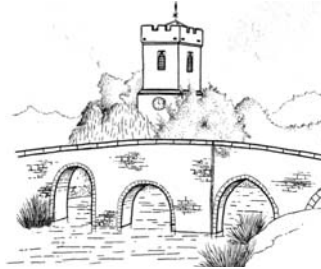


BIDFORD ON AVON PARISH COUNCIL
In the County of Warwickshire



To all Members of the Parish Council

You are hereby summoned to attend a Meeting of the Parish Council to be held at the Parish Council Meeting Rooms, Bramley Way on Monday 26th February 2018 to transact the following business

22nd February 2018

Elisabeth Uggerløse
Clerk to the Parish Council



AGENDA

- 1. To receive** and accept apologies
- 2. To receive** any Declaration of Interest on Items on the Agenda
 - i.** All members of the Council are respectfully reminded that in order to comply with the Code of Conduct adopted by the Parish Council on 18th December 2017, if any matter arises during the meeting in which they have declared an Interest, which could be personal or prejudicial, they should declare so and leave the room.
 - ii.** Written requests for Dispensations for DPI should be received by the Clerk no more than 24 hours prior to the meeting.
Dispensations will be granted as appropriate
- 3. To approve** the Minutes of the Parish Council meeting held on 22nd January 2018

4. **Youth Forum** – an opportunity for the young of the parish to put their concerns to members of the Parish Council. Approx 15 mins. (Public Participation at Council Meeting Guidance Notes apply)
5. **Public Forum** - questions from members of the public. Please be aware that Council will only be able to respond to issues relating to the business to be transacted at the meeting. Approx. 15 minutes in total; 3 minutes per person. (Public Participation at Council Meeting Guidance Notes apply). Please note that this is the **only** opportunity members of the public have to raise issues as, once the meeting has started, all discussions are limited to the Council and Officers.
6. **Councillor Forum** – questions from members of the Council
7. **To receive** a report from the County Councillor
8. **To receive** a report from the District Councillors
9. **To receive** Clerk's Report (if relevant)
10. **To receive** Reports from the Parish Council's Working Groups (if relevant)
 - i. **Amenities WG**
Report with Recommendations circulated
 - ii. **Business Development**
 - a) **To note** approval for the Feasibility Study by 7 votes in favour and 3
 - b) **Report** circulated)
 - iii. **Communication & Marketing**
11. **To receive** the following reports
 - i. **Site Allocations Plan**
 - ii. **Canal Quarter Regeneration**
 - iii. **CIL**
12. **To note** WALC Newsletter February 2018 – already circulated. Councillors are requested to raise any issue they believe could be important.
Also please note the training on offer and let me know if you would like to be booked for any of them.
13. **To note** Play Inspection Company carried out its annual inspection on 15th February and the report has been received.
With the exception of the Skate Ramp, which has severe damage to its surface which is deemed a Moderate Risk, all other areas are either Low Risk or Very Low Risk.
Details of the Report pertaining to the Skate Ramp has been sent to the Skate Ramp Installer for his immediate attention
The rest of the report has been given to the Parish Council's contractors for them to go through the findings and carry out the required work.
Once the findings have been addressed, a further report will be presented for Council's approval.
14. **To consider** the following planning applications
18/00323/TREE – Mr George Webb Bidford Waters Edge RTM Co Ltd, 2 Waters Edge, High Street, B50 4FX
T1 and T2 – conifers – Fell

T3 and T4 – Unknown species – reduce in height by 18 to 20 feet and spread by 12 to 15 feet

15. To approve

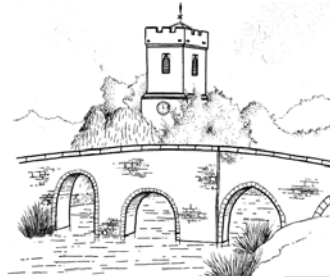
- i. the closure of the Parish Council's Lloyds Investment Account: Council has already approved the opening of a CCLA account which is now operative.
- ii. The transfer of the funds in the Investment Account (£570.7k) to the current account to allow a BACS transfer to the new CCLA account

16. To approve :

- Accounts for the month of January 2018 (circulated)
- this month's payments (circulated)

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Minutes of the Parish Council Meeting held on Monday 22nd January 2018 @ 7.30 pm at the Parish Council Meeting Room, Bramley Way.

