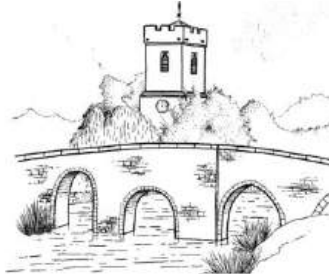


BIDFORD ON AVON PARISH COUNCIL

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, on Monday 28th April 2025 @ 7.30 pm to transact the following business

23rd April 2025

Elisabeth Uggerløse
Clerk to the Parish Council

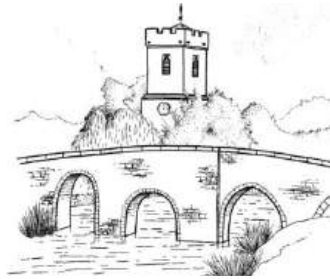
AGENDA

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** the Minutes of the Parish Council Meeting of Monday 31st March 2025
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 Verbal Report
8. **To consider** Update Reports from the Parish Council's Working Groups
 - i. **Communications Strategy WG** – Report & Recommendations - circulated
 - ii. **Communities WG** – Verbal Report
 - iii. **Facilities WG** – Report & Recommendations circulated
 - iv. **Grants WG** – Report - circulated
9. **To consider** the following planning application
 - i. **25/00925/FUL Mr James Heath, 24 Copenhagen Way, B50 4FY**
Proposed new side storey rear extension
Link to application
<https://apps.stratford.gov.uk/eplanningv2/AppDetail/Index/5189e807-83ad-c900-fb3b-08dd7770f4f6?route=/Home>
10. **To approve**
 - i. March 2025 accounts - circulated
 - ii. April 2025 payments – circulated

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Minutes of the Parish Council Meeting held on Monday 31st March 2025 @ 7.30 pm at the Parish Council Meeting Room, Bramley Way.

PRESENT

Chairman Cllr. Williams

Cllrs. Barry, Cullum, Haberton, Ho, Hopcraft, Lewis, Moore
Paterson and Taylor

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

Also present County/District Cllr Pemberton
District Cllr Fleming
7 members of the public

1. TO RECEIVE ANY APOLOGIES

Cllr Hiscocks sent his 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.
None
- 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 MONDAY 24TH FEBRUARY 2025

Cllr Lewis proposed they be signed as being accurate

RESOLVED to approve the Minutes as being accurate and signed by the Chairman

Standing Orders were suspended for the Public Forum

4. PUBLIC FORUM

Standing Orders were reinstated

5. TO RECEIVE REPORT FROM COUNTY COUNCILLOR

- i. **School** – 8 additional provisional places have been agreed for Dunnington School
- ii. **Bidford Bridge** drawings for plans to help reduce speed will be signed off. a camera to check speeds over the bridge is being looked at and funded separately
- iii. **Average Speed Camera** using these on the B439 being investigated

6. TO RECEIVE REPORT FROM DISTRICT COUNCILLOR

- i. **Proposed Unitary Council** a full Council meeting took place on 24th March. Leader of the Council supports a 2 part Unitary: North and South, the latter comprising Stratford upon Avon DC and Warwick DC. The saving if it is one Unitary Council (Warwickshire) is estimated at £18 million where as 2 x Unitary is estimated to be £8 million.
- ii. **South Warwickshire Local Plan(SWLP)** following a meeting regarding this, the recommendation is for the review of the NDP to be slowed down to ensure it conforms with the SWLP policies

7. RECEIVE CLERK'S REPORT

This had been circulated and forms and integral part of the Minutes

8. TO CONSIDER THE REPORTS AND RECOMMENDATIONS FROM THE COUNCIL'S WORKING GROUPS

- i. **Communications Strategy WG** – verbal report
 - Training session with Becky Walsh had taken place – well received
 - Breakthrough Communications is work in progress. Clerk confirmed that the service paid for would start being effective once the strategy was signed off and not before
- RESOLVED** to note
- ii. **Communities WG – Report & Resolutions** are attached to these Minutes of which they form and integral part.
 - iii. **Facilities WG – Report & Resolutions** are attached to these Minutes of which they form and integral part.
 - iv. **Grants WG – Report & Resolutions** are attached to these Minutes of which they form and integral part.
 - v. **Your Village Your Voice WG – Report & Resolutions** are attached to these Minutes of which they form and integral part.

9. TO CONSIDER AND APPROVE UPATED RISK ASSESSMENT

It was recognised that this is a continuous “work in progress” document that requires regular updates.

