

**MINUTES OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL ANNUAL  
GENERAL MEETING HELD ON WEDNESDAY 10<sup>th</sup> May 2006 at BISLEY WI  
VILLAGE HALL**

Mr R S Bryant		Chairman
Ms L Greene	}	
Mrs L Hemming	}	Bisley Ward
Mr P Thorp	}	
Mr S Trinder	}	
Mrs J Russell	}	
Mr R K Brooks	}	Eastcombe Ward
Mr M Hopkins	}	
Mr R N Budgeon	}	Oakridge Ward
Mr P Dawes	}	
Mr N M MacLeod		Clerk

In attendance: County Councillor J Nash  
District Councillor P Carrick

6 members of the public were present.

06 1 **Apologies for Absence**  
Apology was received from Mr A E Davis (holiday).

06 2 **Election of Chairman**  
Following the election of councillors at the Local Government Elections it was necessary to elect a new Chairman of the Parish Council. Ms L Greene proposed that Mr R Bryant, who had held the position as Acting Chair for the past 4 months, serve in this capacity for the next year. Mrs J Russell seconded this proposal which agreed unanimously. Mr Bryant thanked councillors for their confidence and support and moved to occupy the chair.

Mr Bryant then welcomed the new councillors to the parish –Mr Stephen Trinder and Mr Mervyn Hopkins – and Ms L Greene then proposed that Mrs L Hemming be co-opted to the vacant councillor position in Bisley Ward. This was seconded by Mr P Thorp and passed unanimously. Mr Brooks then added the proposal that Mrs Rowan Roberts be co-opted to fill the vacancy in Eastcombe Ward. This was seconded by Mrs J Russell and carried unanimously. The Chairman also congratulated Mrs Pat Carrick on her election as District Councillor and welcomed her to the meeting.

Finally, the Chairman thanked the departing councillors – Mr Nick Carter and Mrs Olive Turner – for their superb service to the parish over many long years and wished them every good fortune in their well-earned

retirements from the Council. Mr Carter thanked the Chairman for his generous remarks on behalf of the departing councillors.

06 3. **Ward Appointments**

These were agreed as follows:

<b>Bisley:</b>	Ward Chairman	Ms L Greene
	Allotments Warden	Ms L Greene
	Planning Sub-Cttee Chair	Mr S Trinder
	Playing Fields Warden	Mrs L Hemming
	Snow Warden	Mrs L Hemming
	Traffic and Transport	Mr P Thorp
<b>Eastcombe:</b>	Ward Chairman	Mrs J Russell
	Planning Sub-Cttee Chair	Mr R K Brooks
	Playing Fields	TBD
	Snow Warden	Mr R K Brooks
	Allotments Warden	Mr R A Clack (Non-Councillor)
<b>Oakridge:</b>	Ward Chairman	TBD
	Allotments Warden	Mr A E Davis
	Playing Fields Warden	Mr P Dawes
	Planning Sub-Cttee Chairman	Mr R N Budgeon
	Snow Warden	Mr R Bryant

Ms L Greene explained the rationale for the additional Bisley Ward post of 'Traffic and Transport'. The reasons were agreed unanimously and the Chairman added that he would wish this issue to be expanded into a further sub-committee which would deal with roads and transport in the parish as a whole. The Chairman offered to represent the Oakridge Ward and Mr P Thorp proposed that Mr Brooks represent the Eastcombe Ward. The proposals were carried unanimously.

**Other Appointments:**

**School Governors:** Awaiting clarification of requirement

**John Taylor Foundation:** Mr R S Bryant & Mr C Pulley

**Oakridge Village Hall Trust:** Mr A E Davis

**Twinning Committee:** Mr R K Brooks

**Neighbourhood Watch:** Appointments to be confirmed

**Parish Transport Representative:** Ms L Greene

**Charities for the Ancient Parish of Bisley:** Mrs J Russell

**Trees:** Mr M Mackie

06 3 **Public Participation**

**Traffic and Road Safety in Bisley:** Six members of the public attended the meeting representing an Action Group concerned with roads and traffic issues in Bisley. The Chairman welcomed the Group and invited them to detail the main issues involved. These concerns focused mainly on speeding, the routing and transit of large vehicles through the village with

resultant damage to stone walls and buildings and the lack of adequate footpaths and pavements to protect pedestrians from passing vehicles. A lively discussion ensued covering the need for urgent action to be taken and the possible options available. Mr P Thorp said that whilst the concerns and initiatives of the Action Group in the village were welcomed, he was disappointed that no formal approach had been made in advance to the Parish Council to determine what actions the Council had previously and was currently undertaking to address these matters.

