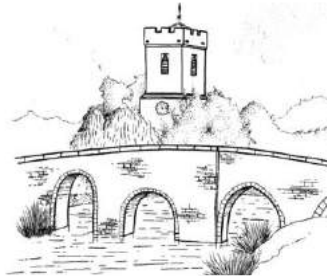


BIDFORD ON AVON PARISH COUNCIL


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 Room, Bramley Way B50 4QG on Monday 22nd July 2024 @ 7.30 pm to transact the following business

17th July 2024


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 28th February 2022, effective from 1st May 2022, 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**
 - i.** the Minutes of the Parish Council Meeting of Monday 24th June 2024
 - ii.** the Extraordinary Meeting held on Monday 15th July 2024

Agenda PC Meeting July 2024

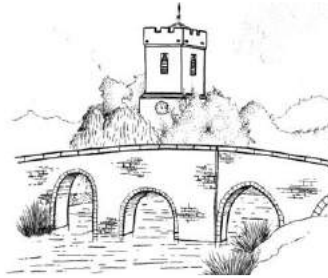
4. **Public Forum** questions from members of the public. Please be aware that, although members of the public can raise any question, Council will only be able to respond to issues relating to the business to be transacted at the meeting. Approx. 15 minutes in total; 3 minutes per person.
(Public Participation 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.
5. **To receive** report from County Councillor
6. **To receive** report from District Councillor
7. **To receive** Clerk's Report
8. **To consider** the Internal Auditor's report
9. **To consider** forming a Big Meadow Working Group to comprise all Councillors
10. **To consider** Update Reports from the Parish Council's Working Groups
 - i. **Communications Strategy WG** – Report & Recommendations circulated
 - ii. **Communities WG** – Report & Recommendations circulated
 - iii. **Facilities WG** – Report & Recommendations circulated
 - iv. **Grants WG** -Report & Recommendations
 - v. **YVYV WG** - Report & Recommendations
11. **To approve**
 - i. June 2024 accounts - circulated
 - ii. July 2024 payments – circulated

Due to the sensitive nature of this item, the Council may resolve to exclude the public (Public Bodies (Admissions of Meetings Act) 1960 s1(2))

12. **To consider** review of the current security officer's contract

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Minutes of the Parish Council Meeting held on Monday 24th June 2024 @ 7.30 pm at the Parish Council Meeting Room, Bramley Way B50 4QG

PRESENT

Chairman Cllr. Mrs Taylor

Cllrs. Barry, Cullum, Haberton, Hiscocks, Ho and Williams

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

Also present District Cllr Fleming
20 members of the public

1. TO RECEIVE AND ACCEPT APOLOGIES

Cllr Moore and Taylor (N) had sent their apologies which were accepted

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 28th February 2022, effective from 1st May 2022, 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.
 - Cllr Cullum declared an interest in item 10iv) 1 as she is a Committee member of the applicant
 - Cllr Williams informed he would like to advise that he knows the company being considered under Item 10 on a professional basis

- ii. Written requests for Dispensations for DPI should be received by the Clerk no more than 24 hours prior to the meeting.
None requested

3. TO APPROVE THE MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD ON 20TH MAY 2024

Cllr Williams proposed they be accepted as being accurate.

RESOLVED to approve the Minutes, which were signed by the Chairman

Standing Orders were suspended for the Public Forum

4. PUBLIC FORUM

Standing Orders were reintroduced

5. TO RECEIVE REPORT FROM COUNTY COUNCILLOR

Cllr Pemberton was not present and had not sent a report

6. TO RECEIVE REPORT FROM DISTRICT COUNCILLOR

Not much happening at present due to General Election “purdah”.

Cllr Fleming restated his concern about the number of solar farms getting planning permission and advised he would be presenting a motion regarding this issue at the Council meeting of 8th July. South Warwickshire is an agricultural area and its land should be preserved.

RESOLVED to note

7. RECEIVE CLERK’S REPORT

No report this month. The Chairman took the opportunity of giving an update regarding the recent Warwickshire Fire & Rescue Service consultation. Council was pleased to learn that better cover is being for Stratford on Avon District, including keeping Bidford Fire Station on call overnight. This was good news and in line with the Parish Council proposals.

The Chairman would be attending the Overview and Scrutiny Meeting and would be speaking and same.

RESOLVED to note

8. TO CONSIDER AND APPROVE THE ANNUAL ACCOUNTS

- i. Unaudited Financial Statements for the year ending 31.03.2024

These had been circulated. No questions raised.

It was proposed that they be accepted

RESOLVED by 4 votes in favour and 3 abstentions, to approve the Unaudited Financial Statements. The abstentions were 3 new members.

- ii. The Annual Governance Statement 2023/24 – to be completed at the meeting. Template circulated

The Chairman read out each point asking Councillors to reply.