PRESENT

Chairman Cllr. Harvey, Chairman of the Council

Cllrs. Atkins, Ms Deacon, Mrs Keeley, Knight, Pound, Ms Randell and Mrs Taylor

Also present: County Cllr. Brain
District Cllr Cargill
3 members of the public

In attendance: Mrs E. Uggerløse, Clerk to the Parish Council

1. TO RECEIVE AND ACCEPT APOLOGIES

Apologies were received, and accepted, from Cllrs Fleming and Hiscocks

2. TO RECEIVE ANY DECLARATION OF INTEREST IN ITEMS ON THE AGENDA

- i.** All members of the Council are respectfully reminded that in order to comply with the Code of Conduct adopted by the Parish Council on 18th December 2017, if any matter arises during the meeting in which they have declared an Interest, which could be personal or prejudicial, they should declare so and leave the room.
None declared
- ii.** Written requests for Dispensations for DPI should be received by the Clerk no more than 24 hours prior to the meeting.
Dispensations will be granted as appropriate.
None required

3. TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD AT 8.00 PM ON 18TH DECEMBER 2017

Cllr Knight proposed the Minutes be accepted as being accurate

RESOLVED: that the Minutes be accepted as an accurate account, and signed by the Chairman.

4. YOUTH FORUM

None present.

5. PUBLIC FORUM

Resident from Millers Bank raised concerns regarding the proposed replacement of the Black Poplar Tree with 2 new trees. He reminded Council that he and his neighbour had attended a Parish Council meeting to make Council aware of the problems in relation to this tree: its extensive roots could damage the flood defence and the cotton wool seeds were a real nuisance to residents.

It was suggested the Parish council should consider planting the new poplars on the Big Meadow where they would be less of a nuisance.

The Chairman replied that his concerns were noted and that he would be consulted regarding the location of the replacement of the new trees.

6. COUNCILLOR FORUM

The chairman advised that a meeting with the Police and Stratford on Avon DC officers had taken place in respect of ASB at Marleigh Park and the village in general. It had been productive and it had been agreed that Council should consider a couple of proposals at its next meeting.

Notes of the meeting would be circulated for information.

7. TO RECEIVE REPORT FROM THE COUNTY COUNCILLOR

- i.** Cllr Brain was pleased to be able to advise that the flood defence schemes at Broom and Marlcliff had worked during the wet Christmas with no damage reported.
- ii.** Drop down kerbs at Westholme Court – he had checked his notes that stated he had made requests for this in June and October 2017 and was very disappointed to note nothing had been done as yet. He would continue to pursue this
- iii.** WCC would be setting its budget in February and was expected to raise it by 2/4%. The Police were also looking at a substantial required increase.
- iv.** Extended councillor Grant was now effective

8. TO RECEIVE REPORT FROM DISTRICT COUNCILLORS

- i. Speed Aware Scheme** – Cllr Cargill had recently attended a seminar on this and requested if any were to be started in Bidford, that he be contacted.
- ii. SDC Budget** – it was envisaged there will be a 1% increase this year
- iii. Broom Appeal** – noted, with satisfaction, that this had been waived: good result

- iv. **Persimmons site, Salford Road** – this was a real problem with vehicles parked on the grass verge and by the bus stop making it difficult for residents to drive safely onto the Salford Road. This had been brought to the attention of the site manager.

There was also the problem of lorries leaving the opposite Bovis site and churning up the verge. Cllr Brain advised he would take this up with Highways.

9. RECEIVE CLERK'S REPORT

Clerk gave a short verbal report to advise that the defibrillators were being installed. There had been an access problem at the chemist and so the installation would have to be carried out when the chemist was closed for safety reasons.

Training to be advertised in the press, Facebook and website.

10. TO RECEIVE REPORTS FROM THE PARISH COUNCIL'S WORKING GROUP

- i. **Amenities WG** – No report

- ii. **Business Development Strategic WG** – The Chairman made a quick verbal report:

- **British Legion** – No For Sale sign as yet. Regrettably, second investor has withdrawn – they are too far away and not enough margin.
- **Market** – meeting with potential market promoter in early February
- **CIC** meeting regarding setting up a CIC taking place this week
- **Banners** – the group is making excellent progress and will be producing a card to post to all businesses.

