

BISHOPTON PARISH COUNCIL



Minutes of the meeting of Bishopton Parish Council
which took place at 7.00pm on Wednesday 18th June 2025 in Bishopton Village Hall

MINUTES

1. Attendance: Parish Councillors Norman Melaney (Chair), Stephen Wall, Debbie Latham, Geoff Preston
In attendance: DBC Councillor Deborah Laing, Steve Rose (Clerk)
Apologies: Parish Councillor Graham Fisher
2. Public Participation: no requests received
3. Declarations of Interest in Items on the Agenda
 - 3.1. Cllr Preston – issues relating to Mill Lane
 - 3.2. Cllr Wall – issues relating to contracting works to Village Green
 - 3.3. Cllr Melaney – issues relating to Bishopton Village Hall
4. Resignation & Vacancies for Parish Councillors: None
5. Minutes of the Parish Council Meeting of 20th May 2025 - approved
6. Actions and Matters Arising not included in agenda:
 - 6.1. Sign outside West House entrance – DBC Highways Officer Paul Ibbertson to be requested to replace sign;
 - 6.2. Cllr Melaney has signs to advise against speeding to be put up around the village;
 - 6.3. Cllr Preston reported a 32 ton lorry delivering paving slabs had caused a problem in Mill Lane which he had reported to the authorities;
 - 6.4. Northumbrian Water – reply received to letter sent to Heidi Mottram and an invitation will be sent to attend a future meeting
7. Finance
 - 7.1. Annual Accounts 2024-25: these completed and approved to be submitted to the Audit Commission. The outstanding balances in the Playground account discussed – agreed that £4,480 be transferred to Deposit account. Cllr Melaney to arrange with Les Foggett;
 - 7.2. Financial statements for 2025-26: nothing extraordinary to report. Enquiry about insurance cover in the case of Parish Council being sued will be reported at the next meeting;
 - 7.3. Clerk salary: agreed to raise Clerk's salary to SCP 22 - £16.93 per hour;
 - 7.4. Payments: already agreed to pay £9,685 + VAT for works on The Green and High Street;
 - 7.5. Payments agreed: £105 S Wall spraying invasive species - Proposed Cllr Preston, second Cllr Latham. Mrs McMahon will be informed and method statement circulated to those interested;
 - 7.6. Petty Cash payments: £8.92 signage – Cllr Melaney, Key cutting £38 – S Rose, Stationery £95 Cllr Melaney; Cllr Latham £145 – plants; Proposed Cllr Preston, second Cllr Wall
8. Planning Applications:
 - 8.1 Outhouse Farm : although some wanted more information it was agreed not to comment on this application;
 - 8.2 Marquee at The Talbot: as this has been approved, the clerk was asked to enquire how the parking lost by the pods would be restored with a Marquee present;



8.3 Bridge and access at West End – SR to write letter of objection as access point would be a hazard. No comment on other aspects of the retrospective application

9. Matters raised by Residents other than Village Green issues

- 9.1. Trees need pruning throughout – Mark Leighton to be commissioned or DBC Arborist
- 9.2. Contractors to be commissioned to undertake works on The Green
- 9.3. Parish Notice Board to be refurbished by Paul Irving

10. Any other business

- 10.1. Newsletter: End of June/start July to include: Village Green Policy, Pump, Invasive Species, VE Day, Remembrance July café none in August, Village Hall, Parking, Trees & works, cycling tour/café

11. Date of next meeting Wednesday 9th July 7:00pm in Bishopton Parish Hall
(Please Note the Hall may not be available this date)