RESOLVED to reply “Yes” to all points of the Annual Governance Statement

- iii. The Annual Accounting Statements 2023/24

– circulated

Motion was put forward to approve the Annual Accounting Statement
RESOLVED to approve the Annual Account Statement

9. TO CONSIDER REPORT AND RECOMMENDATIONS FROM THE COUNCIL'S WORKING GROUPS

- i. **Communities Strategy WG Report & Resolutions** – are attached to these Minutes of which they form an integral part.
- ii. **Communities WG Report & Resolutions** – are attached to these Minutes of which they form an integral part
- iii. **Facilities WG Report & Resolutions** - are attached to these Minutes of which they form an integral part
- iv. **Grants WG Report & Resolutions** - are attached to these Minutes of which they form an integral part

10. TO CONSIDER THE POSSIBILITY OF EMPLOYING WARDENS/MARSHALS ON THE BIG MEADOW ON WEEKENDS

Council recognised that the high volume of visitors over weekends was making it difficult for Council's Big Meadow Contractor to manage safely. In view of this, the Clerk had been asked to enquire about the possibility of employing wardens/marshals. A company had been recommended and, following an initial conversation, the Director visited the Big Meadow, as a visitor.

Based on this visit, the recommendation was to initially start with 2 wardens who, although professionals, would act more as "guides/ushers" - advising visitors where to park, where to set up picnics and how to behave in a safe and orderly manner to allow all to enjoy this Public Open Space.

The cost is £21.50 per hour per warden.

It was proposed to start with 2 wardens from 9.00 am to 9.00 pm. In the event, they found it would be necessary, for safety reasons, to increase this to 3, the Clerk to have authority to approve this after communicating it to Council by email.

RESOLVED to approve the employment of 2 x wardens at 21.50 per warden per hour during the weekends from 9.00 am to 9.00 pm. In the event the company recommend increasing the number to 3 wardens, for safety reasons, the Clerk. to have delegated powers to approve this advising Council accordingly. This service to be monitored and reviewed at the July Parish Council meeting.

11. TO CONSIDER

- i. Bank Debit Card for the Clerk to allow the purchase of goods for Council use that need payment by card. Maximum of £1000 per month
Clerk advised that HMRC VAT are looking carefully at the use of personal credit cards for Council purchases – hence the request
RESOLVED to approve

- ii. The purchase of an office mobile phone for use within the Parish Council Office
Following a short discussion when the needs of staff were highlighted it was **RESOLVED** to approve the purchase of a mobile by 6 votes in favour and 1

vote against.

12. TO CONSIDER PUTTING FORWARD BIDFORD ON AVON PARISH COUNCIL AS ONE OF THE 10 RESEARCH CHAMPIONS TO PILOT A NEW INTEGRATED CARE SYSTEM (ICS) WHICH IMPACTS COMMUNITIES

The invitation is from Warwickshire and circulated via WALC Newsletter. It appeared to be a good programme with good community involvement.

RESOLVED to put Bidford on Avon PC forward as a pilot Parish Council

13. TO REVIEW AND APPROVE THE FOLLOWING POLICIES

- i. Councillor/Clerk Protocol
- ii. Civility & Respect Pledge
- iii. Dignity at Work
- iv. Advertising Gates
- v. Drone Protocol
- vi. Child Protection
- vii. Vulnerable Adults

These had been circulated. Clerk advised that the first 3 policies are “templates” issued by National Association of Local Councils.

RESOLVED to approve, subject to come typographical amendments.

14. TO CONSIDER CHANGING THE DATE OF THE JULY PARISH COUNCIL MEETING FROM MONDAY 29TH TO MONDAY 22ND JULY

RESOLVED to approve the change

15. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS

- i. **24/01400/FUL Mr & Mrs Jordan-Boyd, 12 Arrow Way, B50 4GQ**

Formation of habitable room in roof space with front dormer

Link to application

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=SENWANPMIBC00>

RESOLVED No objection

- ii. **24/01405/FUL D King & S Rock 29 Cleeve Road, Marlcliff, B50 4NX**

Part two storey and part single storey rear extension

Link to application

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=SEP7K4PMIT400>

RESOLVED No objection

- iii. **24/01416/COUQ Mr Timothy Archer, The Store, Sherwood Acre, 6 George Elm Lane**

Prior approval notification for conversion of an agricultural building to 1no. dwelling and associated operational development under

Link to application

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=SEPQMMPMONX00>

Some concerns were raised regarding this application but in view of the type of application it was proposed to let the Planning Department make the final decision

RESOLVED No representation

16. TO APPROVE

- i. May2024 accounts – circulated
RESOLVED to approve the accounts
- ii. June 2024 payments – list circulated.
Clerk advised there was a further payment of £100 for the setting up of Bidford Village Market, which was approved.
The total amount payable was £18,735.57
RESOLVED to approve the payment

Due to the sensitive nature of this item, the Council may resolve to exclude the public (Public Bodies (Admissions of Meetings Act) 1960 s1(2))

17. TO CONSIDER REVIEW OF THE BIG MEADOW CONTRACT

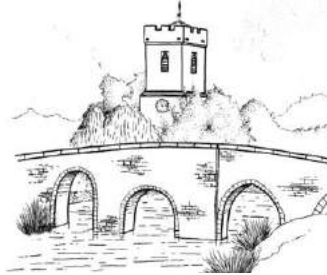
There was a lengthy conversation, during which it was agreed the amount of work, cleaning toilets, clearing the litter, closing the gate at 8.00 pm and driving down later to let people out, had increased since full opening in 2023. On this basis it was **RESOLVED** to approve the requested increase.