RESOLVED to note

- iii. **Communication & Marketing WG** – Press release regarding the Precept had been sent to the press but not published. Will be repeated this week

RESOLVED to note

11. TO CONSIDER AND APPROVE THE RECOMMENDATION OF THE FINANCE COMMITTEE TO SET A PRECEPT FOR THE FINANCIAL YEAR 2018/19 OF £253,345.00

The Chairman of the Finance Committee presented the recommendation which had received unanimous support when considered at the financial Committee Meeting held on 18th December 2017.

She proposed Council approve the recommendation

RESOLVED to unanimously approve a precept of £253,345.00 for the financial year 2018/19

12. TO CONSIDER THE PURCHASE AND PLANTING OF 2 X BLACK POPLAR TREES ON MILLERS BANK, AS REPLACEMENT FOR THE EXISTING, DEAD, BLACK POPLAR THAT HAS TO BE REMOVED.

COST: £380 FOR 2 TREES 10-12 COMS GIRTH AND 3.00 -3.50 M TALL

Permission has been sought and granted from SDC planning and, at their suggestion shoots are being taken from the existing tree with a view to growing new specimens if possible. 50 to 60 shoots will be taken and 3 different growing methods will be used. The cost for this will be approx. £100.

Quote for felling the tree and removing the wood will be received later as this work will be carried out in the summer when the ground is firm due to the weight of the tree.

It was proposed Council accept the quotation and work with the contactor and SDC as well as residents from Millers Bank to find the best location for these replacements. Replacements to be planted on Millers Bank.

RESOLVED by a unanimous vote, to approve the cost of replacement

13. TO NOMINATE COUNCILLOR AND PARTNER TO ATTEND THE ROYAL GARDEN PARTY TO BE HELD ON THURSDAY 31ST MAY 2018.

The allocation this year is for six, which includes one accompanying person – this maybe a spouse, companion (who must be over 18 year) son or daughter who must be between 18 – 25 years. Older people or disabled people who need assistance must be accompanied and this requirement must be made clear on the form.

The final selection is made by blind and random selection of names submitted at the Lord Chamberlain's Office.

It was proposed and **RESOLVED** to nominate the Chairman and his wife.

14. TO NOTE WALCS NEWSLETTER OF JANUARY 2018 – ALREADY CIRCULATED

Councillors are requested to raise any issue they believe could be important
RESOLVED to note

15. TO CONSIDER REMOVING THE OBJECTION TO PLANNING APPLICATION No. 17/03423/FUL GARAGE BLOCK BETWEEN 75 AND 77

Letter from applicant's solicitor has been received confirming the perpetual right of access to the play area and a condition in this respect will be included in the conditions applied.

Councillors raised 2 concerns:

- i. The address of the site on the solicitors letter was incorrect
- ii. The wording of the conditions was too vague and there did not appear to be any assurance that the condition would be extended in the event of a sale

RESOLVED to advise solicitors of the correct address and to seek legal advice as to how to ensure the right of access remains in perpetuity.

16. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS

i. **17/03423/FUL Ms Kakar, Garage Block in between Nos. 75 and 77 The Leys.**

- Amended elevations (fenestration, porches, addition of chimney)
- Amended site layout with access to playing fields delineated and note stating that private drive to remain free from obstruction to provide access to playing field.

RESOLVED TO REFER TO Item 15 and seek legal advice

ii. **17/03621/FUL Adam Weaver AB Automotive Products, 3B Waterloo Road, B50 4JH**

The erection of a commercial storage building measuring 13m x 29m and 12.8m in height

RESOLVED to support as it conforms with Part 4. Neighbourhood Economy, of the Bidford on Avon NDP which states “...Particular importance is placed in maintaining the commercial vitality of the Bidford-on-Avon Village Centre and the Waterloo Industrial Estate”. And Policy ECON1 – Protecting and Enhancing Existing Employment Sites.

iii. **18/00030/FUL Mr and Mrs Robert Thompson, 83 Marleigh Road, B50 4EE**

Single storey front extension

RESOLVED No representation

iv. **18/00085/FUL Mr Roberts, 15 Miller Bank, Broom B50 4HZ**

Formation of habitable rooms in roof space with rear facing dormer

Note Council recently considered a very similar application and agreed a “No representation” reply. The reason for this new application is that SDC considered the change required fuller details due to its position

RESOLVED No representation

17. TO CONSIDER AND APPROVE

i. **Completed accounts for the month of December 2017**

These had been circulated

RESOLVED they should be accepted and approved

ii. **To approve payments to be made in January 2018**

List of cheques to be raised and signed had been circulated. List of payable invoices form part of these Minutes and totalled an amount of £9,231.33

