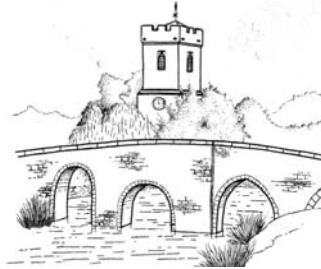


BIDFORD ON AVON PARISH COUNCIL
In the County of Warwickshire



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 29th October 2018 at 7.30 pm to transact the following business

24th October 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 24th September 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 in respect of items on the Agenda or Matter Arising (Councillors should be aware this is not a forum when administrative issues are to be raised – this can be done directly with the Clerk and, if deemed appropriate, can be added to the Agenda as a separate item)
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 recommendation circulated
 - ii. **Business Development** – Report circulated
 - iii. **Communication & Marketing** – Verbal report
 - iv. **Cycleways** – verbal report
11. **To consider** what councillor information should be posted on the website (Local Council Awards) (Report enclosed)
12. **To consider** updated Social Media Policy (in connection with the Code of Conduct)
13. **To receive** the following correspondence:
 - i. Broom Village Hall – thank you letter
 - ii. Barton Village Fund – thank you letter
14. **To consider** the following planning application:
 - i. **18/02180/FUL Ms Young, 38-40 High Street B50 4AA**
A parking survey has now been submitted.
(The Parish Council supported this application as have other local residents)
 - ii. **18/02315/FUL – Mrs Sarah Birch, Grace House, Welford Road, Barton**
An amended site location plan including the access up to the highway has been received. The approved block plan and Notice of Decision for 14/00062/FUL has also been submitted
(The Parish Council submitted a No Representation reply to the original application)
 - iii. **18/02919/FUL Mr and Mrs O'Brien, 56 Victoria Road B50 4AR**
Single storey side rear extension
 - iv. **18/02931/TREE Mrs Sallie Walters, The Grange, 12 Mill Lane, Broom**
T1 – Robina: thin and remove x 3 laterals at 15% on building side

15. To approve :

- i.** Accounts for the month of September 2018 (circulated)
- ii.** This month's payments (circulated)

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 9 - CLERKS REPORT - October 2018

1. Defibrillator Training

Our local St John's Ambulance offered to carryout 2 sessions: one at the Crawford Hall on Thursday 18th, which was attended by 12 people and a second one at the Parish council Meeting Room on Monday 22nd October which was attended by 3 people but they were VERY enthusiastic.

They are prepared to offer further sessions, if required, and I am very grateful to them for their time and effort.

I would recommend the Parish Council send them a letter thanking them..

2. War Memorial

The new benches have now arrived and will be installed by Tuesday 30th in time for the Remembrance Parade on Sunday 11th November.

3. Kings Lane Streetlight

The solar powered streetlight has now been installed and I await feedback. I shall be able to see it myself when walking back after the clock go back this Sunday.

There are installation issues with the lanterns being fitted to the existing columns on the footpath and the company is looking at ways to solve this problem.

4. Bidford Banner Group

This newly formed local community group is now fully independent.

They have just finalised doing all the work needed to get a crowdfunding project page on the Spacehive website, which has a section fund-matched by Warwickshire County Council. This was all thanks to the Parish Council pointing it out to them as a source to help cover their costs.

It will go live from 12th November when the Banner team will be madly encouraging people to pledge funds - from as little as £2 each. The Parish Council would urge the local community to support this worthy project.

5. Alcester/Bidford Local Community Forum

This took place at the Parish Council Meeting Room on Tuesday 23rd October: Cllrs Knight and Mrs Keeley, as well as the clerk, were present.

A number of residents attended to express their concerns about Bidford Bridge and the various traffic infringements taking place:

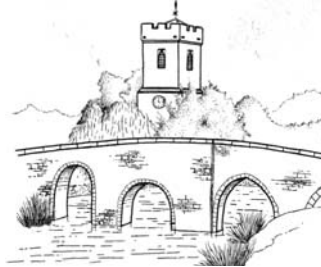
- i. Overweight HGVs
- ii. Vehicles overtaking others at the traffic lights, jumping the lights and causing problems on the bridge

Both issues were noted and will be taken to the responsible authority with a view to addressing the problem and reducing the risk of an accident.