A training session regarding Sexual Harassment had been attended by a number of councillors and it was recommended the Staffing Panel consider including a Sexual Harassment Policy

RESOLVED to approve and to post on the website under Procedures

10. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS

i. 25/00533/FUL Mr and Mrs R Winsper, 2 High Street, Broom B50 4HJ

Proposed replacement outbuilding as an annexe to the existing dwelling

Link to application

<https://apps.stratford.gov.uk/eplanningv2/AppDetail/Index/5be0333a-2823-c6e3-8875-08dd5d4ec4b0?route=/Home>

RESOLVED to object as it is contrary to

- NDP Policy H1 - as it is outside the Village Boundary "All areas outside the Village Boundary are classified as countryside. New housing development in the countryside will be limited to dwellings for rural workers, replacement dwellings and new housing development supported by Policy H2"
- It is also contrary to the current Local Plan that considers Broom as "any other settlement"

ii. 25/00607/TREE McCaslin, Victoria House, 27 Victoria Road, B50 4AS

T1 – London plane – reduce crown by 2m to previous pruning points, Reduce height from 12m to 10m to reduce the chance of branch failure

Link to application

<https://apps.stratford.gov.uk/eplanningv2/AppDetail/Index/6b17fba0-818a-c895-8768-08dd62067604?route=/Home>

RESOLVED support as it is good tree management

iii. 25/00634/TREE Mr Jim Price, 10 High Street, B50 4BU

T1 – Acer Negundo – Fell

Link to application

<https://apps.stratford.gov.uk/eplanningv2/AppDetail/Index/e9efb4ae-0925-c9c5-c571-08dd65439643?route=/Home>

RESOLVED no objection

iv. 25/00572/FUL and 00573/LBC Mr R Mills, 9 High Street, Broom B50 4HU

Proposed replacement of C20 rear single storey extension and outbuilding

Link to application

<https://apps.stratford.gov.uk/eplanningv2/AppDetail/Index/3c982c86-4719-ca9f-c1f8-08dd608c9559?route=/Home> and

<https://apps.stratford.gov.uk/eplanningv2/AppDetail/Index/3fcaa0de-3158-c8ab-2bc6-08dd608c955c?route=/Home>

RESOLVED Object – Council will consider waiving this objection if a condition preventing this becoming a dwelling at any time, is imposed.

11. TO APPROVE THE FOLLOWING ACCOUNTS

- i. February 2025 accounts – circulated
RESOLVED to approve the accounts
- ii. March 2025 payments – list circulated
Clerk advised there was an additional payment of £120 to be approved for newspapers advertisement
RESOLVED to approve the payments.

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 TENDERS FOR THE BIG MEADOW TOILET REFURBISHMENT

Only one tender was received from Brief 2 Build: cost was £16,497.00 for the work. The Parish Council is purchasing the fixtures.

Work to commence on acceptance of tender.

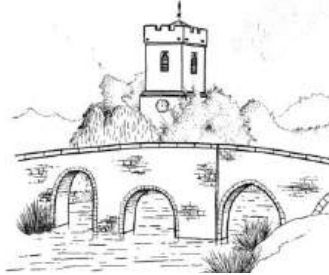
After a short discussion when it was agreed that no more delays were acceptable and that work should start as soon as possible. If not completed when the Big Meadow opened, portaloos to be hired for the short period.

RESOLVED to accept the tender and order portaloos to cover the period when the toilets were being refurbished and the Big Meadow was open.

The meeting ended at approx 8.45 pm

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 8ii) COMMUNITIES WG REPORT AND RESOLUTIONS MARCH 2025

A meeting was held on Thursday 6th March 2025 @ 12.00pm at Bidford on Avon Parish Council Reception Area

Attendants: Cllrs Barry, Cullum (Chairman)Ho and Lewis .

Cllr Paterson had sent his apologies

In attendance – Miss Hilary Wren, Admin Ass.

1. VE CELEBRATIONS

It was noted that Council had approved a budget of £3,000.

A Working Group, led by Cllr Barry, has been set up to manage this event.