However, it was made clear that the toilets need cleaning at least 3 times a day during weekends and, possibly holiday period and, likewise, the litter removed 3 times a day. Contractor to be asked to specify the increased cost for these services.

The meeting ended at approx 9.20 pm

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 10i) COMMUNICATION STRATEGY WG REPORT AND RESOLUTIONS JUNE 2024

Meeting took place on Friday 31st May 2024 @ 9.45 am at the Parish council Meeting Room

Attendants: Cllrs Barry, Haberton, Taylor (N) and Taylor (P)

Also present: Mrs E Uggerloese, Clerk

1. Election of Chairman of the WG

Cllr Haberton volunteered and received the full support of the other members

To note Cllr Scott elected Chairman of the Communication Strategy WG

RESOLVED by full Council, to note

2. Social Media

Members discussed at length the issues raised when Councillors respond to comments on social media, especially those platforms over which the Parish Council has no control, even if done so in their own names and not as Councillors.

In a relatively small area like Bidford, a large proportion of the residents know who the councillors are, and the risk is that a reply can be construed as being a Parish Council “official” statement as opposed to a personal one.

In order to avoid this conflict, the

Item 10i) Communication Strategy WG Report & Resolutions June 2024

Recommendation is for Councillors not to reply to social media posts. If any councillor feels strongly that an incorrect statement has been posted, to contact the Clerk to post a factual reply on behalf of the Parish Council

The WG will also be looking at improving its Social Media Policy which needs updating.

There was a counter proposal aiming at clarifying when Councillors post as individuals: That Councillors refrain from directly responding to social media posts with links to the Parish Council. Replies should be sent to the Clerk for ratification and discussion for the Clerk to post.

There be no other proposals, Council voted on the counter proposal and **RESOLVED** by full Council to approve the updated wording. It also approved the recommendation that the Social Media Policy be reviewed.

3. **Training**

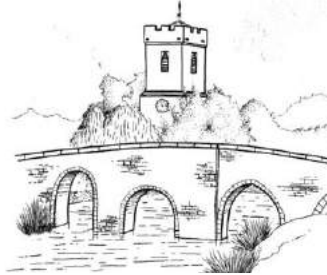
WALC is offering specific training on communication, offered through Breakthrough Communications. These are online and Councillors should be encouraged to attend,

Recommendation Councillors should try and attend as many of these training opportunities as possible to help improve Council's communication.

RESOLVED by full Council to approve the recommendation

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 10ii) COMMUNITIES WG REPORT AND RESOLUTIONS JUNE 2024

Meeting took place on Wednesday 5th June 2024 @ 10.30 am at Bidford Community Library

Attendants: Cllrs Barry, Cullum and Ho

Also present: Cllr Taylor (P) Chairman of the Parish Council, Mrs E Uggerloese, Clerk and Hilary Wren Admin. Assistant

1. Election of Chairman of the WG

Proposal that Cllr Cullum should continue as Chairman of the WG was supported

To note Cllr Cullum elected Chairman of the Communities WG

RESOLVED by full Council to note

2. Jubilee Park

As residents of the Lambourne Close Public Open Space (POS) did not want fruit trees planted on this area, the WG considered the possibility of 10 fruit trees being planted at Jubilee Park – this would help screen the play area from houses backing onto the site as well as helping to reduce noise>

Members also considered this site, known as Jubilee Park, as the appropriate place for the Time Capsule to be placed. Looking for a significant date for this, 8th Sept. was suggested as this would also coincide with children being back at school and, perhaps, getting involved

Item 10ii) Communities WG Report & Resolutions June 2024

Recommendations

- i. Apply for 10 fruit trees for Jubilee Park instead of Lambourne Close
- ii. Bury the Time Capsule at Jubilee Park
- iii. Agree 8th Sept. as an appropriate date for the burial
- iv. Invite Bidford Primary School children to participate in the event

RESOLVED by full Council, to approve all 4 recommendations

3. Lambourne Public Open Space (POS)

The WG would like to **recommend** this POS be allocated as a “Field in Trust” this will protect the site as a Public Open Space for the future and prevent it being developed.