The Community Forum will report back.

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 10 i) REPORT & RECOMMENDATION FROM THE AMENITIES WORKING GROUP

Members: Cllr Hiscocks (chairman), Cllr Harvey and Cllr Mrs Keeley

In attendance Mrs E Uggerloese, Clerk

The Working Group met on Wednesday 18th October at 4.00 pm

1. Update on Youth and Community Project

- i. Warwickshire Community & Voluntary Action (cava) and Escape Arts, have been commissioned to carry out the independent scoping survey of stakeholders and young people.
The surveys have been approved by the Amenities WG and will be going out once finalized.
The majority of the Stakeholders Surveys will be sent via the parish council (to conform with GDPR).
A letter/survey will be delivered by Bidford Primary School to all parents together with the weekly newsletter – this is on a Friday.
Both surveys will also be posted on the Parish Council website and promoted by Facebook.
Escape Arts will talk to young people at the school bus stops and some of the play areas where they congregate.
- ii. In order to collate all the information, a further £1,000 is required. As this is essential in order to be able to set out a good business plan required for fundraising purposes
RECOMMENDATION that Council approves a further expenditure of £1,000.
- iii. Visit to Longbridge Centre, Birmingham, on 19th October and to Newton Centre, Nuneaton on 23rd October have taken place.
Longbridge is *“a massive Y & C facility which is so impressive. We met with Becky Crampton who is the centre manager and think the experience and the connection will be very useful, now, and into the future.”*

- iv. The Clerk will be contacting Cllr Pemberton with a view to setting up a meeting with a planning officer to discuss any future plans for a refurbished Youth Club so that, in the event the scoping exercise shows a need, the Parish Council is aware of what it can and cannot do.

RECOMMENDATION to note

2. Grant Application Form

This is circulated

RECOMMENDATION to approve and adopt

3. Bidford Youth Club

Letters to be sent to residents based on advice received from solicitors have been approved

RECOMMENDATION to note

4. War Memorial

The Bidford & District History Society will be making a donation of £900.00 towards the total cost of £1,250.00 for the new plaque which were “unveiled” by Cllr Knight, Chairman of the Parish Council on Saturday 6th October @ 11.00 am

RECOMMENDATION to note the donation

5. Letter from “Hearts and Homes”

This is a registered charity set up to “settle within our community a refugee family from the Syrian region”. The letter is to let the Parish Council know about this as well as requesting a letter of support that will assist them in their application to the Home Office.

RECOMMENDATION that the Parish Council supports this and asks the author of the letter to write a draft to be sent to the Home Office which the parish council, if it approves, can sign and send. The reason for this is that “Hearts and Homes” knows what is required from the Home Office

6. To approve the installation of a fence on the Bidford Youth Club site

Following a site visit, it was agreed to replace the current fence separating the youth club from the canoe club site, to include a gate: and to continue the fencing alongside the allotments.

The Amenities WG have looked at a number of options and its

RECOMMENDATION to accept the option for a Defender V green fence with gate, 1.8 metre high at a total cost of **£4,431.83**

7. These require extensive work. They are mainly Hazel Nut and Lime trees and they are overhanging onto neighbouring properties. There is also extensive hedge growth on the northern boundary which is growing through the fence line.

RECOMMENDATION to accept a quotation to

- i. Reduce all Hazel Nut trees from 8M to 3M and the upper canopy of Lime trees in the hedge line

- ii. Clear the hedge growth on the norther border and reduce the height to 3-4M and cut the hedge well back on the park side of the hedge
TOTAL COST £735.00

8. To consider the planting of “Female Black Poplar” young trees on Millers Bank

Pleased to note that the cuttings were successful.