Cllr Lewis is dealing with the replacement of the “beacon neck”

Recommendation to note

RESOLVED BY Full Council to note

2. NEW YEARS EVE FIREWORKS

Council’s resolution was noted and consideration is being given to bringing a manager for the event and setting up a separate working group. This to be discussed further and a recommendation be presented to Council

Recommendation to await update

RESOLVED BY Full Council to note

3. BIDFORD VILLAGE MARKET

In view of the growing market, more gazebos and tables are required at a cost of £3,000

Recommendation that Council approve the purchase of further gazebos/tables

Item 8ii) CWG Report & Resolutions March 2025

to accommodate more stalls
Council noted the success of the market and unanimously
RESOLVED to approve the expenditure of £3,000

Item 8ii) CWG Report & Resolutions March 2025

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 8iii) – FACILITIES WG - REPORT & RESOLUTIONS

MARCH 2025

1. A hybrid meeting took place on Monday 24th March 2025 @ 4.00 pm at Bidford Community Library.

Attendants: Cllrs Hiscocks (Chairman) Haberton, Hopcraft, Moore and Taylor
Mrs E Uggerloese – Clerk to the Parish Council

BIG MEADOW

- i. **Toilets** – update
The tender has been posted on various social media, including the Bidford Business Forum.
Clerk recommended using the ESPO platform as well – and this was agreed.
RESOLVED by Full Council to note
- ii. **Logs** – these have been bought and the layout discussed and agreed.
Brackets also bought
It has become apparent that more logs may be required at a cost of £60 each.
Recommendation to approve the cost of the purchase of further logs as required.
It was clarified that there was uncertainty about the number of logs required to complete the job and it was proposed that a maximum of

Item 8iii) FWG Report & Resolutions March 2025

£4,000 be approved

RESOLVED by Full Council to approve a max. of £4,000

iii. **Risk area by bridge**

Following site visit with ANT officer, fence has been erected and ANT are working on signage

Regarding a launching area, the preferred site, which was a fisherman's peg is, regrettably one of the best fishing spots. In view of this, a floating pontoon is being considered, in partnership with ANT. Waiting for design and cost. Canoeists and paddlers will be directed to this area

Recommendation to note

RESOLVED by Full Council to note

iv. **Turning point** – requirements from the EA have made it impossible to carry this out before the 2025 Summer opening.

Recommendation is to use this summer as a “trial” to see if, following the BBQ ban and the restriction in the number of vehicles able to access the Big Meadow, this is required.

Recommendation to note

RESOLVED by Full Council to note

v. **Entrance sign/banner** – this needs to be updated as the closing time has changed from 8.00 to 9.00 and the fine from £60 to £100.

To be considered: are security guards required, specially at the start and/or during summer holidays – to help with parking and BBQ ban

Recommendation to note this has gone ahead

RESOLVED by Full Council to note

vi. **Electronic signage** – have discussed this with Smartparking and it should be possible.

Updates will follow when available

Recommendation to note

RESOLVED by Full Council to note

2. GYM EQUIPMENT

Have found a company, which deals in maintenance, that has inspected it, seen the repairs required and is obtaining quotation for the spare parts.

The same company has also looked at Jacksons Meadow play area and has made a proposal of how to repair/replace the rotten logs. Waiting for design and quote for this

Recommendation to note

RESOLVED by Full Council to note

Item 8iii) FWG Report & Resolutions March 2025

3. DUGDALE CONTAINER

In collaboration with Bidford Juniors, the site has been identified and, once the area is cleared and the foundation pits installed, weather permitting, the container can be placed. Cost for this is £950

Closest neighbour has been advised of site.

Recommendation to note

RESOLVED by Full Council to note

It has also been noted that the car park facilities are too small to cope with current attendance. The proposal is to extend the existing car park – approx doubling in size – and the estimated cost of this is £14k

Recommendation that Council approve the extension and that it go out to tender

After some clarification regarding the requirement for this extension – the football club are expanding and using the Dugdale Sportsfield facilities – it was proposed that Council approve that it tenders for this extension.

As it is a Field in Trust, it was also agreed they should be advised of this.

RESOLVED by Full Council to approve that the extension should go to Tender

4. MONIE MEADOW

Have requested quote for screening Topiary Park caravans from the Monie Meadow ar park.

In order to effectively screen this area, it would require 15 mature trees 4 -5 metres in height: the cost, to be confirmed closer to planting time in the autumn, is £4,500

Concern was raised about the trees, potentially, blocking the light

Recommendation not to proceed

It as agreed not to proceed but an alternative was put forward that the fence between Monie Meadow itself and the area dedicated as a car park, have a hedge.

RESOLVED by Full Council to obtain a quotation for a hedge to be planted along the fence separating the meadow from the car park area

5. BURIAL FEES

These are reviewed annually and the new fees are effective from 1st April.

