

Butlers Marston Parish Council

Minutes of a meeting of the Parish Council held on **Wednesday 18th November 2020** at **7:30pm** via **Zoom video conferencing**

Present: Cllr Young, Cllr Corpe, Cllr Mitchell-Hilton, Cllr Forsyth, The Clerk.

In attendance: District Cllr Mills and 2 members of the public.

- 10. Apologies for absence** – County Cllr Williams, Cllr Crockett.
- 11. Members declarations of interest for items on the agenda** – None.
- 12. Public participation session** – None.
- 13. To approve the minutes of the Parish Council (PC) meeting held on 7th October 2020** – The minutes were proposed, agreed and duly signed.
- 14. Proposal to adopt the General Power of Competence (GPC) with immediate effect due to the Parish Council now being eligible for this power due to having more than 2/3 of elected councillors and a CiLCA qualified Clerk** - Proposed and agreed.
- 15. Outstanding matters/actions from previous meetings**
 - 15.1 Update to bank account signatories - The mandate change requested has been completed. The Clerk and Cllr Young have access to online banking. Cllr Mitchell-Hilton has completed the forms to request online access. **Cllr Crockett to provide details to Clerk to be added as a signatory.**
 - 15.2 Update on bus shelter – Cllr Corpe has requested a sample of the proposed material to be used on the bus shelter a number of times but has still not received anything. **Cllr Corpe to continue to chase this up.** It was noted that there are an increasing number of books and other items such as luggage being left in the bus shelter and it is a concern that it is becoming a bit of a dumping ground. There are also concerns about whether the insurance would cover the bus shelter in the event of vandalism due to the additional risk of such activity created by the additional items in the bus shelter. A parishioner has volunteered to be part of a group to monitor the items in the bus shelter and remove those that have been in there for sometime and donate them to a local charity shop. The councillors agreed that a group would be very helpful and they will support the parishioner in finding other volunteers. **Clerk to contact insurer to check what the position is in relation to the bus shelter also being used for exchange of items.**
- 16. Correspondence**
 - i) Request from the Shipston Health & Wellbeing Partnership for PC support in obtaining information about the needs of the elderly in the parish to help inform the start up of a new service to support the elderly – It was proposed and agreed that Cllr Young should liaise with the Shipston Health & Wellbeing Partnership about how the PC can support them with this. **Cllr Young should go ahead with any actions necessary to support this provided there is no cost to the council.**
 - ii) Consideration of response to the SDC Site Allocations Plan Preferred Options Consultation taking account of the water treatment concerns highlighted in correspondence received from Pillerton Hersey PC – Severn Trent have advised that they have capacity for 23 more houses with a house capacity estimate of 2.5 which is unlikely to be enough for the size of houses that are planned within Butlers Marston and neighbouring parishes. It was agreed that the PC should submit a response to the consultation raising concerns about the water issues. **Clerk to respond to Pillerton Hersey PC advising them that the PC will be making a**

Signed by Chairman

response based on the information they have provided. Clerk to put in a Freedom of Information Request with Severn Trent asking for details about the number of complaints they have received in relation to the sewage treatment plant overflowing and leaking. It was agreed that parishioners should be made aware of the possible implications of the Site Allocations Plan. Cllr Corpe to put together a note for parishioners to go in the newsletter and on Facebook.

- iii) Request from Kineton PC to enter into discussions with them and other neighbouring parishes about the devolvement of council services to PCs if a Unitary Authority is formed in this area – It was agreed that the PC would like to be part of these discussions. **Clerk to contact Kineton PC to request that they include BMPC in any communication re meetings to discuss this.**

17. Finance

- i) Confirmation of the bank balance as at 12.11.20 of £1877.83 – Cllr Young confirmed that she has checked the balances and those stated are correct.
- ii) Proposal to register with the Information Commissioner’s Office due to GDPR requirements at a cost of £35 per year to be paid by Direct Debit – Proposed and agreed.
- iii) To approve payments made since the last meeting using delegated powers: Proposed and agreed.

12.10.20	000530	Kirsty Buttle	Salary September and October	£162.40
12.10.20	000528	HMRC	Tax Sep and October	£40.40
13.10.20	000531	BHIB	Annual PC Insurance	£211.21
13.10.20	000532	Kirsty Buttle	Stationery expenses	£11.94

- iv) Proposal to make the following payments: Proposed and agreed.

Kirsty Buttle	November Salary	£81.00
HMRC	HMRC	£20.40

- v) To note the following receipts: Noted.

28.09.20	SDC	Precept	£1,050.00
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18. Proposal to adopt the following documents: Proposed and agreed.

- a. Risk Assessment
- b. Standing Orders
- c. Financial Regulations
- d. Complaints Policy
- e. Communication Policy
- f. Social Media Policy

19. Planning applications received - None

20. Planning decisions received

20/01240/FUL - 3 Bank View, Butlers Marston. Single storey extension at rear of existing property, creating a bedroom and disabled wetroom. **Approved.**

21. Information exchange

A Cllr advised the Clerk that the bus shelter is sited on a corner and it is not often used by parishioners as they can’t see the bus from the shelter. The PC have previously asked Highways for permission to move the bus shelter to the old school site on the straight section but no response has been received to date. Highways had agreed to do a site survey but this was put on hold due to

Chairman.....

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COVID-19. **Clerk to contact Highways to see where they are with this and to suggest another possible site (details to be received from Cllr Corpe).**

Concerns have been raised about speeding, particularly as there is more traffic at the moment with the diversion around Kineton in place. **Cllr Mitchell-Hilton to contact Kineton PC to enquire about the possibility of hiring their speed signs.**

Traffic measures including dragons teeth were put in to slow traffic down in 2001 but these are no longer there due to the road having been resurfaced. **Clerk to contact Highways to ask if these can be reinstated.**

Tree survey – **Cllr Forsyth to obtain quotations for a tree safety survey on all trees owned by the PC.**

Reports from District Cllr Mills and County Cllr Williams can be found on the PC website with the minutes.

Date of next meeting – 19th January 2021 @ 7:30pm

Meeting closed @ 8:36pm

Signed: Date.....

Chairman.....