To note that

- i. dog bin has been installed
- ii. the areas planted with grass seed looking great

RESOLVED by full Council, to approve the recommendation that Lambourne POS be declared a “Filed in Trust”

4. Newsletter and Live Streaming

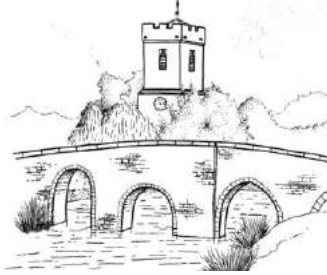
Following a short discussion, the

Recommendation is that these items should be considered by the Communication Strategy WG

RESOLVED by full Council, that these items be part of the Communications WG remit.

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 10iii) FACILITIES WG REPORT & RESOLUTIONS – JUNE 2024

A meeting took place on Thursday 6th June 2024 @ 11.30 am at Bidford Community Library

Attendants: Cllrs Hiscock , Haberton and Williams. Cllr Moor sent her apologies
Cllr Taylor (P) Chairman of the Council
Mrs E Uggerloese, Clerk

1. ELECTION OF CHAIRMAN

Cllr Hiscocks was proposed and accepted.

Recommendation to note

RESOLVED by full Council to note

2. BIG MEADOW TOILETS

New plans, to include Changing Room facilities enclosed.

This WG to consider:

- Bearing in mind the life span of the current building is a further 35 years, would an extension be a better investment than a new build.
New build does give more freedom but it comes at a cost.
- Inclusion of Changing Room
 - i. Additional cost to be considered is not just the purchase of the necessary equipment, but its maintenance: it will need regular, professional checking to ensure it is safe to use
 - ii. It takes up quite a bit of space, would it be better used by having more toilet facilities

Item 10iii) Facilities WG Report & Resolutions June 2024

- iii. Benefit/cost needs to be considered – how many visitors to the Big Meadow would use the facility
- iv. Vandalism – parts of the equipment (hoists come to mind) would be very attractive to play with and RADAR Keys are no longer exclusive but freely available on Amazon and eBay

In view of the complexity and importance of this issue, it was agreed that a site visit with the Architect would be beneficial and help members better understand the various options.

Recommendation to note

RESOLVED by full Council tonote

3. WINTER CAR PARK

The use of the winter car park in the summer is being abused. Some drive off the Big Meadow after 8.00 pm and park, haphazardly, on the winter car park sometimes blocking or making exit difficult.

Others, such as Canoe Clubs, simply lift the post and park 20 cars to avoid the entry fee.

It would also discourage people returning to the Big Meadow on foot, after parking the car on the Winter car Park.

The proposal is for the Winter Car Park to be closed during the summer months by

- Replacing the current posts with rising bollard – this would minimise the risk of them being removed and they can be flattened during the winter season when the car park is open
- Thicker chains to prevent them being cut.

If approved, the change would have to be managed and well advertised. A sign on the exit of the Winter Car Park showing the Saxonfields Car Park as an alternative would help the situation

Recommendation to approve closing the Winter Car Park in summer with robust measures such as replacing the current posts with rising bollards and thicker chains

Following some discussion, during which the reasoning for the recommendation, it was proposed to split the recommendation into two:

First proposal was to close the Winter Car Park in the Summer

RESOLVED by full Council, 6 votes in favour and 1 abstention, to approve the closing of the Winter Car Park in the summer

Second proposal was to install more robust posts/bollards and thicker chain

RESOLVED by full Council to replace the existing post and chain with more robust bollards and thicker chain.

During the discussion, it was proposed that moving the current traffic lights from their current position to the other side of the Big Meadow entrance and changing the sequence.

This would require Highways to see if it is feasible and, if so, the cost.

Recommendation that Council approve the £500 cost for the feasibility study.

This was not required as members of the FWG had met with Highways and the proposal is to extend the KEEP CLEAR area and ensure it is well marked. Council waiting to hear back from WCC Highways.

RESOLVED by full Council to note the update

4. MONIE MEADOW SPORTS ASS. PARKING

To install road planings to allow vehicles to leave the site safely when ground is wet.

Although it was accepted that the middle of the site, where the cars drive in and out, gets muddy, there was little support for the use of planings.

Alternatives such as grass crete, grass reinforcement matting or similar.

Recommendation to note this is work in progress.

RESOLVED by full Council to note

5. SALFORD ROAD CEMETERY

4 x unsafe benches have been replaced with the recycled material benches.

There are 2 old benches left that contractor recommends also be replaced.

WG to consider recommending the purchase of 2 x further benches @ £395 each.

Recommendation to approve the purchase of 2 x further benches made of recyclable material.

RESOLVED by full Council to approve the purchase and installation of 2 further benches

6. TO CONSIDER MOBILE CHANGING ROOM FACILITIES

This is an "in progress" item but need for it to be moving in the right direction so alternatives and costs can be considered and, when a recommendation is reached, to be presented to Council

Various options have been found. The outstanding points are: electricity and water. However, the need for the changing rooms is essential to comply with

Item 10iii) Facilities WG Report & Resolutions June 2024

Football Association Rules.

