

**MINUTES OF BIBURY PARISH COUNCIL MEETING HELD IN THE  
VILLAGE HALL,  
ON TUESDAY 10<sup>th</sup> MAY 2022 AT 7PM**

Present: Cllr Richard Williams  
Cllr Simon Brownless  
Cllr Craig Chapman (Chairman)  
Cllr Ann Haigh  
Cllr John Phillips  
Cllr Victoria Summerley

Also Present: 20 Members of the Public

**Public Time**

Angela Alderton Chairman of Bibury Village Hall wanted to make the Parish Council aware that in their opinion the TRO proposals will cause difficulties for the Village Hall. They were especially concerned with regards to the hirers and suppliers for events that would last all day.

Further questions and concerns with regards to the TRO were raised:

- The mail drop was limited and not to every household and the deadline for responses would be before the next Village Life
- Concerns that the proposals do not say what happens to the displacement of parking.
- Concerns for the School and Village Hall parking.
- Concerns for that the proposals would adversely effect those living in Ablington or neighbouring villages.
- Why could the parking issues not be addressed with Residential Parking Permits or the Parish Council run their own parking scheme.\*

\*(Residential parking would require the majority of residents of Bibury to support with the costs of the permits being met by individual households. The Parish Council are unable to run their own parking scheme, as costly and no enforcement powers).

Cllr Richard Williams stated that the Parish Council are trying to alleviate the issues with the parking and have worked with Gloucestershire Highways and the Police – the proposals are available to view in the Annual Parish Meeting. Cllr Williams urged those present to engage with the \*\*consultation that is being run by the TRO company. The Council will request that the deadline for responses is extended and include details in the June edition of the Village Life.

\*\*Details are available on the Parish Council's website <https://www.biburyparishcouncil.gov.uk/>

Other issues raised:

- Obstruction of pavements (advised to report online to the 'non-emergency' police ).
- Question on why the area of The Street to Aldsworth Road is being resurfaced when the road from the Quarry towards Barnsley is in a dreadful condition. (Cllr Craig Chapman is pursuing this).
- Question on what is happening to the new car park for The Swan.
- Concerns were raised on the additional traffic on the Ablington Road.

**44/22. To elect a chairman.**

*The Council elected Cllr Craig Chapman as Chairman.*

Cllr Chapman praised Cllr Richard Williams as a being good Chairman and sincerely thanked him on behalf of the whole council.

**45/22. Apologies for absence.**

Apologies were received from Cllr Neil Clegg & County Cllr Lisa Spivey, District Cllr Ray Theodoulou

**46/22. Declaration of Interest** (Members are requested to declare any interest they may have in the business set out on the Agenda to which the approved Code of Practice appears.)

There were none.

**47/22. Approval of the Minutes of the Parish Council Meeting held on Tuesday 12<sup>th</sup> April 2022.**

<https://www.biburyparishcouncil.gov.uk/uploads/bibury-april-22-draft-minute.pdf?v=1650117958>

*The minutes of the meeting held on Tuesday 12<sup>th</sup> April 2022, were approved and signed as true record.*

**48/22. To elect a Vice Chairman and agree roles within the Council.**

The Council agreed not to elect a Vice Chairman.

The following roles within the Council were agreed:

Internal Checker – Cllr Simon Brownless

Highways – Cllr Craig Chapman

Lead on the Parking TRO – Cllr Richard Williams

Village Life – Cllr Ann Haigh

**49/22. To agree the representatives for Other Bodies.**

Bibury United – Cllrs Simon Brownless & Richard Williams

Village Hall – Cllr Victoria Summerley

**50/22. To receive reports from the District and County Councillors.**

There were none.

Cllr Lisa Spivey submitted an annual report.

<https://www.biburyparishcouncil.gov.uk/uploads/lsgccannualreport2122.pdf?v=1652170914>

**51/22. To consider Emergency Plan and Flood Wardens Proposals.**

Mr and Mrs Challinor presented their proposals to the Council.

[https://www.biburyparishcouncil.gov.uk/uploads/report-to-bibury-parish-council-emergency-planning-11-april-2022-\(1\).pdf?v=1651755385](https://www.biburyparishcouncil.gov.uk/uploads/report-to-bibury-parish-council-emergency-planning-11-april-2022-(1).pdf?v=1651755385)

[https://www.biburyparishcouncil.gov.uk/uploads/report-to-bibury-parish-council-flood-warden-scheme-11-april-2022-\(1\).pdf?v=1651755425](https://www.biburyparishcouncil.gov.uk/uploads/report-to-bibury-parish-council-flood-warden-scheme-11-april-2022-(1).pdf?v=1651755425)

*The Council agreed that Mr and Mrs Challinor should continue to represent the Parish Council as Flood Wardens. They will contact landowners, to request permission to walk the area that borders the river, at least once a year.*

*The Council agreed to set up a Working Group to develop an Emergency Plan. Cllr Richard Williams to lead the Working Group.* **RW**

**52/22. To consider a proposal from the National Trust – “Lighting of the car park at Arlington Row will be installing two 100mm square post 1.6m high either side of the carpark entrance against the boundary wall and installing a solar pir light on each, the lights will be facing into the car parking area only, have a lighting duration of no longer than 3 minutes and a maximum lumen power of 2700k in line with current ecological guidance.**

The Council agreed to support the proposals.

