

Upton Bishop Parish Council

Minutes of the meeting of Upton Bishop Parish Council

1. Held Virtual Meeting

Tuesday 3rd November 2020 at 7.00pm

Present: Councillors: Keith Cornwall (Chairman), Brian Spencer (Acting RFO), Paul Newman, Mike Robins, Cllr Alison Feist (Temporary Clerk), Hazel Strange, Stephen Strange and Chloe Rusby

In attendance: 4 members of the public.

2. Apologies: – Barry Durkin – he will be off for another month, we wish him a speedy recovery

3. Declaration of interests: - None

4. Adoption of Minutes of previous meetings:

Minutes from meeting 6th October 2020 – amended version accepted.

5. Public participation session:

5.1.1 Ward Councillor Barry Durkin was unavailable; no Ward report has been sent by HC.

5.1.2 Guy Cooper mentioned email had been sent to PC to which Keith had responded. He raised an increasing concern regarding the number of industrial units in the Parish. Keith thanked Guy for bringing to PC notice, it is only by Parishioners raising issues that we can continue to monitor and keep in check.

6. Traffic Calming – Balfour Beatty had approved that the three parishioners can complete the feasibility report that is being requested by them. Clerk Feist had spoken to Neil James, Locality Steward who approved our plan and we are now awaiting instructions from Balfour Beatty for next step. A model document is required on which to base the study. Cllr Spencer mentioned that, with recent road work at Weston Under Penyard, road signs had been put up stating the B4224 through Bromsash and Crow Hill was not suitable for HGV vehicles. Was agreed to forward details of this to HC as HGV use on a regular basis and during roadworks, HGV's were ignoring the road signs. Temp Clerk is also to contact the Police regarding the monitoring equipment to be fitted in the Parish, which was agreed at the end of 2019.

Councillor Harrington has agreed to attend the next meeting of the B4224 Strategy Group. Cllrs Cornwall and Spencer will report back at next meeting.

7. Update of Drainage Grant – No update as Barry Durkin was not at meeting. However, HC had sent communication that, as there is no proof (i.e. a completed form), they will not accept our consideration for drainage grant. Was agreed Clerk Feist was to write to HC again.

8. Land at Upton Crews - HMRC Land registry have responded stating a small piece of land that we are claiming is already owned and they also want PC to pay for a Highway search. PC agreed to proceed, and Clerk Feist was to prepare paperwork and ascertain costs and present at December meeting.

9. Entrance at Hill Top – Enforcement Officer had attended the site and stated there was no breach, HC are still reviewing our response and Chairman Cornwall stated that Locality Steward, Neil James had taken pictures to take back to HC

10. Planning

10.1 **P2023244/FH - Mayfield, Old Gore –** New block - No objections in principal however was agreed that there should be more detail before approval. Cllr Robins suggested that details on building finishes should be supplied and agreed before proceeding.

Upton Bishop Parish Council

Minutes of the meeting of Upton Bishop Parish Council

- 10.2 **P202021/F - change of use of caravan** – Defer until December as promised that new application was in the process of being presented if nothing presented that contact will be made with the Enforcement Officer.
11. **Meeting 7th September 2020 - PC** approved payment for the hire of the Hall in Ross for £14.00. Until Barry Durkin returns to work there is no update regarding the proposal of installing traffic lights at Old Gore crossroads which has been proposed by HC.
12. **Adoption of Phone Box at Crow Hill.** Parishioner Peter Fray proposed the £1 for payment of the phone box as a donation to the PC, PC agreed to accept this payment and thanked him.
13. **Finance**
- 13.1 **Financial Report 31st October 2020** – approved no issues.
- 13.2 **Bank reconciliation for 30th September 2020** – approved and Cllr Hazel Strange agreed to sign off statements.
- 13.3 **Precept for 2021** – Cllr Spencer presented the cost to Parishioners for the raising the precept, after discussion, there was a unanimous decision of raising by 2.5% which will mean an increase to Parishioners of between £0.05 and £0.15 per month on their council tax. This is what was agreed and even though money has been saved this year with no hall costs and no payment to temporary clerk, it was felt that it was important to ensure that there was monies in reserve account for future projects by the end of this tenure.
- 13.4 Councillors were asked to consider how money saved from no clerk and no hall costs could be used in the Parish. This figure would continue to increase by next May 2020 and could be in excess of £4,000. This would be deferred for further decision and if any Parishioners had any suggestions please contact the Clerk or join the next meeting to discuss.
- 13.5 **Approve payments – 12.5.1 Robert Cornwall £14.00**
13.5.2 no longer need to pay Peter Fray £1 and donation made to PC.
14. NDP – Clerk Feist confirmed several applications had been submitted under the Call for Sites. Documents have been sent to NDP Consultant. It was also confirmed that HC had written to applicants that had responded to HC call for sites for consent for copies to be forwarded to the consultant.
15. **Communication with Parish** – Clerk Feist said there had been comments about how to improve communications in the Parish. It was suggested and agreed to put article in the Chimes, offering Parishioners the facility of being added to the contact list for minutes when produced (parishioners to email clerk if they wish to be added to list). Contact details of parents of children to see whether the children of Parish can connect. When out walking or cycling to see whether someone else in the Parish would like to join them especially as it looks as if it could be a long winter ahead. It is hoped this will contribute to better wellbeing and provide individuals with someone to chat to.

Introduce adding local events to the PC agenda and minutes. E.g. The Parish recently had a Pumpkin competition, which was well supported and there are now posts about a Virtual Christmas Fayre, see Facebook and Website for details. Anyone with an event to notify Clerk if they wish it to be added to the minutes.

Olivia Boon has retired as the Church Warden from the Upton Bishop Church. We would all like to thank her for the hard work over her time and welcome Jane Ayres as her replacement.

Cllr Robins agreed to discuss with a young parishioner the possibility of starting a young persons' group.

Upton Bishop Parish Council
Minutes of the meeting of Upton Bishop Parish Council

16. Footpath Officer

Footpath Officer, Andy Parr said he had started looking at the issues of the Ash dye back and would continue next summer. He had sorted out the issue regarding footpath problem on the land of Jackie Irvine. He had approached HC about being on the pilot scheme for Footpaths.

17. Website Changes – Clerk Feist had obtained details of assistance from Fownhope and Claire Austin will obtain confirmation of the costs to complete the changes required to meet new regulations.

18. Paul Newman Declaration of Interest form - Cllr Newman's form has now been accepted by HC. This was a minor anomaly required by HC.

19. Next meeting, Tuesday 2nd December 2020 at 7pm

The Chairman closed the meeting at 8.30 pm.

SIGNED _____ DATE _____