It is proposed the purchase of the most appropriate changing rooms be delegated to the Facilities WG allowing a maximum cost of £12k

Recommendation to delegate the purchase of the changing rooms to the FWG with a limit of £12k

Following a short discussion regarding electricity and water supply, it was **RESOLVED** by full Council to approve the delegation of the purchase of changing rooms to the FWG with a limit of £12k

7. WASTE SKIPS

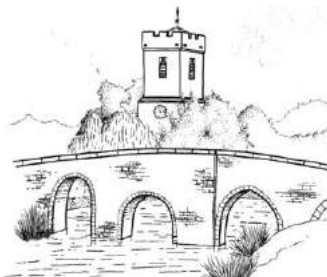
For information – this will be placed as close to the hedge to Monie Meadow as possible to reduce the opportunity of this area being used as a “public toilet” – this is for information

Recommendation to note

RESOLVED by full Council to note

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 10iv) GRANT WG – REPORT & RESOLUTIONS - JUNE 2024

A Hybrid meeting was held on Wednesday 12th June 2024 @ 10.30pm at Bidford Community Library and via Zoom

Attendants; Cllrs Cullum, Hiscocks and Taylor (P). Cllr Moore was unable to attend.

Members: Cllrs Taylor, Chairman of the Parish Council; Williams, Cullum, Chairman of the Communities WG; Hiscocks, Chairman of the Facilities WG and Moore, Chairman of YVYV WG

1. B50 For Creatives Network

To bring likeminded creative people in the B50 and surrounding areas together. The current membership is over 65

Grant for the purchase of 6 x trestle tables and cover to enable members to showcase their works and encourage young people to share their creative artwork.

Cost £359.88

Grant request £320

This creative art group appears to be very active -they recently ran the Arts & Crafts Festivals during Summer Bank Holiday Weekend.

Recommendation to award the grant

Cllr Cullum had declared a personal interest in this item and did not participate in the discussion

RESOLVED by full Council to award the grant request of £320

Item 10iv) Grant WG Report & Resolutions June 2024

2. Crawford Memorial Hall

Grant to update the fuse board to current specification
Outside lighting for safer use of the hall in the winter months

Cost:

- i. New fuse board - £2,616
- ii. Outside lighting - 834

Grant request: £3,450

Accounts supplied

This was discussed at length as there were concerns. One request was for an item of miniatous (fuse board) the other had been the subject of discussion within the Management Committee, which had been advised to apply for a grant from SDC Climate Change funding: it appears this was not done.

However, WG recognised this is the Village Hall and its **Recommendation** is to award a grant of £2,000, to ensure the safety of users.

Following a short discussion, a counter proposal that Council award the grant amount of £2,616 to pay for the new fuse board was made. The vote was 3 in favour and 4 against.

The Council then voted on the recommendation of awarding £2000 and the vote was 5 in favour and 2 abstentions.

RESOLVED to award a grant of £2,000

3. Mrs P Sensory

To create a safe place where children and their parents/carers can feel calm and/or stimulated. He room will be available to hire out.

Cost - £42,000

Grant request ; £20,000

There is an update to the enclosed application form – this includes “Other Grants” for an amount of £17k which was turned down.

This grant request appears to be supporting the set up costs of a business.

This is not within the remit of a Parish Council or of its Grant Policy.

Recommendation not to award the grant.

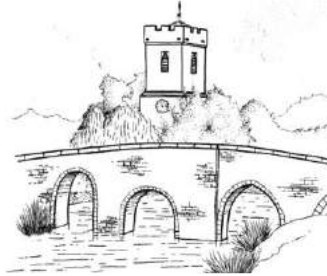
Following a discussion when it was agreed that the Parish Council should not be supporting the setting up of a business. Once set up, applicant cold approach the Council for a grant for a specific item or project that would benefit the local

Item 10iv) Grant WG Report & Resolutions June 2024

community and it would be duly considered.
RESOLVED by full Council not to award the grant.

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 8 - CLERKS REPORT - July 2024

1. FINANCE

- i. Additional cost of 2 x 4 seater recycled benches : £72 agreed with Council due to the approved 3 seater version being out of stock until spring 2025
- ii. 3 x Big Meadow signs advising visitors of the presence of Security Guards (legal requirement)
£108
- iii. Big Meadow car park fees income:
 - April £ 787.00
 - May 14,422.15
 - June 13,198.00
 - July (to date) 5,902.80

2. PARISH COUNCILLOR VACANCY – BIDFORD WEST

The Statutory Announcement has been made – “ *Any ten local government electors for the Ward may require an election to be held to fill the said vacancy. To do this, they must send a written request to the Chief Executive, Stratford-on-Avon District Council, Elizabeth House, Church Street, Stratford-upon-Avon, which must reach him no later than 5th August 2024. No set form of words is necessary.*”

3. HOUSING NEEDS

Clerk met with Sarah Brook-Taylor of Warwickshire Rural Community Council (WRCC) to discuss how to best progress this.