RESOLVED to approve the January payments, cheques to be signed by Cllrs. Harvey and Mrs Taylor

The meeting closed at approx. 8.10 pm



BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 9 - CLERKS REPORT – February 2018

1. EXPENDITURE AUTHORISED BY THE CLERK AS PERMITTED UNDER ITEM 4.1 OF THE ADOPTED FINANCIAL REGULATIONS

- i.** New flower box to replace the damaged one by the pedestrian crossing by The Bank
Approx. £100

2. MATTERS ARISING FROM THE JANUARY MEETING

- i.** **County Councillor Grant** – I believe the Bidford Banner Group has sent its application,
- ii.** **Precept Demand** – has been sent to SDC
- iii.** **Planning Application 17/03423/FUL** – Garage Block between 75 and 77 The Leys

Still awaiting confirmation from solicitors that the wording offered is sufficient. To date they are not convinced and I have been requested to seek some clarification from the landlord WCC. Regrettably, the parties I have been dealing with have recently retired so I am having to almost start again.

SDC Planning Dept. is also awaiting to hear from its legal department as they are not happy the right of access has been determined

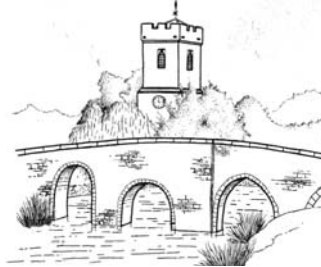
3. DEFIBRILLATORS

The ones at the Fire Station and Budgens have been installed. The one by the Chemist will be installed on 3rd March as agreed with the chemists.

4. BIG MEADOW RIGHTS

Notice requesting offers for the sole Catering Rights and the Sole Ice Cream Rights for the summer season 2018 have been published on the website and on Facebook

BIDFORD ON AVON PARISH COUNCIL In the County of Warwickshire



Item 10 i) - REPORT/RESOLUTIONS FROM THE AMENITIES WORKING GROUP

Members: Cllrs. Hiscock (chairman), Mrs Keeley and Pound
Attendant: Mrs E Uggerløse - Clerk

Members met on Wednesday 14th February 2018 @ 3.00 pm

1. Grant Application

- **CAB** – support to continue its Outreach Service to Bidford-on-Avon residents at Bidford Community Library the 3rd Friday of every month. Cost £2,067.08

Grant requested: £2,067.08 – Accounts supplied

During 2017 they provided

- 27 appointments
- Average age is 53
- 45% of clients were disabled
- Top enquiries were
 - Benefits (62%)
 - Debt (5%)
 - Housing (10%)
 - Employment (5%)
 - Problem's and relationship (5%)
 - Consumer (5%)
 - Other (10%)
- 47% were unemployed and 37% retired with 20% in full or part time employment
- Annualised financial outcome for clients was £28,865 which is an 8% increase on the previous year

RECOMMENDATION to award the full grant requested of **£2,067.08**

- **Broom Village Hall**
To Update the Sound System in the hall
Total Cost : £6,169.65
Grant request : £2,500.00 – Accounts supplied
RECOMMENDATION to award a grant of **£1,500**
- **Bidford Primary School**
Purchase and installation of a hybrid cycle and scooter rack for the use of school pupils and library customers to encourage pupils and library customers to cycle to school/library instead of using the car.
Grant request : £600 – Accounts not supplied
Members queried the absence of accounts. The reason for this is that the school does not have its own accounts; they are prepared and managed by WCC.
RECOMMENDATION to award the full amount of **£600**
- **Bidford & Alcester First Responder Group**
Purchase of new kits
Total cost £4,800
Grant request: £1,200 – Accounts supplied
It was noted, with satisfaction, that more local First Responders were being recruited and the **RECOMMENDATION** is to award the full amount of **£1,200**

2. Marleigh Park – ASB

Following a meeting between the Chairman and Clerk with Police and SDC ASB officer and CCTV officer, it was agreed that the Parish Council would consider the installation of a wooden kissing-gate to replace the current s style as it appears the current entrance encourages youths to sit around and behave in an anti social manner. (notes of the ASB meeting have been circulated to councillors)

Members considered the benefits of replacing the current stiles with a kissing gate and agreed that it would not only look better, minimise the risk of people “sitting” around but also improve the facility for parents with buggies and wheelchair users.

RECOMMENDATION to approve the cost of a kissing gate @ **£200.27** plus installation and to install “plastic spikes” on the gate and along part of the fence as a further prevention measure.