The Action Group was advised that a meeting would shortly take place in the village, with representatives from the Highways and Road Safety Departments at Gloucestershire County Council to discuss all of these concerns (Post meeting note – arranged for Wednesday 28<sup>th</sup> June 2006). In the meantime, it was agreed that Councillors in Bisley Ward would meet and work with members of the Action Group to ensure that all concerns and preferred solutions were coherently presented at the forthcoming meeting with Gloucestershire County Council.

The Chairman thanked the Group for attending the Annual General Meeting and assured members that their concerns were most important to the parish.

**Bisley War Memorial:** Mr K Brown, representing the Royal British Legion asked for an update on progress to refurbish the War Memorial in Bisley. Ms L Greene confirmed that renovation of the Memorial was a priority issue for the Bisley Ward in the current financial year. The Clerk said it was hoped that this work could be completed before the Remembrance Parade in November and that quotations already received for the work would involve cleaning of the stonework and the attachment of engraved granite or slate panels, since it was likely that the cleaning process would reduce the legibility of the present engraving.

06 4 **Declaration of Interests**

Ms L Greene – Frith Youth Club; Mr M Hopkins – Village Post Offices; Mr R S Bryant and Mr R K Brooks – Cheque payments.

06 5 **Minutes of Previous Meeting**

The draft minutes of the meeting held on 12<sup>th</sup> April 2006 having been circulated were approved with the following addition: Item 06.04(f) – ‘Ms L Greene added that there was a need to make bus shelters locally distinctive’. The Chairman then signed the minute book.

**6 Matters Arising****a) Parish Plan Progress Report**

Mr P Dawes advised that the final copies of the Parish Plan were now being collected from the printers and the method of distribution to all households was being finalised. Thereafter, he would provide a Summary of how best to carry forward the actions and recommendations contained in the Plan. Mr Dawes added that Miserden Parish would hold their 'Launch Party' on Friday 19<sup>th</sup> May and that a similar event would be arranged for Bisley-with-Lypiatt Parish. Ms L Greene suggested that this event could be held in conjunction with the start of work on the Village Design Statement (VDS) when the linkage between the Parish Plan and the VDS could be explained.

**b) Stroud District Gun Club**

The Clerk told the meeting that he had received a telephone call from the Proprietor of the Gun Club and had been advised that an appeal had been lodged against the terms of the Abatement Order served on the Club by Stroud District Council. The meeting agreed that the Parish Council must now await the outcome of this appeal before engaging in further comment or correspondence with the parties involved.

**c) Village Post Offices**

The Chairman welcomed Mr M Hopkins – Postmaster at Eastcombe – to membership of the Parish Council and said that his expertise in advising the Council on the issues threatening the survival of Village Post Offices would be invaluable. The Chairman said that it was important for the Parish to make known its views on matter at an early point and that he would wish to involve the MP for Stroud – David Drew – in pursuing our concerns.

In order to carry matters forward, Ms L Greene proposed that Mr Hopkins provide a brief overview to the next meeting of the principal issues affecting the survival of Village Post Offices so that the Council may be better informed on the direction of assistance it could provide. This proposal was agreed unanimously. It was also agreed that the Clerk should liaise with the Parishes of Miserden and Chalford on the action we proposed to take. It was further agreed that the Parish should write to David Drew MP to determine what information and representations he would need from the Parish to add support to this cause and Mr Hopkins and Mr A E Davis would produce a 'draft' letter for consideration.

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7. **District Council Matters**

District Councillor Mrs P Carrick said that she was extremely pleased to be elected to the Council and that she would do her best to ensure that the interests of the Parish were fully represented. Ms L Greene highlighted some of the past problems with lack of consultation with Parishes by Stroud District Council and District Councillor Carrick said she would follow-up this issue. Ms L Greene also asked if at the next meeting District Councillor Carrick could provide some feedback on the District Council's Sustainability Agenda, Councillor Carrick's proposals to address this and what assistance Parishes could provide.

8. **County Council Matters**

County Councillor J Nash advised the meeting of the following matters:

**Libraries:** The routes and stops for the Mobile Library Service are being reviewed and a letter is being produced for users of the service, parish councils and other stakeholders. Information about the review will also be posted on the Council Website.