RECOMMENDATION to plant 3 young trees on the northern border of the large POS. 3 more young trees to be kept aside in the event any of these fail.

9. Parking (on footpaths, grass verges etc.)

Work in progress – will report to Council when more concrete progress has been made

RECOMMENDATION to note

10. Fitness Trail on the Big Meadow

The sum of £11,749.56 from 3 x S106 funding was allocated to this.

The preferred trail equipment, including installation, costs £15,300.00 though we are trying to get it for £15,000 to include 2 signs.

RECOMMENDATION that Council approves the higher cost of £15,300.00 and allows the expenditure of £3,550.44 to cover the shortfall

11. Jubilee Close – upgrade of play area

The young people’s choice is a “Junior Fitness Trail”. Companies will be invite to see the area and come with proposals that are appropriate to size and location of site and age group

RECOMMENDATION to note

12. Tree Management Protocol

This is circulated

RECOMMENDATION to approve and adopt

13. Streetlights

- i. This year’s programme will be to upgrade Hill View Close and Wessons Hill at a cost of **£29,650.00** which includes

- i. Replacing the existing 6 columns

- ii. Installing 5 new streetlights

RECOMMENDATION to approve

- ii. Dugdale resident has advised that one of the streetlights with the new LED lantern shines into their sitting room – the installation of a shield would cost £170

The WG carefully considered this and visited the site.

RECOMMENDATION the WG sees no reason for this as LED lanterns are less intrusive. It would also set an unneeded precedent.

- iii. Village Street light Programme – Update from WCC is awaited and the Clerk has instructions to set out a feasible 4/5 year programme

14. Big Meadow Risk Assessment update

- i. Danger Deep Water Sign – ANT have been advised of this but are looking into the actual requirement for this and will revert.

RECOMMENDATION to note

- ii. Parish Council signs – quotation received from Sticky Media and Space Graphic Designs, both local businesses.

The WG agreed that a robust, low maintenance but durable option is required bearing in mind it will be set out during bad weather.

The options provided were a) for an aluminium A board and b) for a Pavement sign with weighted base.

Though the latter is more expensive, the A boards were considered too prone to fall over and fly away in bad weather

RECOMMENDATION to accept the quotation for the Pavement sign with Weighted Base at a cost of **£250** for two

15. Big Meadow Fencing

To complete the fencing of the Big Meadow:

- i. Materials £610
- ii. Labour 700

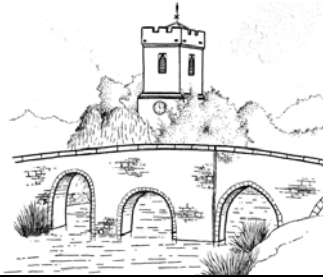
RECOMMENDATION to approve the work

16. Big Meadow Car Park Figures

This years figures circulated

RECOMMENDATION to note the figures and to approve an increase in the ticket price from 1st April 2019 from £2.50 to £3.00. Ticket prices have not increased in the last 10 years and maintenance costs have so the increase, which will not affect the local residents who can obtain a Free Car Park Pass, is proposed to bring the price of a ticket in line with maintenance costs.

**BIDFORD-ON-AVON PARISH
COUNCIL – GRANT SCHEME**



About the Organisation

1) Name of organisation

**2) Aims and Purposes of the
Organisation/Individual**

**3) Is the Organisation
Not for profit
- Yes - No**

**4) Is the Organisation
Charity
- Yes - No**

5) Name of Contact

**6) Contact telephone number and email
address**

Why the grant is required

7) Project/activity description

8) How will it benefit the local community?

9) What do you hope to achieve and when? – the Parish Council require an update showing the outcome 6 months and 12 months after the awarding of the grant.

10) What training/support have you had, or will be getting, to deliver this project?

11) How will you be letting the local community know about this project/activity?

12) How will the benefits be maintained going forward?

About the costs

13) What is the total cost of the project/activity (please break it down if applicable)

14) How do you plan to finance the project/activity? Indicate how much you will receive from each category

- From Organisations reserves
- Fundraising events
- Other Grants
- Donations from individuals or businesses
- Sponsorship from individuals or businesses

15) How much are you applying for from this grant?

