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

**17th July 2012, held at The Birbury, Birdingbury**

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| **Present** | |  | |
|  | Councillors: D Turner (Chair), I Tipton (Vice-Chair), G Davy 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 had informed the Clerk that he would be absent from the meeting. |
| 2. | **To accept apologies for absence**.  Councillor Turner explained the reason for the absence of Councillor Morton. His apologies were unanimously accepted. |
| 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. | **Reports from Borough Councillor**   * Councillor Hazelton congratulated BPC on the launch of the ‘No Rogue Traders Zone’, following on from Speed Aware. He would be asking other Parish Councils to look on and take note. * Willoughby Crematorium expecting to go to appeal. Rugby Crematorium going ahead. * Each WCC Councillor nominated to get £5,000 for local need. Application should be addressed to Councillor Hazelton, but goes to WCC and will be judged against funds available. Could be used to support youth club or to match other funds, for example. * Community Right-to-Bid. Parish Councils could apply to set up and run services, for example hedge trimming, as a business. * HS2 – press mis-informed about hitting buffers. Still has blessing of all three main parties. Four Judicial Reviews to be heard in January. * Broadband – now in Birdingbury, but County still looking for ambassadors. * Street lighting – not an issue for Birdingbury. * Diamond Wood, Ashlawn Road, Rugby – Councillors encouraged to fill in and return questionnaire (previously circulated by email). * Community Infastructure Levy - Councillors encouraged to fill in and return questionnaire (previously circulated by email). * Dunchurch Locality Division – Councillors encouraged to fill in and return questionnaire (previously circulated by email).   Councillor Turner explained that the condition of The Jitty remained a major concern with broken steps and no rail. Wet leaves, frost or snow made it unsafe for the residents. She proposed that a site meeting with Graham Stanley be arranged to look at what would solve the problem, possibly a ridged ramp and hand rail. Once a solution has been agreed and costed, BPC will ask Councillor Hazelton to raise it at RBC as a Health & Safety issue.  Action  **Clerk**: to arrange site meeting with Graham Stanley and Councillors. |
| 6. | **Minutes of the last meeting**.  The minutes of the Parish Council held on 19th June 2012 were unanimously approved and signed as a true record. |
| 7. | **Speed Aware and Road Safety**.  Councillor Turner explained an exchange of emails she had had with Graham Stanley on the ‘Gateways’ signage and lining. WCC has changed its main contractors from Carillion to Balfour Beatty. This has caused a delay as the original contractors for the work are not on the Balfour Beatty’s preferred contact list. An update on the situation will be in the Chair’s BirdSong article. |
| 8. | **Replacement Bus Shelter**.  The Village Meeting was attended by all who had been at Swap Shop (a larger number than normal) and several apologies, which included votes for the proposition, had been received. There was a unanimous decision to ask the Distribution Fund for £2,000 towards the cost of the bus shelter. With the receipt of a number of donations, only £380 remained to be raised. *(note: when banking, two further cheques were discovered and the figure is now £110).* The frame has been ordered but delivery date as yet unknown. The brick work has been completed by volunteers, and will be adjusted to allow for the slope of the concrete base. An update to be included in the Chair’s BirdSong article. |
| 9. | **Pecuniary Interest Forms**.  Those Councillors present signed the new Pecuniary Interest Forms, as required by the Localism Act. |
| 10. | **The Code of Conduct**.  Councillors unanimously agreed to adopt the RBC draft Code of Conduct, and signed accordingly. |
| 11. | **Reports from Councillors** (other than Planning and Highways), including:   1. The Hovel: It was agreed that in order to move things forward, a site meeting should be arranged at the Hovel with Councillors and Bob Munro, to take place after the meeting with Graham Stanley at the Jitty. 2. Emergency Plan:   Councillor Tipton distributed the ‘Parish Council Community Emergency Plan’ for Councillors and Clerk to help populate – the original had been filled by RBC with county contacts, and some local contacts added by Councillor Tipton. It was agreed that the Plan should be reviewed annually, in September with the leases. Councillor Turner expressed the Councils thanks to Councillor Tipton for his continued work on the Emergency Plan. The Council discussed how the PC would respond in real terms including identifying the three electrical circuits in the village, the idea of making The Birbury into a kitchen, communicating with Good Neighbours to identify the vulnerable (and being aware this can change almost on a daily basis). Being snowed in, rather than flooding, possibly greater risk, therefore identifying a place to create heat would be important and being aware of who had generators within the village.  Actions  **Clerk**: to contact Bob Munro and arrange meeting take place after meeting with Graham Stanley.  **Clerk**: to put review of Emergency Plan on September BPC Meeting agenda. |
| 12. | **Correspondence requiring action** (and not elsewhere on the Agenda).  Renewal notice for Insurance had been received. Councillors agreed that the bus shelter should be included and that AON should be asked to include it within the premium quoted, and if not, other quotes should be sought.  Action  **Clerk**: to contact AON and ask for bus shelter to be included at no extra cost. If not, to seek other quotes. |
| 13. | **Financial Issues**.   1. Approval of cheques.   The following cheques were approved and signed:   * Bus shelter frame. Cheque no: 494 - £672.00 * Clerk’s fee. Cheque no: 495 - £154.26 * MFM Grass Cutting. Cheque no: 496 - £264.00  1. Financial statement.   The financial statement to date was circulated by the Clerk. |
| 14. | **Planning Issues**.  There were no Planning Issues for discussion. |
| 15. | **Highways**.   1. Long Itchington Road: the damage to the verge by the movement of a manhole cover had still not been dealt with. Further to the Clerk’s pursuance, some contact had been made by Mark Widdows, WCC but this had not resulted in any action. Clerk to contact again and stress urgency of situation. 2. Footpath on Main Street between Thurlby and Sheringham. It was agreed to put this issue on the agenda for the meeting with Graham Stanley. 3. Markings outside Thistledew, Marton Road. As this had still not been done, it was agreed to add it to the agenda for the meeting with Graham Stanley. The Chair to include update in BirdSong article.S   Actions  **Clerk:** to pursue issue of damage to Long Itchington Road with WCC.  **Clerk:** to add footpath on Main Street and markings outside Thistledew to site meeting agenda. |
| 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)  There were no items to be considered. |
| 18. | **Date and time of next meeting**  The next meeting of the Birdingbury Parish Council is to be held on Tuesday 18th September 2012 at 7.30pm at the Birbury.  Councillor Turner reminded everyone that there would be no Village Meeting in September.  There being no further business, the Chair closed the meeting at 8.25pm  Signed ................................................................ (Chair)  Date ..................................................................... |
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