It was agreed the survey should be from 1st to 19th October and advertising to take place throughout September, digitally (Website, Social Media,

information email) as well as face to face – Sarah would attend The Jolly Teapot, Warm Hub, Bidford Community Library, Bidford Village Market) and leave leaflets at Bidford Community Fridge, shops and other businesses.

4. WEEDS

Many residents have raised the issue of weeds along the roadside. It has been a terrible year for this due to the weather: lots of rain followed by brief spells of sunshine, causing weeds to sprout.

This is a Warwickshire County Council (Highways) responsibility and they do spray, once a year – WCC does not have the resources to do more than this.

Our local WCC Officer would encourage neighbours to get together and carry out some weeding along their roadside twice a year or so.

Regarding drains, these die down in the winter and are not considered a flood risk.

5. MILLER HOMES (DAMSON WAY)

The land has still not been transferred to the Parish Council as there are still some issues with the surface of the footpaths – they do not drain properly in the winter – and other, more minor concerns, that need resolving.

The Parish Council does maintain the main grassed area but not the large Public Open Space to the west of the development. If there are any grassed area within the development itself that residents believe is being missed, please contact the Clerk by email at info@bidfordonavon-pc.gov.uk or call 07718 628925.

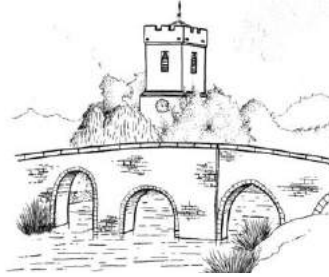
6. JACKSONS MEADOW

The “palisade” round the play area is slowly rotting. The Council has had no joy with the installers, though there should be a 10/15-year guarantee. In view of this, Council has sought advice as to how best this can be resolved – waiting to her back.

Also looking at extending the artificial no grass area on the mound as it is difficult to maintain with real grass.

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 10i) COMMUNICATION STRATEGYWG REPORT AND RECOMMENDATIONS JULY 2024

Meeting took place on Thursday 4th July 2024 @ 10.00 am at Bidford Community Library

Attendants: Cllrs Barry, Haberton, and Taylor (P)

Also present: Mrs E Uggerloese, Clerk

1. COMMUNITY ENGAGEMENT

- i.** Vision/Strategy
- ii.** Communicating with local community
- iii.** Social Media Policy

It was agreed that these 3 items are pivotal to Council's Communication Strategy and for the Parish Council and that expert advice and help would be beneficial.

It was agreed to contact Breakthrough Communication, a company specialising in this field with local councils, with a view to asking for a quote to assist Council.

Recommendation to note that quotation from Breakthrough Communication has been requested. Once received, it will be considered by this WG and a recommendation put forward to Council

2. COMMUNICATING WITH THE MEDIA

It was agreed that, in order to have some control of what the media publishes, any request for comments, quotes etc. to be sent in writing (email) and the reply be in writing. This would ensure a clear audit trail.

Recommendation Council approve this policy

Item 10i) Communication Strategy WG Report & Recommendations July 2024

3. COUNCILLOR/CLERK TRAINING - BREAKTHROUGH COMMUNICATION

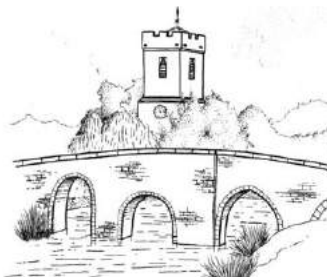
All members of the WG had attended training session organised by Breakthrough Communications and found them very useful.

Recommendation Councillors attend as many of these training sessions as possible – they are online so easy access.

Clerk to circulate details of said sessions.

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 10ii) COMMUNITIES WG REPORT AND RECOMMENDATIONS JULY 2024

Meeting took place on Thursday 4th July 2024 @ 12.00 pm at Bidford Community Library

Attendants: Cllrs Barry, Cullum and Ho

Also present: Cllr Taylor (P) Chairman of the Parish Council, Mrs E Uggerloese, Clerk and Hilary Wren Admin. Assistant

1. BIDFORD VILLAGE MARKET - UPDATE

- i. There has been difficulty recruiting a new Market Supervisor – the job includes
 - Setting up the road closure signs
 - Setting up advertising banners
 - Collecting the gazebos, setting them up, taking them down and returning to storage
 - Managing the market from 9.00 am – 1.00 pm

It was agreed one of the difficulties is the pay.

