**DRAFT MINUTES OF A VIRTUAL ORDINARY MEETING OF BISHOPS TACHBROOK PARISH COUNCIL ON 7TH MAY 2020 AT 6.30PM**

**PRESENT**: Councillors: M. Greene (Chairman), C. Brewster (until 7.21pm), R. Bullen (until 7.24pm), L. Carter, S. Deely, M. Drew, C. Herbert, K. Wellsted (until 7.21pm), District Cllr. A. Day (from 6.43pm until 7.19pm)

**1. Apologies for absence**

No apologies were received.

**2. Declarations of Interest**

Cllr. Wellsted declared a pecuniary interest in item 11(iii) as the applicant. Cllrs Brewster and Bullen declared pecuniary interests in item 11(iii) as nearby neighbours.

**3. Acceptance of the minutes of the previous meeting (April)**

The clerk had circulated the draft minutes prior to the meeting. Cllr. Drew proposed that the minutes be approved, seconded Cllr. Bullen and carried unanimously. The Chairman agreed to sign the minutes at a later date.

**4. Financial Administration**

(i) Bank balances

The following bank balances were reported:

Current Account - £249,223.62

Investment Account - £63,491.19

The clerk confirmed that we have received £54,500 being the first payment towards our precept of £109,000.

(ii) CIL payment update

The clerk confirmed that no CIL payments have been received to date. She is awaiting a response from the District Council on a CIL payment schedule.

(iii) Warwick Rural West grant

The clerk confirmed that £2000 has been received.

(iv) Passing of following accounts for payment:

The clerk explained that the WALC subscription payment now includes VAT totalling £113.80 which we can reclaim. However, it will keep increasing as it is based on the number of electors.

**RESOLVED: that the following accounts be approved for payment (proposed Cllr. Brewster, seconded Cllr. Bullen) and carried unanimously**

Mrs. C. Hill - Clerk’s gross salary; May

 Mr. A. Gandy – grass cutting (April) - £420.00

 WALC – annual subscription - £966.80

**5. Covid-19**

(i) Response to situation to date

Cllr. Wellsted reported that he has responded to a couple of messages. Cllr. Herbert said that she dealt with a situation whereby a resident had received a meat box from Warwick District Council instead of a vegetarian box. We seem to be getting a number of messages that aren’t parish council related.

6.43pm District Cllr. Day joins the meeting.

Cllr. Herbert proposed that we contact volunteers and residents requiring assistance to ensure that everyone is getting on OK. The clerk said that she would send emails.

(ii) Plan for the coming fortnight

It was agreed that there would be no changes to the way the Parish Council has operated.

**6. Reports from County and District Councillors**

District Cllr. Day briefly updated the meeting. The shielding hub is continuing to operate. Some residents might get 2 food boxes. If this happens the second box can be taken to the foodbank. The District Council has just had their first fortnightly meeting. The first planning committee meeting will be later this month. The waste and recycling sites will be opening on 18th May.

The District Council is planning for recovery. They are anticipating that it will take 5 to 6 months for the economy to recover. They are supporting community organisations as well as churches. The Council has good reserves but it will be between 20 to 25% below budgeted income generation.

**7. Chairman’s Matters**

(i) To receive report

The Chairman reported that Oakley Wood Road vegetation needs cutting by the cycleway. There are a lot of residents out walking and this route is very popular. The clerk to contact the District and County Councils.

Kingsley Road to the Meadow footpath requires cutting. It was agreed that the quickest way to get this cut would be to contact our local contractor. Cllr. Wellsted agreed to contact him.

**8. Traffic and Road Community Safety**

(i) To receive report

Cllr. Carter reported that, following a request to Inspector Kettle for a police presence in the parish to deter extreme speeding, patrols have been seen.

**9. Neighbourhood Plan**

(i) To receive report

The clerk reported that she has received a request from Groundwork for an end of year report in respect of the grant. She has asked if we could have an extension because of the current situation. Cllr. Wellsted reported that the District Council have permission to carry out the consultation on-line. The District Council is currently arranging this. There will be no referendums or elections until May 2021.

(ii) To agree projects for CIL

Cllr. Wellsted explained that the top 5 priorities are to do with traffic. Councillors to look at the priorities.

**10. Amenities Matters**

(i) Allotment issues

The clerk reported that Mare’s Tail has been reported by the allotments on the plot behind the storage building. Cllr. Bullen said that he has written into the contractor’s contract for this area to be sprayed. He will discuss a date with the contractor. The clerk further reported that a new ballcock has been purchased at a cost of £5.

(ii) Heathcote Park bus shelter

Councillors agreed that this project should move forward as soon as the County Council has cleared the vegetation. The shelter should be the same design as the one opposite. The clerk to progress.

7.19pm District Cllr. Day leaves the meeting.

**11. Planning Matters**

(i) Planning notice 20/0338 – 46 Waterton Way; granted

Noted.

(ii) Planning application 20/0534 – 1 Shylock Grove

Councillors agreed not to raise any objections or comments.

7.21pm Cllrs. Brewster and Wellsted leave the meeting.

(iii) Planning application 20/0501 – 8 Savages Close

Cllr. Bullen explained the background to the previous applications and then left the meeting at 7.24pm.

Cllr. Deely proposed that councillors support this application as it meets an unmet housing need in the community and the previous matter raised by the inspector has been dealt with. The Chairman seconded the application and it was carried unanimously.

**12. Date of next meeting**

Thursday, 21st May 2020.

The Chairman closed the meeting at 7.35pm.