Send application to info@bidfordonavon-pc.gov.uk

Phone 01789 778653/07718628925 if you have any questions.

Notes on Completing the form

Remember Councillors have not been part of your research or discussions so ensure your application sets out clearly your aims, how you mean to attain them, the cost, the benefit to the local community and how it will be sustainable. A full set of accounts for your organisation for the last financial year must accompany the application

8) Explain clearly why you believe there is a need for this project/activity and what your organisation/you are hoping to achieve. Indicate what proportion of your community will benefit and what sectors – eg Children or older people and the likely numbers to engage with your project/activity.

10) What training have you had? This might relate to maintaining the project; running it, fundraising publicity and promotion?

12) How will this project be sustained? How will you cover ongoing maintenance? How will it be refreshed to keep community interest?

The Parish Council encourages local involvement: have you approached any local business for sponsorship; materials or help in kind? How successful has this been? If not, are you able to explain why?

14) Show the total cost of the project broken down into clear categories of expenditure. Indicate where you are getting the balance of the funding from.



TREE MANAGEMENT PROTOCOL

1. Introduction

Bidford-on-Avon Parish Council ('the Council') is responsible for large areas of land, ranging from the Big Meadow Recreational Park, to Public Open Spaces and play areas all of which contain trees. Trees are dynamic structures, constantly growing and changing to adapt to environmental conditions.

The Council manages the condition of trees and the risk that they pose to people using Council owned or managed land through a zonal inspection system (see Table 1) to prioritise areas of high usage and make the best use of limited resources to safeguard the public.

Table 1: Zonal Inspection System

Category	Typical Land Type	Survey Frequency	Re-inspection Frequency
Zone One (High risk)	Ornamental and formal recreation areas, including play areas and high usage walkways	Every 3-5 years	Annual (minimum)
Zone Two (Medium risk)	Public open spaces in residential areas.		Biennial (minimum)

The survey consists of a visual assessment of the trees from ground level. Any individual trees identified as requiring 'very high' priority works will be undertaken within one month; and those trees requiring 'high' priority works will be undertaken within one year. Following high winds or unexpected/prolonged bad weather conditions, a walk-through assessment of trees is undertaken. This is to ensure that any damage to trees is identified and the appropriate remedial action occurs.

All tree works carried out on Council owned land is in accordance with British Standard 3998:2010 'Tree work – Recommendations'.

2. Tree-Related Issues

The most common issues associated with trees and how the Council deals with these issues in relation to Council owned or managed trees are as follows:

- **Common Law Rights**

In the English legal system, 'Common Law' refers to laws that have been developed through precedent set by similar cases as opposed to being created through legislative statutes. Under English Common Law Rights, you have a right to remove (abate) the nuisance associated with trees encroaching onto your property. The following advice with respect to encroaching Council owned or managed trees is provided for general guidance only. You are strongly advised to obtain independent legal advice before acting:

- You can only consider removing those parts of the tree from the point where they cross the boundary of your property. You must not go beyond your property boundary without the permission of the Council. You have no legal right to cut or remove any part of a tree that does not overhang your property. Any work that you carry out must be done at your own expense and at your own risk without unauthorised access to Council owned land. The Council has no liability to reimburse any associated costs. Any cuttings removed from these works should be disposed of appropriately at your own expense. If your actions render a tree to be unsafe, you may be liable for any subsequent damage that results from tree failure.
- You are strongly advised to consult an Arboricultural Association approved tree surgeon for guidance on how best to prune back an encroaching tree, unless the works are minor meaning that you could carry out the works with hand secateurs or similar.
- Before you consider carrying out any works to the tree, you should check whether it is protected by a Tree Preservation Order or in a conservation area. If the tree is protected, then you will need to gain consent by making an application to Stratford on Avon District Council (SDC). If the tree is in a conservation area, SDC must be given details of the works and six weeks' notice for standard works. For guidance on how to check if a tree is protected and how to make an application, please contact **01789 260304** or email planning.applications@stratford-dc.gov.uk. Carrying out work to a tree which is in a conservation area or subject to a Tree Preservation Order without first applying to the Council can constitute a criminal offence.