Better signage is also needed

Recommendation that Council agree a maximum sum allocation of £2,000 to cover the costs of a Market Supervisor and signage. Funds to be allocated from the Brighter Bidford Project

Item 10ii) Communities WG Report & Recommendations July 2024

- ii. Due to the growth and success of the market, Council now need to consider purchasing 5 more gazebos sized 3m x 3m and the weights at an approximate cost of £2200

Recommendation Council approve a maximum spend of £2,200 for the purchase of 5 x gazebos and weights from the Brighter Bidford fund

2. LAMBOURNE PUBLIC OPEN SPACE (POS)

Wheels in motion to nominate this a “**Field in Trust**”

Vandalised noticeboard has been replaced – further vandalism may result in the noticeboard being permanently removed.

Recommendation to note

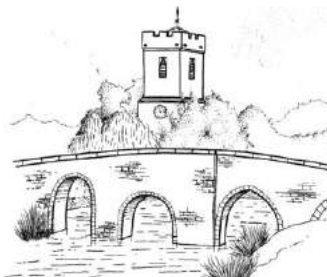
3. TWINNING ASSOCIATION

Meeting has been arranged

Recommendation to note

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



ITEM 10III) FACILITIES WG REPORT & RECOMMENDATIONS –JULY BIG MEADOW CONSULTATION

A meeting took place on Tuesday 2nd July 2024 @ 11.00 am at Fire Station Community Room

Attendants: Cllrs Hiscock , Haberton, Moore and Williams.
Cllr Taylor (P) Chairman of the Council sent her apologies
Guy Redmond of Leaves of Green
Mrs E Uggerloese, Clerk

Members agreed it was a good report, well laid out and sent to Council in time.
They then went through the report question by question.

1. Profile

It was noted that the majority of those answering were between 30 and 64 and female

2. Park Usage

Mostly for leisure:

- i. Walking
- ii. General relaxation
- iii. Dog walking
- iv. Play equipment

Item 10iii) Facilities WG Report & Recommendations July Big Meadow Consultation

3. Accessibility

- i. Designated parking – it was agreed to propose that the number of vehicles should be limited to 200 as the facilities provided by the Big Meadow would not cater for more.
The design was along the path under the trees – some sort of “restriction” to prevent vehicles parking elsewhere would be needed, which would involve
 - i. Sweet chestnut post and chain (as the have at Ragley Hall) – from past experience, residents would probably object to this but, if parking is to be restricted, some measure to enforce it, will be required.
Having spoken to the EA, this would be their preferred option
 - ii. Bunds – Clerk was asked to investigate whether there would be permitted by the EA due to this being on the flood plain and what it would entail (this is currently in hand). Guy did mention it is expensive to maintain and the trees could hamper the growth of the grass.
As per above, having spoken to the EA, not only would the documentation Council would have to provide for the permit application be time consuming and expensive, but the chances of the EA granting said permission are small.
Dudley Trust agree the EA would not grant permission.
Recommend this idea be dropped as not feasible
 - iii. To delineate the end of the parking area and to allow vehicles coming in, finding they are unable to park, to turn around, it is suggested a small roundabout be at the end of the parking area. Perhaps plant a tree in the centre.
Should the parking area need to be extended in the future, it would still function as a roundabout.
 - iv. Allow the first 5/10 parking spaces for disabled visitors
 - v. Restricting parking will allow car free areas for recreation purposes
 - vi. Public footpath by riverside – this is currently badly marked as the only sign is in the winter car park.
Clerk has contacted WCC Rights of Way and request they authorise the Parish Council to install a way marker at the start of the footpath. Providing the Dudley Trust don’t have any objections, this should be possible. But have to wait for said authorisation.

- vii. Looking at possibilities of improving the surface whilst taking into account it is a flood plain. Leaves of Green to look into this and report back so feasibility can be established.
- viii. Can the entrance be made wider? This depends on Highways and English Heritage as Bidford Bridge is a national monument. Clerk investigating with WCC Bridges whether it is possible to shorten the wall to allow a larger entrance.
 Having looked at the layout, there is a footpath/pavement surrounding the end of the wall so shortening the wall would not achieve the desired effect.
- ix. Look at ways to improve accessibility – gates etc. as well as pedestrian crossings, the footpath/pavement at the entrance to the Winter Car Park
- x. Increase in car park fees – propose they remain as are for the rest of this season. By the time Council considers and decides on this, there will only be 2 months left. The current price is similar to other, local parks. Council needs to bear in mind this is a Public Open Space considered a Visitor Attraction, therefore, the fee for parking should not be used to discourage visitors.
 Also, as BBQs have been banned with effect from 1st August 2024, Council will have the opportunity to monitor what impact this has on the number of visitors.
 It is also recommended Council consider the costs of the Big Meadow improvements, which can be financed in part from the car parking revenue, before deciding the level of the fee.