**Adult Care:** 28 Residential Homes previously run by MEND and Mayfield Charities had transferred smoothly on 1<sup>st</sup> April 2006 to new management under the Brandon Trust. Three homes were staffed by the Council and the rest by the NHS. Staff and residents were supportive of the change.

**Recycling:** The County-wide target for recycling and composting of domestic rubbish in 2005/6 is 30%, which is likely to be met. The 2006/7 target could be as high as 36% which will be challenging and Trial Schemes to collect kitchen waste in the Stroud and Cotswold Districts should help towards achieving this target.

**Primary Schools Review:** The decisions on the first stage of the Primary Schools Review will be made on 7<sup>th</sup> June 2006. The following stage will be a more 'low-key' process engaging with schools, governors and parents to seek solutions where surplus places were a concern.

**Road Maintenance Performance Targets:** In answer to a question raised at the PC Meeting, it was confirmed that County Highways Contractors – WS Atkins – would be required to meet performance targets on roads maintenance.

Ms L Greene asked both County and District Councillors to obtain the views of County and District on the Waste and Minerals proposals. Mr R Budgeon added that Gloucestershire was the only County in the South-West which had not participated in this initiative.

**Matters for Discussion****a) GCC Highways Division – Report on April Meeting and Strategy for Improvement to Roads in the Parish**

The Chairman advised the meeting that he and the Clerk had attended the Regional Meeting of GCC Highways Dept held at Dursley on 19<sup>th</sup> April 2006.

The Chairman summarised the main point arising from the meeting and said that it was too early to make any judgement about the benefits that would hopefully arise from the changes to management and contractor. Three Operational Areas had been established – Central, East and West - with Bisley-with-Lypiatt Parish falling into Central Area. Since the majority of this area was urban, concern was expressed that the particular needs of the more rural areas would not be fully appreciated and addressed. The 'proof of the pudding would be in the eating'!

The Chairman then said that it was important for the Parish to seize the moment of change to mount a proactive approach to dealing with road maintenance issues in the Parish and that the Sub-Committee representatives from each Ward would play an important role. It was intended to hold an initial on-site meeting with County Highways to highlight the problems and to set about achieving a formal programme of improvements. The Chairman asked that the Sub-Committee representatives from each Ward consider and report to the PC the roads most needing attention.

Mr P Thorp added that Road Safety was a priority issue within the County.

The Chairman's proposals were agreed unanimously.

**b) RoSPA Report on Parish Play Areas**

The Clerk had distributed copies of the recent RoSPA Report to each Ward. Essentially, the Report had been favourably with no areas or equipment attracting a 'high risk' classification. The Chairman asked each Ward to note the 'medium risk' points requiring attention and to liaise with the Clerk to obtain professional assistance from the suppliers of the equipment to rectify the faults.

**c) Litter Collection in the Parish**

The Chairman said that arrangements for litter collection patrols in Oakridge Ward were progressing well, with 3 volunteers and the Women's Institute offering to assist. Eastcombe reported that the litter problem was not so much of an issue in the Ward and that it was not considered necessary to form a team of collectors. Bisley Ward said that it was continuing with efforts to form a collection team drawn from councillors and residents.

The Clerk said that the Refuse Department at SDC had offered equipment and collection services and that Wards should contact him to requisition equipment when required.

06 10. **Finance****Receipts April 2006**

Bank Interest	£64.67
SDC – Design Statement Grant	£1000.00
SDC – Half Annual Precept	£19,520.00
SDC – Composting Scheme Grant	£1700.00
Allotments Rent	£15.00

**Total Receipts** **£22,299.67**

<b>Payments – May 2006</b>	<b>£</b>	<b>VAT</b>	<b>Total</b>
Abbey Business Equipment	120.00	21.00	141.00
Ian Trueman – Grass Cutting (E)	34.00		34.00
Brooks Associates – PP Editing	515.00	90.13	605.13
J Davis – Repairs (B)	30.88	5.40	36.28
Ascott Mowers – Repairs (E)	30.00		30.00
Playsafety Ltd – RoSPA Report	306.00	53.55	359.55
Robert Cole – Walls (O)	3,540.00	619.50	4,159.50
Frith Youth Club – S137 Grant	500.00		500.00
Bisley W I Village Hall Hire	240.00		240.00
The Consortium - Stationery	42.80	7.49	50.29
Tree Maintenance (E)	430.50	75.34	505.84
Tree Maintenance (E)	215.25	37.67	252.92
D Holbrow – Handyman (E)	144.10	1.59	145.69
N MacLeod – Refund Purchases	145.22		145.22
N MacLeod – April Salary	511.78		511.78
Inland Revenue – Tax/NI	221.19		221.19
Tom Dennis – Maintenance (B)	88.00		88.00
C R Bryant – Maintenance (O)	54.00		54.00
John Miller – Mower (O)	497.00	86.97	583.97
John Miller – Mulcher (O)	51.06	8.94	60.00
Buckstop Printers – PP Printing	1,427.00		1,427.00
R Cole-Jones – PP Design	400.00		400.00
H Banyard – Pavilion Clean (B)	50.00		50.00
<b>Totals</b>	<b>£9,539.78</b>	<b>£1,007.58</b>	<b>£10,601.36</b>