- **Damage to Property**

A common concern is that the roots of trees are undermining a property. It is rare for the direct action of roots to damage a house. However, they may affect lighter structures such as garden walls or paving. Trees may cause damage if they are growing on shrinkable clay, where the roots can remove the moisture from the soil and cause movement as the ground dries out; although the effect is variable and depends on the type of clay soil, foundation design, species of tree, rainfall, and distance between the tree and the property. Tree related subsidence is a complex issue and each case will need to be considered on an individual basis to ensure that it is the tree that is causing the problem and not some other factor.

You are advised to contact your insurance company in the first instance so that you can discuss your concerns and agree an appropriate course of action. Should you, or those acting on your behalf, wish to make a claim for damages against the Council, alleging that a Council owned or managed tree has caused damage to your property, you will be required to submit an independent report to the Council to support your claim.

- **Right to Light**

A common complaint about urban trees is that they block natural light from properties or shade gardens. There is no general 'right to light' under UK law and the Council has no legal obligation to implement works to address this perceived nuisance. This also covers light obstruction to solar panels. However, although the Council will not look to reduce the height of trees, the Council may be able to implement minor works to allow more light through the tree canopy in the following circumstances:

- where the distance between the base of the tree and the window of the nearest habitable room* is less than 6 metres (for trees with a height of over 12 metres); or
- where the distance between the base of the tree and the window of the nearest habitable room* is less than half the height of the tree (for trees with a height of less than 12 metres); or
- where the distance between the edge of the tree canopy and the window of the nearest habitable room* is less than 2 metres.

* A 'habitable room' means a dining room, lounge, kitchen, study or bedroom but specifically excludes WCs, bathrooms, utility rooms, landings and hallways.

You will be required to submit an independent report to the Council to support your request.

- **Tree Size**

The Council will not carry out any works to Council owned or managed trees because they are considered to be "too big" or "too tall". A tree is not dangerous simply because it may be considered too big or too tall for its surroundings. In addition, the unfounded fear of a tree will not normally result in action to prune the tree. Any unauthorised works to a tree may result in prosecution or civil action.

- **Television and Satellite Reception**

Interference with television or satellite reception causes frequent complaints, and this can be worse when the leaves are on the trees and in strong winds or heavy rain. Many instances of poor signal arise from less obvious obstructions such as nearby hills or new constructions some distance from the receiver. In most cases, the situation can be either significantly improved or solved by the relocation of the aerial or an engineering solution. Boosters may also be available which can improve the reception. These options are far less destructive than the felling or pruning of a tree. The Council will not carry out any works to Council owned or managed trees to address this issue and will not give permission for others to do such work to our trees. Any unauthorised works to a tree may result in prosecution or civil action.

- **Security Cameras/Sensors**

The Council will not carry out any works to Council owned or managed trees to improve the range or vision of security cameras or similar sensor equipment unless requested to do so by an appropriate statutory authority (e.g. the Police, on the grounds of public safety). The security of premises is the responsibility of the land owner and any system should be installed in such a way as to avoid interference from or with an adjoining tree(s). Any unauthorised works to a tree may result in prosecution or civil action.

- **Telephone Wires**

The Council will not carry out any works to Council owned or managed trees to remove or reduce interference with telephone wires. The telephone service provider may be able to suggest an alternative solution, however, it should be noted that telephone wires often run through trees with little or no effect. Any unauthorised works to a tree may result in prosecution or civil action.

- **Debris from the Lifecycle of Trees**

Blossom, leaves, fruit, berries, nuts, seeds, detritus; honeydew (sap exudation) and bird droppings are considered a natural act, outside of the control of tree owners. Where leaves from Council owned or managed trees accumulate on public roads and pathways, they will be removed as part of the Council's footpath clearing routine work. Where leaves end up on private land, they should not be swept or blown onto Council owned or managed land, public roads and pathways.