Recommendation to note the above and that any improvement will be considered and work carried out, during the months when the Big Meadow is closed (Oct 24 – March 25)

4. Park Use

- i. The big issue was BBQs. Council held an Extraordinary Parish Council Meeting on 15th July 2024 and resolved to ban BBQs and Open Fires with effect from 1st August 2024
- ii. Picnic areas etc – this will be part of the Leaves of Green overall design and will incorporate the river front.
- iii. Pontoon – it would appear it's the position of same that has attracted some criticism.
 Recommend liaising with Avon Navigation Trust (ANT) to see if there is a better site

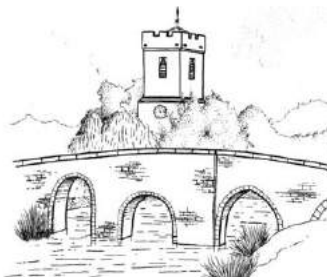
Item 10iii) Facilities WG Report & Recommendations July Big Meadow Consultation

iv. Play equipment, leisure activities, etc. to be considered as part of Phase 2
Recommendation that the following be noted

- Point ii) will be considered during the winter months and any agreed work carried out before March 2025.
- Point iii) its feasibility will be considered after liaising with ANT
- Point iv) Consideration and consultation on Phase 2 will start in September, after the summer break

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



ITEM 10iv) GRANT WG REPORT & RECOMMENDATIONS – JULY 2024

Members: Cllrs Taylor, Chairman of the Parish Council; Cullum, Chairman of the Communities WG; Hiscocks, Chairman of the Facilities WG and Moore, Chairman of YVYV WG

1. BIDFORD SPORTS ASSOCIATION

Grant to undertake essential works and health and safety measures to enhance and upgrade the Sports Pavilion and grounds.

- i. Replace UPVC bench doors due to unusually high step for health and safety reasons – quotation supplied

Cost £2,544

Grant request ; £2,544 from S106

Accounts supplied

Recommendation to award the full amount under S106

2. Crawford Memorial Hall

Grant to update the fuse board to current specification

Outside lighting for safer use of the hall in the winter months

Cost:

- i. New fuse board - £2,616
- ii. Outside lighting - 834

Grant request: £3,450

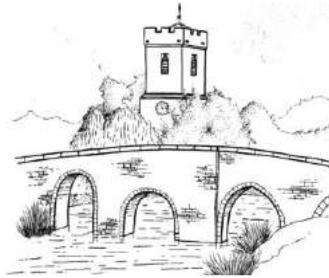
Accounts supplied

This has to be reconsidered as Cllrs Ho and Taylor should have declared an interest as they are member of the Crawford Memorial Hall Management Committee. It should be noted, however, that this application was considered and agreed by the Crawford Memorial Hall Trustees and neither Cllr Ho or Cllr Taylor are Trustees

Recommendation to award a grant of £2,000

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



ITEM 10v) YOUR, VILLAGE, YOUR VOICE (YVYV) WG REPORT & RECOMMENDATIONS – JULY 2024

The YVYV Group, comprising local community groups, met on Wednesday 26th June 2024 at Bidford Community Library.

Only apology received from the Walking & Cycling Group

1. **ELECTION OF CHAIRMAN** it was proposed, and unanimously agreed, that Cllr Moore continue as Chairman

Recommendation to note

2. **COMMUNITY FAIR**

Progress was discussed

- i. Banner design agreed
- ii. Email to be sent to potential participants (Arts & Crafts groups) agreed
- iii. Scott Haberton to liaise with Parish Council Office to send the emails to the potential participants
- iv. Hold another meeting on 8th August at the Fire Station Community Room

Recommendation to note

3. **WALKING & CYCLING GROUP**

Meeting was held at Broom Hall Inn on Wednesday 3rd July at 6.00 pm

- i. John Cashmore was reelected Chairman
- ii. Joint Bike Ride (Walking & Cycling/Bidford Action Group) organised for 18th August.

Clerk confirmed that, as the group comes under the umbrella of the Parish Council, the insurance would cover the ride subject to some information: numbers, ages, route, length of route.

- iii. Footpath/Cyclepath Broom to Bidford Health Centre
This is part of The Two Shires Project which, due to lack of funds and current elections, is on hold
It was agreed to find out if

- There was a feasibility study for this section and, if so, could a copy be provided.
- If this had not been carried out, what would the cost be to carry it out

iv. Leaflets

New leaflets of the Walking Routes needed – they are popular and the Parish Council Office has ran out.

Cost:

- 50x 5 reprint of existing walking routes
£150
- 50 x 5 new walking routes to be produced and printed
£255
- 50 x 5 new cycling routes leaflet to be produced and printed
£255

Recommendation that Council approve the Total cost of **£660** of printing the leaflets under the Brighter Bidford Fund

4. BIDFORD COMMUNITY FRIDGE

This has proved to be a great success. It is now open every day:

- Monday, Tuesday, Thursday and Friday: 10.30 -.11.30
- Wednesday 5.30 – 6.30 pm

Thanks are due to Hilary Wren, the Parish Council's Admin. Assistant who has been the Project Manager, and to all the wonderful volunteers who have made it possible and are part f the success.

Recommendation to note