3. Village Centre ASB

This was also discussed at the ASB meeting and the Parish Council was assured that there are no ASB issues with the bench (resident had contacted the office raising this as a problem) the CCTV camera is in the area and it has been monitored and no concerns have arisen.

RECOMMENDATION to note

4. Lambourne Close POS

The Parish Council has expressed a wish to adopt the POS of the St Laurence.

Map is enclosed for reference

SDC will then consider if the transfer can take place and if there are any commuted sums involved.

RECOMMENDATION that the Parish council approve the adoption of these Public Open Spaces which it will then manage and maintain.

5. War Memorial

Request from the Bidford & History Society to add 7 more names to the War Memorial. These names, of local people who died in both WW1 and WW2, came to light whilst researching a second book on WW1

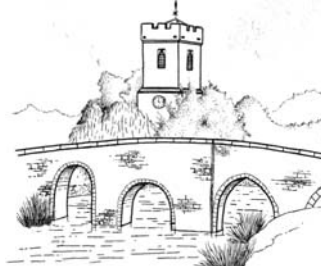
Cost : £369.28 – this is for 2 plaques to fit all 7 names.

Members also considered the replacement of the whole Memorial to include all the names but this was rejected – the War Memorial has only recently been renewed and it is common practice for new names to be added at the foot and/or round the Memorial.

RECOMMENDATION to approve the cost

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 10 ii) - REPORT/RESOLUTIONS FROM THE BUSINESS DEVELOPMENT WORKING GROUP

Members: Cllrs. Mrs Taylor (chairman), Atkins, Knight and Pound
Attendant: Mrs E Uggerløse - Clerk

Members met on Wednesday 7th February 2018 @ 10.00 am

1. Royal Inn site

- The site still has not been advertised by the Royal British Legion.
- People & Places are carrying out a feasibility study including a survey to give us independent advice about the potential for retail units and/or other commercial use for the frontage of a new development on the Royal Inn site.
- H2 Land were asked to clarify the support it would need from us for it to be worthwhile making a mixed use bid for the site. They have come back to us to say that they would need to ensure sufficient return on commercial space to enable them to bid enough for the land and would need to know that we would underwrite that. The amount of commercial/retail space would be flexible, of course - the more space, the greater the shortfall.
- The BDWG is in touch with our District Councillors to share the Parish Council's hopes for the site, including design, given it's prominence at the entrance to the centre of the village and to seek their support.

Recommendation to

2. Bidford Community Interest Company (CIC):

- The Bidford CIC is ready to be created and the relevant forms have been completed with advice from Kate Launchbury of Coventry and Warwickshire CDA (an organisation that advises and supports social enterprise businesses with grants from the EU).

Item 10ii) b) BDWG Report February 2018

- The not-for-profit CIC will enable Bidford to carry out business for the benefit of the community and to apply for development grants where the Parish Council does not qualify.
- Its statement says that Bidford CIC will carry on its activities for the benefit of the community providing benefit to:
 - The local residents of Bidford-On-Avon and surrounding villages by making a vibrant community
 - Protecting Bidford-On-Avon High Street by encouraging footfall, tourism and visitors
 - Assist local industrial estates by supporting SMEs into the area.
- The aim is to start with 5 directors (as recommended) of whom Parish Council members should be in a minority (i.e. 1 or 2 only) to avoid it becoming a shadow of the PC. There would be responsibilities attached to the directorships but no remuneration, and their maximum financial liability would be £1.
- We are approaching some skilled & community-minded members of the business community to sound out their interest in becoming directors.
- If Councillors have ideas for candidates please determine their interest in principle in the first place and then let a member of the BDWG know so that we can co-ordinate our approaches. If there are more suitable candidates than posts we will carry out a selection procedure under our delegated powers to set up the CIC.

Recommendation that council approves

- Number of directors to be 5
- That the majority of Directors should be from outside of the Parish Council to ensure its independence
- That Councillors should put forward any member of the community they believe would be interested and would benefit the CIC.

3. Markets

We had a meeting with Dermot McGillicuddy of LSD Promotions who run markets all over the region – from Oxford to all the Stratford markets, Worcester, Evesham etc. all types and sizes. He spent a good two hours with us including visiting the High Street and Big Meadow. This was followed by a site visit by Dermot and his team.