- **Insects and Wildlife**

The Council will not carry out any works to Council owned or managed trees to reduce incidence of bees, wasps, flies or other insects or wild animals. Bees are a protected species and professional advice should be taken before considering their removal. You may be able to dispose of individual wasps using an aerosol insect-repellent spray; however, this will not control or eliminate the nest itself. Ideally the whole nest should be destroyed. This can be achieved with great caution; however, it is far safer to use pest control experts. Nesting birds are protected under the Wildlife and Countryside Act 1981 (and other related wildlife law). Any unauthorised works to a tree may result in prosecution or civil action.

- **Obstruction to the Highway/Adjoining Property**

One of the requirements of the Highways Act 1980 is that a public highway should be kept clear of obstructions. Where branches from Council owned or managed trees are causing obstruction/impediment over the highway or are in contact with an adjoining property, the Council will carry out the minimal works necessary to remove or reduce any obstruction. Such works will also take into account their effect on the long-term implications for the health of the tree. Any unauthorised works to a tree may result in prosecution or civil action.

- **Obstruction of Street Lighting and Road Signs**

The Council will seek to ensure that Council owned or managed trees do not obscure road signs or prevent street lamps from illuminating the public highway. The Council will not normally take action to improve the levels of illumination of private property. Any unauthorised works to a tree may result in prosecution or civil action.

- **Direct Root Damage**

Cases of direct root damage will be considered on an individual basis. Where roots are contributing to a trip hazard, the Council will seek to reduce any risk using "no dig" solutions where possible.

- **Drain Blockage**

Trees do not normally have the capacity to break into a sound drain; however, they will ruthlessly exploit any existing fault. The removal of one tree will not prevent

other vegetation from exploiting the same opportunity. The most appropriate way to deal with tree root blockage of drains is to ensure that the drains are watertight.

- **Tree Maintenance**

Tree maintenance will be carried out as considered appropriate on Council owned or managed trees whereby pruning, canopy reductions or pollarding will be carried out to manage the amenity value and health of the trees.

3. Unsafe Trees

If a Council owned or managed tree is in such a condition that it poses a very high risk to people or property, the Council will attend the site as an emergency as soon as it is reasonably practicable. If works cannot be carried out immediately, the Council will seek to cordon off areas at risk until resources are available.

The signs to look out for which may mean that a tree is in such condition to warrant immediate emergency action include:

- tree is snapped or blown over
- tree is uprooted but held up by another tree or building
- large branch has broken off or is hanging off the tree
- tree or branch is blocking the road or footpath
- tree or branch is blocking access to property
- tree may, or has, fallen onto a house or vehicle.

The signs to look out for which may mean that a tree is a risk to people or property but the risk does **not** require an emergency response include:

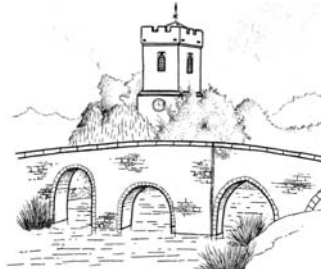
- tree is dead
- tree is dying – loss of a few leaves in the summer or dieback in the crown
- bark is loose and falling off
- mushrooms or fungi growing on or near the tree
- old splits and cracks in the trunk or large branches
- smaller branches or twigs falling from the tree.

