, explained that as a result of a number of incidences during the last year when groups of door-to-door sellers had arrived in the village (and in some cases become aggressive, resulting in the police being called) the Neighbourhood Watch had been in discussion with PCSO Steadman about Birdingbury becoming a ‘No Rogue Traders Zone’, the first village in Warwickshire to do so. A questionnaire had been circulated within the village with 70 of 130 being returned and 80% of those agreeing to the proposition. This was a Trading Standards initiative, a ‘No Rogue Traders Zone’ deters pedlars from stopping and empowers villagers to question why people are in the village. A sample of the sign was shown to the Council. These could be attached to existing Birdingbury signs and removed if required. Individual signs and booklet would be hand delivered to each house before the signs go up.  The Chair thanked Jackie Morton for her hard work. After a short discussion it was unanimously agreed to back the scheme. Commercial radio was currently running an awareness campaign, and any publicity about the scheme in the local press would be useful. |
| 8. | **Replacement Bus Shelter**.  After a brief update, the Chair proposed that the Council makes a formal application to the Village Distribution Fund for £2,000 (with an option to go back if necessary) which would necessitate a Village Meeting being called, possibly on 30th June after Swap Club, with publicity on website and hand delivered note to all houses. This was unanimously agreed. The Chair then proposed that the Council write to Chris Barney advising him that the Council would underwrite the project and to go ahead with ordering the frame – a 10% discount was available if ordered before the end of June. Councillors Tipton and Morton would not be able to attend the Village Meeting, but hoped that villagers would be made aware of the healthy state of the Distribution Fund and recommended that they should support the scheme wholeheartedly.  Actions  **Councillor Turner** to arrange Village Meeting, write note and deliver with volunteers.  **Clerk** to write to Chris Barney. |
| 9. | **Reports from Borough Councillor**.  Borough Councillor Hazelton arrived, and reported as follows:   1. Dunchurch Division Forum to be held on 13th June, includes important Speed Aware section. 2. The proposed crematorium had been turned down. 3. Crime figures for May had been circulated. 4. Marton ‘Olympics’ to be held on 30th June. 5. Flooding Emergency Planning – please follow up and have precautions ready. 6. He was pleased to note that Birdingbury is pioneering ‘No Rogue Traders Zone’. |
| 10. | **The Jitty**.  The Chair reported that a villager had raised the issue of the condition of the Jitty, in particular the ramp. Although it looked as though re-surfacing may be happening, the Council agreed that, considering the age of the residents, it was not fit for purpose. The clerk was asked to write to Graham Stanley with a proposal to make the ramp at the Back Lane end of the Jitty a safer gradient and to add a hand rail. Councillor Morton would spray the Jitty with weed killer shortly, as he has on previous years.  Actions  **Clerk** to write to Graham Stanley.  **Councillor Morton** to spray the Jitty. |
| 11. | **Reports from Councillors** (other than Planning and Highways), including:   1. The Hovel: no report. As this item has been on the agenda since September without progress, it is to be discussed at the next BPC meeting. 2. Heartstart: there had only been one volunteer since the Village Meeting on 24th April. As there was no ground swell of support for Heartstart, the clerk was asked not to put it on the next BPC meeting agenda. 3. Jubilee Celebrations: congratulations were offered to all involved, particularly Councillor Davy and others who had organised the events. There had been very good feedback, the villagers had lots of fun. 81 mugs had been presented to children, 164 mugs had been sold for a total of £787, 3 were broken and the remaining 9 given to St. Leonards Church to sell at the fete. 4. Emergency Plan: Councillor Tipton had attended the ‘Flooding and Community Resilience’ seminar on the 12th June. All delegates had received a bag containing emergency equipment. This is to be left in a central location, in a shed at rear of The Birbury, with green boxes containing other equipment including hessian sandbags – Jackie Westcott is the key holder. Although the seminar had mainly concentrated on flooding, it held true to most emergency situations including heavy snow, loss of electricity, etc. It was suggested that a Village Meeting could be called to raise awareness. It was agreed that Councillor Tipton would write an article for Birdsong, with a tick-off list of provisions (including medication) and simple precautions, which villagers could tear out and keep. The ‘Good Neighbours’ initiative within the village had identified vulnerable people. Councillor Tipton also drew councillors attention to the responsibility councils had to draw attention to illegal clearances - ditches should not be cleared as they were needed to slow the flow of water whilst rivers need to be kept clear. Back Lane was a designated flood plain whether it floods are not.   Action  **Councillor Tipton** to write article for Birdsong.  **Clerk** to put The Hovel on agenda for July meeting. |
| 12. | **Correspondence requiring action** (and not elsewhere on the Agenda).  There was no correspondence requiring action. |
| 13. | **Financial Issues**.   1. Approval of cheques.   The following cheques were approved and signed:   * Clerk’s fee and purchase of laptop. Cheque no: 493 - £822.87 * MFM Grass Cutting. Cheque no:492 - £300.00  1. Financial statement.   The financial statement to date and a budget for the year 2012-2013 were circulated. Since the last BPC meeting Andrew Armbrister had undertaken an internal audit of the accounts for the year 2011-2012, and the completed annual return had been forwarded to Clement Keys. |
| 14. | **Planning Issues**.  There were no Planning Issues for discussion. |
| 15. | **Highways**.   1. Stockton Road: the damaged footpath sign has now been repaired. 2. Long Itchington Road: the damage to the verge by a manhole cover had still not been dealt with. The clerk was asked to pursue this with WCC, as this was their responsibility and any accidents that resulted from the continued problems may incur damages.   Action  **Clerk** to pursue with WCC. |
| 16. | **Newcomers to the village**.  There were no newcomers to the village. |
| 17. | **Business considered urgent by the Chair** (and not elsewhere on the Agenda)   1. Code of Conduct: the clerk alerted Councillors to the new Code of Conduct and Declaration of Interests form which are to be circulated for discussion at the next BPC meeting. The Declarations of Interest would need to be returned by 21st July. 2. Repair of village pump: the clerk was asked to write to Mark Palfreyman, thanking him for the work in repairing the pump, which was now looking very good.   Action  **Clerk** to circulate proposed new Code of Conduct, and Declaration of Interest forms.  **Clerk** to write to Mark Palfreyman. |
| 18. | **Date and time of next meeting**  The next meeting of the Birdingbury Parish Council is Tuesday 17th July 2012 at 7.30pm at the Birbury.  There being no further business, the Chair closed the meeting at 8.41pm  Signed ................................................................ (Chair)  Date ..................................................................... |
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