Current fees available at <https://bidfordonavon-pc.gov.uk/wp-content/uploads/2024/04/Burial-Charges-April-2024.pdf>

It was agreed to increase the fees in line with the increase in the maintenance costs i.e. 5%.

Recommendation to increase the burial costs by 5% approx.

RESOLVED by Full Council to approve the increase of 5%

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 8 iv) GRANTS WG – REPORT & RESOLUTIONS MARCH 2025

Members : Cllrs: Cullum, Hiscocks, Moore and Williams

The requests were considered via email.

1. BIDFORD ON AVON DARBY & JOAN

Party to celebrate 70 years of existence – date to coincide with VE Day 8th May 2025

Total cost £1,200

Grant request £500

Recommendation to award the full grant requested

RESOLVED by Full Council to award the £500

2. ARTY AVON

Due to circumstances, they have asked for a variation on the expenditure of the grant of 1,193.51 awarded December 2023.

Members have considered this and, in view of the excellent work done by this group and the way they keep the Parish Council of their progress the

Recommendation to grant the requested variation

RESOLVED by Full Council to approve the variation

Item 8iv) Grants WG Report & Resolutions March 2025

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 8v) YOUR VILLAGE YOUR VOICE WG – REPORT AND RESOLUTIONS MARCH 2025

A meeting took place on Tuesday 25th March 2025 @ 4.30 pm at Bidford Community Library

Attendants; Cllrs Ho, Moore (Chairman) and Mrs. E Uggerloese
Also present: Cllr Williams, Chairman of the Council and Mr S Haberton, leader of Community Speed Watch (CSW)

1. SPEEDING

The main item discussed was the concern from residents regarding speeding, whether real or perceived, in parts of Bidford and Broom.

It was felt that the best way forward is to ask Warwickshire County Council Road Safety to carry out a road safety audit in Bidford and Broom, with a view to identifying where “soft” engineering measures could be installed to help reduce speed. Audit to also look at the possibility of reducing the speed of Bidford High Street to 20mph.

Cost of the audit is a non-refundable £500 – this will be credited to any work carried out as a consequence of the audit.

Recommendation that Council request a Road Safety Audit of Bidford and Broom to include considering a 20 mph for High Street, Bidford on Avon and approve the expenditure of £500

RESOLVED by Full Council to approve the expenditure of a non refundable

Item 8v) YVYV Report & Resolutions March 2025

£500 to carry out a road safety audit of Bidford and Broom

2. COMMUNITY SPEED WATCH CAMERA

Council still owns a camera which is no longer accepted by Warwickshire Police and is, therefore, no longer fit for purpose.

Recommendation that Council approves the sale of said camera

RESOLVED by Full Council to approve the sale of the camera

3. BIDFORD SHOWCASE

This was organised by the Your Village Your Voice Groups, facilitated by the Parish Council.

On Saturday 22nd March 2025 1.30 – 4.00 pm they “showcased” crafts and other community groups at the Primary School – it was a great success, to be repeated in 2026!

There will be a similar event, this time concentrating on the local sports and leisure groups, on **19th July 2025**, at the Crawford Memorial Hall and sports courts/pitches etc.

Recommendation to note and to thank and congratulate the various groups that attended the event that made it such a success

RESOLVED to note the success and to congratulate the organisers

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 8i) COMMUNICATION STRATEGY WG REPORT AND RECOMMENDATIONS APRIL 2025

A meeting took place on Thursday 10th April 2025 @ 10.30 at Bidford Community Library

Attendants: Cllrs Barry and Haberton (Chairman)

Also present: Hilary Wren, Admin Assistance and Shaun Coward, Webmaster: they were invited for Item 1 – Website

Cllr Paterson had sent his apologies

In attendance: Mrs E Uggerloese, Clerk to the Parish Council

1. WEBSITE UPGRADE

It was agreed the current website was no longer fit for purpose; it was found to be “clunky” and difficult to navigate and was ready for a major renewal.

Various suggestions were put forward and, after much consideration the

Recommendation is for Council to approve:

- i. Upgrade of the website
- ii. Delegate the work to the Parish Council Officers and Webmaster, managed and overseen by the Communications Strategy WG
- iii. Final version to be circulated and approved by Full Council before it becomes operative

Item 8i) Communication Strategy WG Report & Recommendations April 2025

2. BREAKTHROUGH COMMUNICATION/EXTERNAL PROJECT

Report/Action plan had been circulated to members. Chairman suggested they studied it in depth and come back with any comments for Breakthrough Communications. Once the document had been agreed by the Communications Strategy, to be circulated to all Councillors for any further comments

Recommendation to note this is work in progress

3. CIVILITY AND RESPECT/INTERNAL PROJECT – DEBRIEF FOLLOWING SESSION WITH BECKY

The session was deemed to have been very successful and, hopefully, all members had pressed the “reset” button

It was felt that a further session could be arranged in 3 to 4 months time, to continue the development of good and productive internal communication.