BIG MEADOW CAR PARK TAKINGS
SUMMER 2018

MONTH	AMOUNT	DATE
April	CLOSED DUE TO POOR WEATHER CONDITIONS	
May	4,125.00	17.05.18
	1,246.00	24.05.18
June	1,545.00	07.06.18
	840.00	14.06.18
	590.00	28.06.18
July	1,535.00	05.07.18
	2,445.00	18.07.18
	1,385.00	26.07.18
August	705.00	02.08.18
	1,625.00	08.08.18
	715.00	16.08.18
	1,175.00	30.08.18
Sept.	1,560.00	05.09.18
	940.00	19.09.18
	440.00	04.10.18
Gross	20,871.00	
Net	17,392.50	
BCT&C	150	
Total	17542.50	

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 10 ii) BUSINESS DEVELOPMENT WG REPORT AND RESOLUTIONS

Present: Cllrs Pound, Atkins and Mrs Taylor, Elisabeth Uggerloese – Parish Clerk

1. Royal Inn Update:

- We have been in contact with one of the potential buyers who is still interested in the site for retail development and is in touch with the agents.
- We have written to the planning officer to emphasise that the Parish Council wants to be closely involved when it comes to reserved matters.

Recommendation to note.

2. Bidford Community Interest Company:

- All the potential directors are still interested and dates are being finalised for a November meeting with Kate Launchbury, the social enterprise expert, to give them a detailed explanation of what the CIC can do and what their commitment would be.

Recommendation to note

3. Giant summer market:

- LSD Promotions were happy with how the event went and would like to come back next year on 11th August.
- Local feedback has been generally good
- Several people have said it wasn't advertised enough – we are looking into ways of boosting this for next year.
- Some people had hoped it would be more of a market to buy items rather than almost all street-food meals.
- A local music organiser has suggested local bands playing at the event next year and would be prepared to organise it so we are putting him in touch with LSD.

Recommendation to note

4. Bidford Bash:

- Appears to have gone very well.
- Bidford Chamber of Commerce will look at whether to do it again after the New Year because of the difficulty in getting volunteers.
- Parking charges were discussed after this year's flat fee was charged to the Chamber. An alternative solution involving the return of parking charges will be discussed with the Chamber before being put to a Parish Council vote.

Recommendation to note

5. The High Street:

- There was a discussion about other ways in which we could help the High Street, including traffic management and parking and this is being looked into in some detail.
- Concern was expressed about the plans for a new bus stop area taking up precious parking spaces outside the Bull and it was questioned whether buses could stop elsewhere (e.g. beside the war memorial as this would only be for a few minutes).
- Research is being done into whether there were other possibilities for traffic flow, such as one way systems, allowing cars to exit the High Street on to Tower Hill, etc.
- Since the meeting an expert from Highways has visited the village with the Parish Clerk and will be sending a report.
- We will look at how well other car parks in Bidford are signposted and advertised.
- Consider requesting traffic wardens from time to time to stop people parking all day outside the Bull and the pharmacy.

Recommendation to note

6. Letter to Lloyds Bank:

- This has been agreed and sent (available at <http://www.bidfordonavon-pc.gov.uk/pdfs/notices/lloydsbank-letter.pdf>).

Recommendation to note

7. Advertising:

- Styles and prices for electronic signs, poster boards etc. are being investigated, including the sort put up and managed by companies like JC Decaux.
- A meeting has been organised with a local media company to discuss possibilities.
- Consider more gates for advertising to cope with demand.
- This to be discussed with the Marketing and Comms team

Recommendation to note

8. The industrial estate:

- We aim to put up a notice in the Café with a suggestions box to encourage businesses to contact us with ideas or issues for the Parish Council.
Recommendation to note

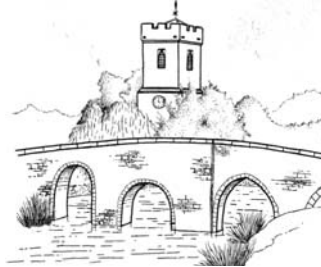
9. Response to SDC Economy document:

- This was discussed and following the meeting a draft response was written and agreed.
- The response has since been sent and copied to WALC, Stratford District Council ward members and all Parish Councillors.

Recommendation to note

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 11 COUNCILLOR WEBSITE INFORMATION

The advent of GDPR has raised the issue of how much information regarding Councillors should be posted on the website.