**53/22. To review Standing Orders.**

<https://www.biburyparishcouncil.gov.uk/uploads/standing-orders-may-2022-8.pdf?v=1652174855>

Changes to procurement arrangements were noted as part of the review.

The Council reviewed the Standing Orders.

**54/22. To review the Financial Regulations.**

<https://www.biburyparishcouncil.gov.uk/uploads/model-financial-regulations-may-2022-4.pdf?v=1651754867>

No changes were recommended.

The Council reviewed the Financial Regulations.

**55/22. To review the Risk Management Policy.**

<https://www.biburyparishcouncil.gov.uk/uploads/financial-risk-review-may-2022-18.pdf?v=1651754824>

No changes were recommended.

The Council reviewed the Risk Management Policy.

**56/22. Finance:**

**a. To agree payments in accordance with the budget.**

The Clerk sent the Members the May RFO report prior to the meeting.

<https://www.biburyparishcouncil.gov.uk/uploads/rfo-report-may-2022-14.pdf?v=1652175277>

**b. To review the Asset register.**

<https://www.biburyparishcouncil.gov.uk/uploads/asset-register-reviewed-may-22.pdf?v=1651754786>

The Council reviewed the Asset register.

**c. To review the Insurance is still fit for purpose and approve a quote**

*The Council reviewed the Insurance and agreed to the quote from Zurich Insurance, locked in for three years.*

**d. To receive the Internal Auditors report.**

The report has not yet been received, so this Agenda Item is deferred to the June meeting.

**e. To adopt the Accounts for the Financial Year Ending 31<sup>st</sup> March 2022.**

<https://www.biburyparishcouncil.gov.uk/uploads/balance-sheet-fy-21-22.pdf?v=1651754924>

The Council adopted the Accounts for the Financial Year ending 31<sup>st</sup> March 2022.

**f. To confirm the Council is eligible to complete the Certificate of Exemption for the Financial Year Ending 31<sup>st</sup> March 2022**

<https://www.biburyparishcouncil.gov.uk/uploads/annual-return-form2-2021-22-e-1.pdf?v=1651755017>

*The Council confirmed that it is eligible to complete the Certificate of Exemption for the Financial Year Ending 31<sup>st</sup> March 2022.*

**g. To approve the Annual Governance Statement for the Financial Year Ending 31<sup>st</sup> March 2022.**

<https://www.biburyparishcouncil.gov.uk/uploads/annual-return-form2-2021-22-e-1.pdf?v=1651755017>

The item was deferred.

**h. To adopt the Accounting Statement for the Financial Year Ending 31<sup>st</sup> March 2022.**

<https://www.biburyparishcouncil.gov.uk/uploads/annual-return-form2-2021-22-e-1.pdf?v=1651755017>

The item was deferred

**i. To note the dates for the Exercise of Public Rights**

<https://www.biburyparishcouncil.gov.uk/uploads/15-making-provision-for-the-exercise-of-public-rights-2021-22-exempt-authorities.pdf?v=1650110642>

The Council noted the dates for the Exercise of Public Rights.

**57/22. To receive the ROPSA Report.**

The report was sent to the Members prior to the meeting.

The report was noted by the Council.

**58/22. To receive the Clerks Report.**

<https://www.biburyparishcouncil.gov.uk/uploads/clerks-report-may-2022-13.pdf?v=1651822682>

The report was noted by the Council.

**59/22. To receive a Highways Report from Cllr Craig Chapman.**

<https://www.biburyparishcouncil.gov.uk/uploads/bibury-pc-highways-report-9-may-2022.pdf?v=1652169703>

The report was noted by the Council.

The Council considered the proposed Tourist signage around Hawkers Hill .

*The Council agreed that the Brown sign should read "Arlington Row", and arrow with the National Trust logo, to be sited on the left bank.*

**60/22. To consider a request from Arlington Heights Community of Arlington County, Virginia to have an informal twinning / cultural exchanges.**

*The Council agreed to an informal twinning*

The Chairman will make contact with the representative from Arlington Heights. **CC**

**61/22. Planning:**

**a. To consider any new Planning, Licenses applications or Enforcement issues.**

There were none.

**b. To receive an update on Planning application already considered.**

The report was circulated to the Members prior to the meeting.  
<https://www.biburyparishcouncil.gov.uk/uploads/bibury-planning-report-may-2022.pdf?v=1651755070>

**62/22. Date of the next meeting of the Parish Council – 14<sup>th</sup> June 2022.**

The date of the next meeting will be Tuesday 14<sup>th</sup> June 2022 at 7pm .

There being no further business the Chairman closed the meeting at 7.40 pm.