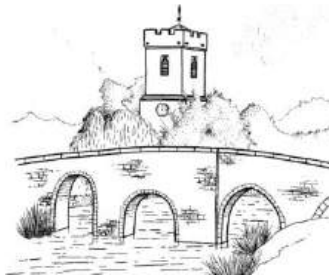
It was also felt that this WG should stress the importance of continuous training for Councillors and Staff, reminding them of its importance in this very fluid sector bearing in mind Councillors are elected volunteers and any training pertinent to the sector should be welcome.

There is an approved Training Policy available at <https://bidfordonavon-pc.gov.uk/wp-content/uploads/2024/08/Training-Policy-August-2024.pdf>

Recommendation to note

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 8iii) – FACILITIES WG - REPORT & RESOLUTIONS

APRIL 2025

A meeting took place on Wednesday 16th April 2025 @ 4.00 pm at Bidford Community Library.

Attendants: Cllrs Hiscocks (Chairman) Haberton and Hopcraft
Cllr Williams, Chairman of the Council also attended
Cllr Barry was present
Cllr Moore had sent her apologies
Mrs E Uggerloese – Clerk to the Parish Council

1. FLOATING PONTOON

This has been investigated in collaboration with Avon Navigation Trust
Images circulated.

Cost £5k

Following a telephone conversation with the pontoon company, it was agreed to hold a site visit on Wednesday 23rd April to ascertain location, requirements etc. before making a final recommendation at the Parish Council meeting

Following a site visit at which the ANT were present, it was agreed the floating pontoon to be placed at the end of the launching pad, west side. It was also suggested Kayak launch, connecting couplers be included.

A tree that had fallen into the river at the site, has been removed.

Recommendation to approve a maximum amount of £10,500 to cover the purchase and instalment of a floating pontoon offering the best options.

Item 8iii) FWG Report & Resolutions April 2025

2. BIG MEADOW

- i. **BBQ** – consider what can be done, if anything, regarding stopping banned BBQs
Visitor Guides have been contracted to help control this
It was agreed not much more could be done but monitor the situation
Recommendation to note
- ii. **Toilets** – work should be completed by 28th ~April – earlier if delivery of fixtures arrive by 24th April.
Portaloos in place to cover need
There may be a delay as issues have been uncovered during the work.
These will be addressed.
Recommendation to note

3. BOWLING CLUB

They have written to the Parish Council identifying a Health and Safety issue when members leave the club onto the narrow access road to the cemetery and allotments. They have requested the installation 2 x convex mirrors. Members should be aware that County Highways dislike these and don't install them as they distort size and distance: in the event of an accident, this may be raised against the Council. Highways Officer will be visiting the site with the Clerk and give advice.

One suggestion is for the fence to the right (south) of the entrance to be cut back as this will allow a better view.

Recommendation – following site visit with the Highways Officer, the recommendation is for a sign to be installed opposite the entrance to the Bowling Club, saying: "Please look both ways for oncoming vehicles".

4. LAND AT BROOM

This is a piece of land to the east of the weir which residents have offered to the Parish Council

It was agreed to arrange a visit to ensure there are no issues with the Parish Council taking over the land

Item 8iii) FWG Report & Resolutions April 2025

At the same time it was agreed to look at the land by the river to the west of the High Street to ensure it is safe for use.

Recommendation to note that both sites are to be visited

5. INCLUSIVE SWINGS FOR JUBILEE CLOSE AND MARLEIGH PARK

It was agreed to look into this and revert with options and prices

Recommendation to note

BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Item 8 iv) GRANTS WG – REPORT APRIL 2025

The requests were considered via email BY Full Council – this was due to the timing of the proposed events being critical and waiting for the Parish Council meeting of 28th April would be too late for applicants.

1. CRAWFORD MEMORIAL HALL

Disco Event on Saturday 10th May to celebrate VE Day with DJ and Buffet

Cost - £625

Grant request £625

RESOLVED to award the full grant

2. WARM HUB

VE Day Celebratory Lunch (2 courses) on Saturday 10th May

Cost £750

Grant request £250

RESOLVED to award the full grant

Item 8iv) Grants WG Report April 2025