The Transparency Code, which is what **must** be applied, especially for the purpose of Local Community Awards, states the following information **must** be made available online:

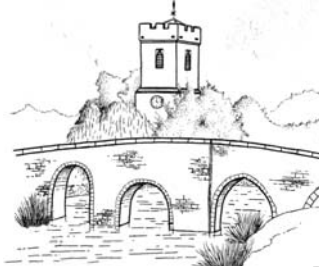
- Names of all Councillors
- Committee/Board/working Group membership and function of each Councillor
- Representation on external local public bodies (if nominated to represent the authority or board) of each Councillor of Member.

What is optional and what this council is being asked to consider:

- Councillor
 - Address
 - Contact telephone number
 - Contact email address – if Council resolves to include this than a specific cllrxxx@gmail.com address **must** be set up and published
 - Photo
 - Bio – if Council resolves to include this, please let me have this information before end of the year (21st Dec. 2018)

Council is reminded that there are elections in May 2019 when considering this issue and whether it believes providing full disclosure may detract potential residents from considering becoming Councillors.

BIDFORD ON AVON PARISH COUNCIL In the County of Warwickshire



BIDFORD-ON-AVON PARISH COUNCIL SOCIAL MEDIA POLICY

1. About this Policy

- This policy is in place to assist Councillors to minimize the risk of being found to have breached the adopted Code of Conduct through their use of social media
- This policy deals with the use of all forms of social media, including
 - Facebook
 - LinkedIn
 - Twitter
 - Google +
 - Wikipedia
 - Whisper Instagram
 - Vine
 - Tumblr
 - And all other social networking sites, internet postings and blogs.It applies to use of social media whenever you are acting in the capacity of Parish Councillor as well as personal use in your private capacity that may affect the Parish Council in any way
- The Parish Council may amend this policy at any time

2. Personal use of Social Media

Personal use of Social Media is permitted by means of the Parish council's computers, networks and other IT resources and communications systems provided that all usage is undertaken in a responsible manner. Parish councillors should never use their Parish Council address (Cllrxxxx@gmail.com) to set up social media accounts.

3. Prohibited use

- You may never make any social media communications that could damage the Parish Council's interests or reputation, even indirectly
- You may not use social media to defame or disparage the Parish Council, other Parish Councillors, The Parish Council staff or any third party
- You must not harass, bully or unlawfully discriminate against other Parish Councillors, the Parish Council staff or any third party
- You must not make false or misleading statements' or impersonate other Parish Councillors, Parish Council staff or any third party
- You must not do anything to jeopardise the Parish Council's confidential information and intellectual property. Please do not include the Parish Council logo or other trademarks in any social media posting or in your profile on any social media

4. Guidelines for responsible use of Social Media

- You must make it clear in Social Media postings, and/or in your profile, whenever you are speaking on your behalf in your capacity as an elected representative of the Parish Council.
- You must be respectful to others when making any statement on Social Media and be aware that you are personally responsible for all communications (including posting or sharing images and sharing other content online) which will be published on the internet for anyone to see.
- You must ensure that your profile and any content you post is consistent with your capacity as an elected representative of the Parish Council.
- If you are uncertain or concerned about the appropriateness of any statement or posting, please refrain from posting until you have discussed it with the Clerk
- If you see Social Media contents that disparages or reflects poorly on the Parish Council, other Parish councillors, the parish Council staff or any third party, please contact the Clerk

5. The use of Social Media and Mobile Devices at Public Council Meetings

- Use Mobile Devices sparingly, discreetly and with common sense at meetings, considering the impression they are giving to others. Remember that someone may be recording the meeting.
- Frequent use of these devices during meetings may give the public the impression that you are not paying full attention to an item that is being discussed in a debate on a decision that is to be made
- Avoid the following use:
 - Using Social Media during meetings or during the consideration of confidential or exempt items of business at meetings
 - Frequently checking emails and messages that are not related to the meeting
 - Taking and sending electronic images of proceedings and
 - Extended period of use that would suggest that insufficient attention is being paid to the meeting

6. Breach of this Policy

Breach of this Policy may be a breach of the Code of conduct.