



**Bishton Community Council
Ordinary Meeting 1830 – 2100
Wednesday 10th April 2024
Bishton Village Hall**

MINUTES

The meeting started at 1830

1. Attendance

John Davies, Andrew Cork, Carol Cork, Chelsea Powell, John Hall, Rachael Stephens, Cherie Hall, Samantha Voaden-Miller, Richard Stokes,

Gill Gatland, Marjorie Devlin, Geoff Devlin, Ben Webber

2x PCSO Officers

2. Apologies

Pamela Davies

3. Declarations of interest

John Hall and Samantha Voaden-Miller allotments

4. Announcements

PCSOs attended the meeting with a breakdown of the most recent Police Report. The Report was not received for circulation prior to the meeting but this will be done going forward.

Andrew Cork reported that there has been a recent increase of drivers in Underwood driving the incorrect way through the one-way system.

5. Public participation (Limited to 20 Minutes)

- a. Bishton Village Hall Report
 - i. Confirm receipt of final report from BVHA
Resolved: No report submitted.
 - ii. Confirm final payment of fees from BVHA.
Resolved: Final BVHA payments for hall bookings have been received.
- b. Questions from Members of Public (please submit to Clerk prior to meeting)
 - i. Previous questions have not been submitted.

- ii. Ben Webber took the time to explain the details involved with the two planning applications set out below. The Council wishes to thank him for taking the time to do this.
- iii. Jill Gatland asked ‘how long the allotments would be policed’ – referring to the fact that BCC carries out site inspections of the allotment as part of its management required. It was explained that BCC are the managers of the allotment site and would continue to carry out inspections to ensure that allotments were being used correctly.
- c. City Councillor Participation
 - i. City Councillors were not present this evening.

6. Approve Minutes from Ordinary Meeting

- a. Ordinary Meeting held on March 13th, 2024.
 - i. Resolved: Agreed as correct. Proposed by Andrew Cork and seconded by Samantha Voaden-Miller
- b. F&P Meeting held on 25th March 2024
 - i. Resolved: Agreed as correct. Proposed by Andrew Cork and seconded by John Hall

7. Action Points & Clerk Report

- a. Quotations requested for the replacement of matting at the play park and 2x wooden beams on the bench.
- b. Annual Park Inspection to be carried out.
- c. Litter pick carried out.
- d. Heater safety Grilles fitted at Bishton by John H and Clerk.
- e. Election bookings made for the UCC / BVH
- f. Signs for the allotment have been ordered.
- g. New heater for BVH toilet has been fitted.
- h. New vacuum cleaner bought for BVH.
- i. Website meeting taken place to establish site map and initial layout.
- j. Terms of Hire documents prepared for UCC and BVH.
- k. New and revised draft policies prepared for 2024/2025.

8. Finance & Procedure

- a. Review and agree bank reconciliation for March 2024
 - i. Resolved: Proposed by Andrew Cork seconded by Cherie Hall
- b. Review and agree policies as discussed at last F&P Meeting
 - i. Allotment Management Policy
 - 1. Resolved: Agreed by Council to enact for 2024.
 - ii. Revised Standing Orders
 - 1. Resolved: Agreed by Council to enact for 2024.
 - iii. Public Participation Policy
 - 1. Resolved: Agreed by Council to enact for 2024.
 - iv. Safeguarding Policy
 - 1. Councillor Chelsea Powell happy to be POC for Safeguarding for 2024/2025.
 - 2. Resolved: Agreed by Council to enact for 2024.
- c. **Ratify hall hire terms & conditions.**

- i. Underwood Community Centre
 - 1. Agreed by Council to enact for 2024
- ii. Bishton Village Hall
 - 1. Agreed by Council to enact for 2024

9. Underwood, Bishton & Wilcrick

- a. Note outcome of litter pick.
 - i. The weather was good for the litter pick, Councillors covered the estate and collected around 15/16 sacks of litter. This was picked up within a couple of days by NCC along with the fly-tipped rubbish at the lorry park. Tea and coffee were provided by The Clerk. The Council will look to arrange another litter pick.
- b. Call out for information for website.
 - i. Clerk asked Councillors and members of public to let him know if there is any specific community information or sign-posting that should be included on the council website. If you are part of a community organisation that would like to be included on the site, please contact the clerk.
- c. Agree quotation for photograph service for website / councillors.
 - i. One quotation received for £1,000. John Davies said that a member of the community has expressed an interest in taking photographs for the new website including some drone footage.

10. Planning

- a. Confirm receipt of latest planning decision notice list
- b. 24/0270 – application to vary condition of existing track affecting a public right of way – Noted with no comments.
- c. 24/0269 – Noted and no comments made.

11. Date and location of next meeting. Wednesday 8th May 2024 at Underwood Community Centre

Meeting ended at 1947