In brief this was his summary:

- Regular markets aren't really viable (certainly at this stage). He advises against setting them up and failing - giving Bidford a reputation with traders that markets don't work well here.
- Events would be a better option - particularly in Big Meadow, but occasionally specialist market events in the High Street, e.g. chocolate market.

- The LSD team suggested an event on Big Meadow on Sunday 29th July called: ***Bidford-on-Avon Giant Summer Market & Food Festival*** (flyer attached). They will run the market.
- BDWG have discussed how to charge for this event, mindful that this first event is experimental and we hope will lead to more regular (and varied) events in future.

Recommendation: that Council

- Gives delegated powers to the BDWG to negotiate and reach agreement with third party organisers of markets
- Note the market event on 29th July 2018

4. High Street Businesses:

For information Peter Dickenson, the Estate Agent, has moved across the road to the Old Post Office. There are currently tenants above his old office and we are keen to encourage the retention of the ground floor for commercial use in line with the NDP policy on the High Street.

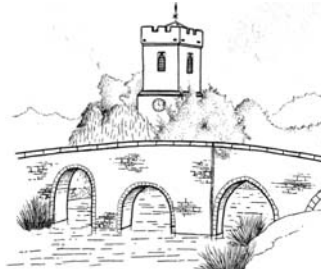
5. Banners:

- Bidford Banner Group has applied for a grant of just over £1,000 from Mike Brain's fund to cover the running costs for the next year (including Church Hall rental, materials, paints etc.) until there is a stock of banners, which will become self-funding.
- The Banner Group now has a link on the Parish website and photos have been posted on Facebook encouraging people to join to group or come along to see what they're doing.
- The group have designed a flyer to go to High Street businesses and residents to encourage them to hire the banners.

Recommendation that the Parish Council applies for planning permission for the banners: either from April 1st to Sept 30th each year, or all year round depending on which is easier to arrange.

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 11

i) **Site Allocations Plan – Consultation 29th Jan to 9th March 2018**

Cllr Knight and the Clerk attended the presentation on Thurs. 15th Feb

The requirement for site allocation is based on

- Core Strategy Policy CS.16 which requires a 20% reserve (2,920 homes)
- Four purposes
 - Shortfall in the 5 year House Land Supply (this has not occurred yet)
 - Growth in jobs for Jaguar Landover
 - Shortfall in housing in Coventry & Warwickshire (it appears this has been sorted)
 - Shortfall in housing in Birmingham and elsewhere (although this is a possibility, due to the distance between Birmingham and Stratford DC it is not expected to be first choice)
- The village Boundary of those settlement with a made NDP, which includes Bidford-on-Avon, will be respected – this was made clear, as the meeting, there were no maps of Bidford-on-Avon

Recommendation: that Council notes the report and delegates responding to the consultation to Cllr Knight and the Clerk.

ii) **Canal Quarter Regeneration**

This is at the very early stages, though it is envisaged to have a mix of residential (650 homes) and 9000 sqm of employment (as per Policy SUA.1)

Recommendation as this will not impact directly on Bidford-on-Avon, to note the consultation and reply individually if so wish. Consultation period ends on 16th March.

iii) **CIL**

Cllr Mrs Taylor attended this albeit on different days. We received information on

- what developments are eligible for CIL – “*buildings that people normally go into*” (Government definition not mine) with exceptions (such as hospitals, schools etc) and are larger than 100 sqm are eligible.
- the amount depends on the size of the development and is calculated per 100 sqm
 - smaller site (1 to 10 units) £75
 - larger sites (11 units plus) £150
- and it becomes payable within 60 days of the commencement, i.e. when the spade goes into the ground.
- Parish and Town Councils (local councils) are able to spend the funds on anything that will improve the community – District Council spending is more restrictive.
- Those local councils with a made NDP are eligible for 25% of CIL – those that are not are restricted to 15% and the amount is capped to a maximum of £100 per council tax registered property per year.
- It should be noted that CIL does not entirely replace S106 – this will still apply.
- CIL will be managed entirely by SDC – local councils have 5 years in which to spend it but SDC can extend this if the local council give a good explanation as to why there is a delay – an example is that they are accumulating CIL funds for a single, major project and this may take more than 5 years.

The presentation was taped and will be available on the SDC Webcast for those Councillors unable to attend. I will give you the link once this is available.

Regrettably for Bidford-on-Avon, all the major developments were given permission prior to 1st February, when CIL came into effect so.....

Recommendation to note and watch the webcast when available