**DRAFT MINUTES OF A VIRTUAL ORDINARY MEETING OF BISHOPS TACHBROOK PARISH COUNCIL ON 20TH AUGUST 2020 AT 6.30PM**

**Present**: Councillors: M. Greene (Chairman), R. Bullen, L. Carter, M. Drew, C. Herbert, District Cllr. A. Day (until 7.32pm).

The Chairman asked the meeting if District Cllr. Day could provide us with a brief update. There were no objections.

District Cllr. Day reported that the County Council has published a paper on devolution. The Parish Council will be consulted. The consultation will start at the end of September.

**1. Apologies for absence**

Cllrs. Brewster (holiday), Deely (holiday), Wellsted (holiday), County Cllr. L. Caborn and District Cllr. D. Norris.

**2. Declarations of interest**

The Chairman declared a pecuniary interest in item 3(i) and 3(vi) as the company is a client of his employer.

The Chairman did not take part in this discussion. Cllr. Carter took the Chair.

**3. Financial/Administration**

(i) To consider increasing the assets cover on our insurance policy for the new play equipment at a cost of £340.92

The clerk explained that this additional cover is for the new equipment and surfacing and provides cover for vandalism and accidental damage. Cllr. Herbert proposed with accept this quote, seconded Cllr. Bullen and carried unanimously.

The Chairman returned to the meeting and took the Chair.

(ii) Play area opening update

The play area is open. The clerk confirmed that Covid-19 notices have been erected. There is also a general notice with contact details. At the moment smoking, dogs and glass bottles are prohibited from the area. Councillors to let the clerk know if anything else should be added. The working party has agreed to move a litter bin into the area. Hags are looking at fitting a new spring on the old gate. The adjustment to the side of the slide has been made by Hags. The mole issue will be addressed once the children return to school. Our grass maintenance contractor has been given a key to the double gates on the play area. Councillors agreed that the clerk could sign the handover form.

(iii) Sports and Social Club lease update

The Chairman and Cllr. Herbert met with representatives from the Sports and Social Club. The meeting was briefly updated. Councillors were in agreement for keeping the rent low if community groups are going to be allowed to use the facilities at minimum cost. Other issues were briefly discussed and it was agreed that the Chairman would seek advice from our solicitor.

(iv) Car park and sports and social club driveway update

The Chairman and Cllr. Herbert reported that they had shown the 3 options to the Club representatives. Their concern is access to the Meadow. Cllr. Herbert to take forward with the design consultant.

(v) Update on country park transfer progress

District Cllr. Day reported that Cllr. Deely will be appointed as Chairman of the Project Board. A project management company has been appointed and they will also undertake other projects on behalf of the parish council. The Chairman reiterated that our solicitors are concerned that the transfer hasn’t yet taken place.

7.32pm District Cllr. Day and the Chairman leave the meeting. Cllr. Carter takes the Chair.

(vi) Passing of following accounts for payment:

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

 Hags-Smp Ltd. – play equipment - £174,380.02

 Zurich Municipal – insurance cover for play equipment - £340.92

7.34pm The Chairman returns to the meeting and takes the Chair.

**4. Planning Matters**

Cllr. Carter updated the meeting on a discussion with the developer regarding our concerns with the Seven Acre Close development. The developer will ensure that wheels are jet washed before leaving the site and they will provide signage to stop vehicles from driving through the village. They are unable to limit all site deliveries to arriving after 9.30am but will try to where possible.

(i) Planning application 20/1000 – Middle Farm, Oakley Wood Road

Concern was expressed regarding the suitability of the private single track to the development to be able to cope with an increased number of vehicles and whether this application complies with the Local Plan. Cllr. Bullen proposed that we object to the application, seconded Cllr. Drew and carried unanimously.

(ii) Parish Masterplan

September agenda.

**5. Climate Action Group**

Cllr. Drew reported that the first virtual meeting has taken place. They are going to launch the initiative with a competition. Details will be put in the magazine.

**6. Amenities Matters**

(i) Fires on the allotments

This matter was discussed and it was agreed that this is an issue in other parts of the parish as well as from the allotments. A note will be placed in the magazine.

(ii) Oakley Meadow update

The minutes from the meeting the Chairman and clerk had with the management company and Bloors have not been produced. The clerk to type up the action points from this meeting and circulate to councillors.

(iii) Fallen tree on the Meadow

Thanks to a local resident this was removed promptly.

**7. Date of next meeting**

10th September 2020.

The Chairman closed the meeting at 8.05pm.