

# NOTICE

## Birlingham Parish Council

June Hiden, Lamorna, Broadway Road, Birlingham  
birlingham\_clerk@yahoo.co.uk

### To Members of Birlingham Parish Council

**You are duly summoned to attend the next meeting of Birlingham Parish Council**  
to be held at

**7.00pm**  
On

**Wednesday 18 November 2020**

By videoconferencing \*

## Agenda

Welcome

Present

- 1) **Apologies:** To receive apologies and to approve reasons for absence.
- 2) **Declarations of Interest** \*\*
  - a) Register of Interests: Councillors are reminded of the need to update their register of interests.
  - b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
  - c) To declare any Other Disclosable Interests in items on the agenda and their nature.
  - d) Written requests for the Council to grant a dispensation (S33 of the Localism Act 2011) are to be with the Clerk at least four clear days prior to a meeting.

- 3) **Minutes of the previous meeting**

To consider the approval of the minutes of the meeting held on 16 September 2020. (Attached)

### **Democratic Opening**

The meeting is adjourned for Public Question Time. Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. This is also a time where Councillors can raise items for future agendas.

- 4) **Progress Reports:**

for information

- a. Footpath Warden
- b. Tree Warden
- c. District Councillor (if not present request written report)
- d. County Councillor (if not present request written report)
- e. Clerk

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### 5) Planning

- a. Report on outstanding planning applications
- b. Applications granted/refused#
- c. Other applications
- d. Enforcement

### 6) Financial Matters

#### a. The Accounts for 2020/2021

##### i) Bank balance

##### ii) Receipts

- i. £3,324.00 – Wychavon District Council (Grant £89 and precept £3235)
- ii. £135.00 – Worcestershire County Council
- iii. £255.00 – Worcestershire County Council

##### iii) Payments agreed: –

- i. £145.00 – PAYE (July, August, September)
- ii. £580.00 – Clerks salary (July, August, September – rate agreed and increased July 2020)
- iii. £135.00 – Lengthsman July
- iv. £255.00 – Lengthsman August

#### b. Future payments for consideration

- i. £104.28 – Clerks expenses (July, August, September)
- ii. £939.84 – SmartWater (£783.20 + £156.64 VAT) (£500 grant received May 2020)
- iii. £240.00 – Lengthsman September
- iv. £135.00 – Lengthsman October
- v. £145.00 – PAYE (October, November, December)

#### c. Budget setting: A pre-budget meeting has been held (12/11/20). Consideration to be given to the following:

To commence with discussion on level of balances it is appropriate for the Council to hold.

- Precept request / application to be considered for January submission

Included discussion–

- Clerks pay, PAYE and expenses – quarterly payments as per financial year and in line with RTI
- Charities
- Car allowance – 40 pence per mile (Adoption of Local Authorities (Members' Allowances) (England) Regulations 2003)
- Insurance due in May
- Projects
- CALC's fees – consider any increase in subscriptions
- Village Hall charges
- Training

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- Provisions:
  - Plane tree
  - Election
  - Community

Lengthsman (Worcestershire County Council set target)  
Footpath Warden – budget comes through WCC

### 7) **SmartWater**

Report by Councillor Aston.

Grant received from County Councillor £550 (May 2020). Grant of 25% of kits plus signage received from Police and Crime Commissioner "We Don't Buy Crime" fund. Parish Council 'Project Provision'.

### 8) **Millennium Bench**

Update by Councillor Cook.

### 9) **Flooding and drainage**

Any update on flooding issues at the following locations:

A4104 (Pershore to Upton upon Severn road) – above The Marina  
Hills Cottage / Upper End  
The Old Coach House – manhole

### 10) **Remembrance** \*\*\*

Report by Councillor Yates. Covid restrictions - services, wreath laying.

### 11) **Broadway Road**

Update by Councillor Luff.

### 12) **Litter Pick**

Report by Councillor Aston.

### 13) **Car by the Manor House**

Complaint.

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### 14) Councillors' reports and items for future agenda

Subject / Objective	Person Responsible for taking forward	Update/Actions
1) SWDP Parish and Town Council Briefing	Julia Luff	Update
2) Parish and Town Council event	Ian Yates	Update

Any other items.

### 15) Date of next ordinary meeting

To confirm the date of the next ordinary meeting which is scheduled for Wednesday 20 January 2021 at 7.00pm.

Members of the public and press are cordially invited to be present at the above meeting

\*\* Councillors who have declared a Disclosable Pecuniary Interest, or Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items

Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence.

Signed

*June Hiden*

June Hiden  
Clerk to Birlingham Parish Council

Date: 12 November 2020

### \* **Nalc – 2 November 2020**

National restrictions from 5 November - Applies to England

COVID-19 case numbers are rising rapidly across the whole of the UK and in other countries. We must act now to control the spread of the virus. The single most important action we can all take to fight coronavirus is to stay at home, to protect the NHS and save lives.

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When we reduce our day-to-day contact with other people, we reduce the spread of the infection. That is why, from Thursday 5 November until Wednesday 2 December, you must:

1. Stay at home, except for specific purposes.
2. Avoid meeting people you do not live with, except for specific purposes.
3. Close certain businesses and venues.

These new measures will reduce the growth rate of the virus, which will:

- prevent the NHS from being overwhelmed
- ensure schools, colleges and universities can stay open
- ensure that as many people as possible can continue to work

On Thursday 5 November, these national restrictions replaced the Local Covid Alert Level measures.

The new measures will apply nationally for four weeks up to and including Wednesday 2 December. At the end of that period, we will return to a regional approach, based on the latest data.

### \* **Nalc – 9 November 2020**

Chief executive's bulletin

New national restrictions

As we enter a second national lockdown, I want to again thank everyone in our sector for what they've done so far. Local (parish and town) councils are well placed to again step up and play their part in supporting our communities through this challenging time for everyone. Please do take care of yourselves, councillors and colleagues. This includes not going to the office unless absolutely necessary, and **NALC still strongly discourages councils from meeting face to face** – do read our statement on our dedicated [coronavirus webpage](#) and guidance on [holding remote meetings](#).

\*\*\* Remembrance

28 October 2020 – Birlingham News

### **Remembrance Service, Wednesday 11th November**

Due to the current COVID-19 restrictions, the Parochial Church Council and Birlingham Parish Council have sought guidance on holding a remembrance event this year. Official guidance from the Government is available on-line and Wychavon District Council has issued its own guidance; Services should not be open to the public and attendance should ideally be restricted to a maximum of six people; there should be no parades and wreath laying should take place outside the normal remembrance time of 10.30-11.30am. As a result, both Pershore and Eckington have decided to cancel their normal Remembrance Day parades and services and it is with regret that Birlingham has decided to do the same.

In light of this, the day will be marked as follows. A solitary church bell will be rung and a closed service (maximum of six invitees and not open to the public) will be held in the church. The Revd Steve Dunton (Abbey Curate) will lead the prayers and will read out the names before the altar. This way villagers will know that the memory of their dead are still being marked by the Church in these difficult times. Village residents are asked not to congregate at the war memorial and instead are encouraged to mark the occasion at home by joining in the two-minute silence at 11.00am. Wreaths will be laid at both the Birlingham and Eckington war memorials at some time after the service but not immediately following it. It has also been suggested that residents might like to decorate the war memorial with flowers over the days leading up to 11th November as was done for the VE celebrations.