**Petty Cash Payments – April 2006** **£48.22**

<b>Cash Balance as at 30 April 2006</b>	<b>£42,613.21</b>
<b>Bisley Gift Balance as at 30 April 2006</b>	<b>£2,427.49</b>
<b>Bisley Lock-up Balance as at 30 April 2006</b>	<b>£1,994.99</b>
<b>Westbury Gift Balance as at 30 April 2006</b>	<b>£10,000.00</b>

11. **Planning**

The following applications have been received during the past month and the Council's responses are recorded where applicable:

**S.06/0856/COU** - Osborne Cottage, Far Oakridge – Retrospective application for change of use of domestic kitchen to cookery school for 21 days each year – **Comments** – Whilst we fully support the principle of this application the issue of where the students park is one that must be considered because there appears to be insufficient parking on-site. The applicant should be asked to include within the application a plan for parking or an alternative plan to address how the students get to the school. The Parish Council has had a number of complaints concerning this application and all of them are only concerned about the parking. We would wish to support this application with this issue satisfactorily addressed.

**S.06/0794/FUL** – Lyday Close, Oakridge Lynch – Rebuild boundary wall along Farm Lane – **Support/Comment** – We fully support this application because this work needs to be done. We would like to make a condition that reasonable access is maintained to the houses located by this wall. The closure is kept to the minimum period and where possible the road is opened outside the normal working day. Reason – there are only three roads out of Oakridge Lynch and this is the only one that goes in this direction; outside working hours this access could help traffic. We do appreciate that this may be impossible sometimes.

**S.06/0948/FUL** – The Old School Cottage, Oakridge Lynch – Erection of a conservatory – **Support/Comment** – This conservatory cannot be seen from any public access place surrounding the site and we therefore see no reason to object to this application.

**S.06/0908/FUL** – Bismore, Eastcombe – Construction of agricultural path – **Comment only** – There are a number of concerns about this proposal which concerns land in an environmentally sensitive area alongside the Toadsmoor stream. These include possibly significant landscape issues and the existence of mains sewage pipes and a large underground sewage tank which appears to be under the route of the path. The path also crosses a public footpath between old stone walls at Cutthams Stile and there are no details of what will be done with these walls.

It is also not clear from the plans how wide the path will be and what material – grass, hardcore, tarmac – it will be surfaced with. These need to be clearly specified before a decision is made. If the path has a grass surface and is no wider than one metre then it could be acceptable. A wider path with a clearly visible, hard surface would not be acceptable.

**S.06/0903/FUL** – Hillhouse Wood, Tunley, Sapperton – Retrospective application to deposit excavated stone and clay to improve existing access to the highway – **Support/Comment** – This operation has improved the access to the track and improved the safety of the corner.

All planning decisions where indicated were ratified by the whole meeting.

- 06 12. **Correspondence**  
The following correspondence has been received during the last month and was on the table for inspection.

Office of DPM	Discussion Paper on Local Authority Byelaws in England
SDC County Web Team	Promotion of Use of Council Website
Gloucestershire Playing Fields Association	Spring Newsletter
The Sustainable Development Fund	'Celebrating 40 Years' Leaflet
Cotswold Care Hospice	News Link – Spring/Summer 2006
NALC	Local Council Review Magazine
Environment Agency	Focus Magazine
Glasdon	Seating Collection for Parishes
Cotswold Conservation Board	Celebration Newspaper
Cotswolds AONB	Cotswold Grants Available

- 06 13. **Ward Matters**  
Ward Chairman had no issues to report that had not already been dealt with in the Meeting.

- 06 14. **Date and Place of Next Meeting**  
The next meeting will take place on Wednesday 7<sup>th</sup> June 2006 at Bisley WI Village Hall commencing at 7.30pm.

There being no further business the meeting closed at 22.00 hours.