

BODICOTE PARISH COUNCIL
MINUTES OF A PARISH COUNCIL MEETING
HELD ON WEDNESDAY, 19th JUNE 2024
AT 7.15PM AT CHURCH HOUSE

PRESENT: Cllrs. J. Washburn, A. Conley, C. Elmitt, R. Pattenden, J. Sacha and J. Slade

Christine Coles (Parish Clerk)

24/62. To receive apologies

Cllr Hingley (personal), Cllr Blakeway and Cllr Watts (personal)

24/63. Public session

No members of the public were present.

24/64. To receive Declarations of Interest under the Council's Code of Conduct relating to business on the agenda

No interests were declared.

24/65. Acceptance of the minutes of the last meetings held on 15th May and 30th May 2024

The minutes of the last two meetings were approved and signed.

24/66. Matters Arising from the previous minutes

- Transfer of the Cotefield Site – There is no further news.

24/67. County Council and District Council matters

Cllr. Pattenden noted it has been a busy time. He is learning his own portfolios, Healthy Communities, Sporting Assets and Healthy Living. The Mill Arts Centre, which is owned by OCC and leased to CDC requires internal work. All the theatre activity is taking place at Woodgreen Leisure Centre but Indoor Bowls starts on 1st September. Work is ongoing with the Local Plan.

Cllr Sacha asked if there is any possibility the boundary change can be looked at. It is hoped it can and the Parish Council agreed to help where they can.

24/68a. Planning matters; New applications

- *24/01546/TPO, T1 - Yew Tree - crown lift it by 2M and trim back where it has overgrown onto Weeping Cross to provide clearance of 2 metres. T2 - Horse Chestnut Tree - crown lift it by 2M and trim back where it has overgrown onto Weeping Cross to provide clearance of 2 metres. Subject to TPO 27/1996 at 110 Oxford Road. It was agreed to support as long as the work is done professionally.*

Signed

Dated 17th July 2024

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24/68b. Planning matters; determined

- 24/00177/F and 24/00178/LB, Demolition of the rear extension. Remove non-historic windows and doors and supply appropriate replacements. Minor alterations to the layout on the original ground floor relating to C20 additions. Minor alterations to the layout of the first floor to C20 additions. Addition of a new rear extension incorporating the rebuilt outhouse. Addition of an upstairs bathroom. Relocation of stairs. Replacement of modern corrugated roof of outhouse with slate. Reopening historical rear access, currently comprising a cupboard at Reapers Cottage, 15 High Street. Granted by CDC.
- 24/00995/F, Variation of Conditions 2 (plans) and 6 (abutment of ridges) of 23/00785/F - Condition 2 - amended drawings to show a reduced width of side extension and a flat roofed single storey rear extension with lantern lights and flue, and amendments to fenestration; Condition 6 - Abutment of ridges - to be removed as the design no longer has an abutment detail at Hazelle, Goose Lane. Granted by CDC.
- 23/03576/F, Creation of an annexe as follows: Extension to end of existing bungalow; raising of existing roof with loft conversion and box dormer to rear aspect; part conversion of the existing dwelling below for shared facilities (resubmission of 23/01807/F) and double garage at Windrush, Austin Road. Granted by CDC.
- 24/00774/TPO, T1 - (Sycamore) - Crown reduction of the sycamore south of the garage by up to 3 metres, and removal of all deadwood 25mm or greater from the crown T2 (Holly) - Crown lifting the holly along the south boundary to approximately 5 metres above ground level at Bicawi, Weeping Cross. Granted by CDC.

24/68c. Other planning

No other planning matters were discussed.

24/69a. Financial/administration report

- To note bank balances

The total in the accounts is	£105,715.49
Business Premium Account	£26,609.06
Community Account	£218.00
Business Premium Account	£78,888.43
Business Premium Account (Bodfest)	£23,839.79

- To receive an update on the sale of the ransom strip on Weeping Cross/The Rydes. The sale is nearly complete and the money should be transferred soon.
- To agree the next date for the newsletter. It was agreed to write a newsletter for distribution at the end of July.
- To agree the Terms of Reference for the allocation of the Bodfest money. The TOR were distributed too late for consideration at this meeting. To be carried forward to the July meeting.

24/69b. Annual Governance Accountability Return (AGAR) for year ending 31st March 2024
The internal audit has been carried out. All documents were circulated to Councillors.

i. *To approve and sign Section 1*

Section 1 was approved and signed.

ii. *To approve and sign Section 2*

Section 2 was approved and signed.

Action: The Parish Clerk to return the information to the External Auditor before 30th June and place the documents on the website and notice-board.

24/69c. Passing of invoices for payment

Cllr. Slade proposed that the following accounts be approved for payment, seconded by Cllr. Conley and carried unanimously. **IT WAS RESOLVED** that these payments be made

- £44.00 to Parish Clerk (SLCC membership)
- Salary To Parish Clerk and tax
- £70.00 to J Gardner (bedding plants)
- £79.37 to Microshade Business Consultants Ltd (emails)
- £356.40 to Smith of Derby (repair of clock)
- £78.75 to Mrs P Evett (litter picking)
- £2035.28 to Thomas Fox Landscaping (cuts 2 and 3)
- £2408.98 to Thomas Fox Landscaping (cuts 4 and 5)
- £420.00 to Prysebros Ltd (weed control)
- £85.97 to Microshade Business Consultants Ltd (emails)
- £90.00 to Vision ICT (website)
- £1074.01 to Clear Insurance Management (insurance renewal)
- £2040.00 to Nicholson Nurseries Ltd (Tree Survey)

24/70. To receive the following correspondence

- Villager, TPO's on trees at Bodicote House. Although this subject has been mentioned lots of times, the Parish Council have not written one letter to ask for TPO's to be put on trees of amenity value. It was agreed a letter should be written.

Action: The Parish to draft a letter to be sent to CDC Planning.

24/71. Environment Matters

The following report was received from the Environment meeting
Roads, footpaths and pavements – The cutting down of the hedge on Wykham Lane is a breach of the Wild Life and Countryside Act. They have planted the other side of the new fence but it is full of weeds.

Action: Cllr Pattenden to chase CDC.

Village buses and shelters – There is no interest for village representation liaising with OCC about changes and updates to the bus service.

Possible projects for developer contributions – Councillors to continue thinking of ideas and making a list.

Action: It was agreed that the Chair should contact the Estate Agent about the sale of the Spice Room.

Grass Cutting - Complaints have been received about cutting in the cemetery and Town Furlong. A meeting will be arranged with the head of Thomas Fox to discuss the contract.

Flyover land – It has not been mown. It was thought the agreement was twice a year. It has been suggested to hang bird boxes here and possibly at Church House.

Action: The Parish Clerk to check the contract.

Flower Beds – The bed on Wykham Lane has been planted and is looking nice.

Action: The Parish Clerk to send a thank you letter to Lynette Langley.

Litter picking and bins - There is no news on the transfer of the Cotefield site. Three litter bins and three dog bins could be ordered and delivered to Thomas Fox pending the transfer.

Action: To be discussed at the July meeting.

Seating – A quote from Thomas Fox has been received and accepted to remove the bench at the top of Broad Gap. A replacement is to be chosen and price agreed at the July meeting.

Action: The Parish Clerk to circulate prices and designs.

Town Furlong – One amalanchier is not sprouting and will need replacing in the Autumn.

Action: The Parish Clerk to get a price for a replacement tree.

Churchyard matters – The yew tree is the responsibility of the church. The removal of the ivy is in the Thomas Fox contract.

Cemetery matters – Some graves are not being tended and items need to be removed. Weeding is required around the edge of the car park.

Public Rights of Way - The footpath from Salt Way to Wykham Lane was temporarily diverted by the developer. It has not been re-instated.

Action: The Parish Clerk to write to the developer for an update.

Weeping Cross Memorial – The repair work is complete.

Trees – The Coronation Tree has been planted on Kingsfield. A photo is required with Councillors for the next newsletter. A replacement Rowan tree is to be ordered for the Rydes for Autumn. Cllr Sacha to draw up a plan for replacement trees for the Keyser Road/Molyneux Drive junction. Some surplus trees from the cemetery may be used. The wildflower meadow query with the developer is still outstanding.

Council Village Walk – A new date of 21st August for a walk has been agreed.

Preparing for Winter 2024/25 – This is ongoing. The siting of a new shed has been approved by Bodicote Welfare Fund and will be placed in the village hall car park. The choice of shed and ordering is outstanding. The Parish Council to find a person to help with spreading salt in the winter.

Climate Change – There are four bird boxes in store awaiting placement next Spring. Swift Boxes were discussed and whether more should be ordered. The Open Gardens was a great event, well attended and raised £2300.00 for charities. Air Quality Monitoring Equipment was discussed. *Action: Cllr Pattenden to find out contact details to borrow the equipment. The Parish Clerk to write to Mr Tipping to ask more about swift boxes.*

Park End Ownership – There is no further news on the outstanding invoice for grass cutting and taking over an area of land.

The following matters were discussed in more detail

- Beehive set up and costs (details circulated). The cost to supply and manage the hive is £600.00 for one years sponsorship and management fee. It will be placed in one corner of the cemetery. It was agreed it was a good idea and the cost was agreed. A poster will be put up to notify people who visit the cemetery. *Action: Cllr Slade to design a poster.*
- Completion of the Tree Survey – A full and thorough tree survey has been carried out by Nicholson Nurseries. Cllr Sacha has reviewed the survey. *Action: The Parish Clerk to circulate the survey to Councillors.*
- Adding additional work to the existing contract with Thomas Fox Landscaping. A meeting will be arranged with Thomas Fox to discuss the current contract and complaints received.
- Taking part in Big Green Week and Artweeks in 2025. It was agreed the Parish Council should support these two events next year.
- To receive an update on the village gates. Councillors are to measure for new village gates and the Parish Clerk will get a price.

It is hoped more people can attend the Environment meetings. A note will be put in the newsletter.

24/72. Matters for consideration at the next meeting

- To approve the next newsletter proof
- To receive an update on when the village will get the speed equipment
- To receive an update on village gates

24/73. To note dates for next meetings

Monday 15th July 2024 6.15pm – Environment meeting

Wednesday 17th July 2024 7.15pm – Parish Council meeting

Meeting finished at 8.45pm.

Signed

Dated 17th July 2024

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