

**MINUTES OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL MEETING HELD
ON WEDNESDAY 2nd November 2005 at BISLEY WI VILLAGE HALL**

Mr N S Rogers	Chairman
Ms L Greene	} Bisley Ward
Mrs L Hemming	}
Mr T G Carter	}
Mr R K Brooks	} Eastcombe Ward
Mrs O M Turner	}
Mrs J Russell	}
Mr R Bryant	}
Mr R N Budgeon	} Oakridge Ward
Mr A E Davis	}
Mr P Dawes	}
Mr N M MacLeod	Clerk

In attendance: County Councillor Joan Nash
District Councillor Daniel Le Fleming

Three members of the public were present.

05.11 1. Apologies for Absence

Mr P Thorp (Holiday).

05.11 2. Public Participation

A Delegation from the Committee of Oakridge Village Hall.

05.11 3. Declaration of Interests

Mrs L Greene as Committee Member of Frith Youth Centre.

05.11 4. Minutes of Previous Meeting

The draft minutes of the meeting held on Wednesday 5th October 2005 having been circulated were approved and the Chairman signed the minute book. The Chairman then invited the Committee Members from the Oakridge Village Hall to address the meeting.

05.11 5. **Car Parking at Oakridge Village Hall**

The Committee Members of Oakridge Village Hall advised the meeting of their concern at the withdrawal of the parking concession which permitted vehicles to park on a section of the Recreation Ground on a limited basis. It was explained that the withdrawal of this concession would cause significant problems for attendees at Village Hall events, given the limited alternative parking available in the vicinity. The road outside the Village Hall was unlit and this would cause added problems for members of the public who would have to walk some distance from any alternative parking. The Committee added that there had been efforts made to increase the number of events and activities at the Village Hall said that the loss of the car parking concession would have a detrimental affect on attendances. Mr Gardiner, on behalf of the Committee Members added that the provision of additional car parking would be at no cost to the Parish Council.

Mr A Davis advised the Village Hall Committee Members that it was not the responsibility of the Parish Council to provide car parking for the Village Hall. Mr Davis added that withdrawal of the concession was necessary when it became evident that applications for use of the facility were greatly in excess of that originally envisaged; the surface of the Recreation Ground would become damaged in poor weather conditions. The original concession had been intended for very limited use, such as weddings, and not for regular Village Hall events. Mr Bryant then asked about the possibility of incorporating some additional parking spaces in the planned development of the Hall.

The Chairman said the Parish Council supported the Ward Councillors decision. It was recognised that sufficient parking space at Village Halls was a problem and not only at Oakridge, but that use of the grassed areas of recreation grounds was not the solution. He suggested that a study be carried out by the Village Hall Committee and Oakridge Ward Councillors to determine what, if any, alternative solutions were available. This study should include the possibilities of additional parking spaces on Village Hall land and annexation of a small portion of the Recreation Ground closest to the Hall. That the study to be carried out was proposed by Ms L Greene and seconded by Mr R Budgeon and carried by the meeting.

05.11 6. **Matters Arising**

a) **Van der Breen Street**

Mrs L Hemming said that a letter had been sent to the Highways Department at Gloucestershire County Council asking for advice on the provision of an alternative vehicle turning facility in Van der Breen Street. A reply was still awaited.

b) **Parish Plan**

The Clerk advised that £1600.00 had been received towards the costs of producing the Parish Plan. Mr R Brooks stated that final editing of the draft Plan would be completed in a couple of days and a meeting would be held to determine the printing and distribution requirements.

c) **Windyridge – Grant from Westbury Homes**

Ms L Greene said that the sum of £10,000.00 had now been received from Westbury Homes and that this money would be 'ring-fenced' towards the cost of the Play Area at Evans Field. Ms Greene added that discussions with the Feoffees were progressing well and that a solicitor had been engaged to attend to the legal and documentary matters involved.

05.11 7. **District Council Matters**

District Councillor reported that he had received a complaint about the destruction of a dry-stone wall at 2, Rosehill, Bisley and that SDC enforcement officers were investigating. Following the late receipt of money from Westbury Homes he recommended that the Clerk write to SDC claiming interest on the delayed payment. He advised that he had received a copy of the response from SDC to Parish Plans/Design Statements and noted the Parish Council response to this. Finally, he informed the meeting that the main forthcoming Council business on 10 November was the proposed adoption of the revised Local Plan.

05.11 8. **County Council Matters**

County Councillor Joan Nash reported the following to the meeting:

The tree-clearing work on the hill above Daneway was carried out by Bathurst Estate and not the Cotswold Division of County Highways.

Revised plans incorporating dormer-style windows to the front elevation of Eastcombe Primary School have now been submitted for consideration. This was much welcomed by Eastcombe Ward Councillors.

Having spoken with GCC Highways Department it was considered that the Toadsmoor Road was too narrow to have a central traffic restriction. The minimum width for such restriction is 6.1 metres. It was recommended that an accident record would have be produced to support any bid for change to the present arrangement.

The first CCTV cameras were being installed in school buses so that misbehaviour could be recorded and offenders identified.

Early release of Education Area Reviews caused unnecessary school closure rumours. The recommendations of the Review Panel were available for consultation and schools, parents, residents and local organisations would have the opportunity to comment on the findings. Firm proposals would then be put to Cabinet Members for decision. However, although schools in this Division were not considered in the current round of Panel Meetings this would happen in 2006 and a similar procedure would be used.

05.11 9 **Matters for Discussion**

a) **Record of Ward Meetings**

In order that communication between the three Wards of the Parish is improved, The Chairman asked that each Ward prepares a brief resume of matters discussed at Ward Meetings and forwards this to the Clerk. Any important issues which the Ward wishes to raise at the next full Parish Council Meeting should be highlighted for inclusion in the agenda and particularly those which require full Council ratification or approval. Issues which may be similarly applicable to other Wards should also be noted.

Mr R Budgeon proposed that this measure should be introduced forthwith and the proposal was seconded by Ms L Greene.

b) **GCC Local Government Charter**

Copies of the Gloucestershire Charter had been circulated to Wards and it was welcomed by the meeting as a document which sets out clearly the aims, aspirations and commitments of the Gloucestershire County Council. It was agreed that the Charter should serve to enhance the roles of Parishes and improve communication and consultation on policies and decisions which might affect communities.

A meeting of representatives from Town and Parish Councils would be held at Stroudwater Interchange on Thursday 15th December 2005 to assist with the development process of the Charter. Ms L Greene said she would wish to attend this meeting.

c) **Planning Applications – Scheme of Delegation**

Mr R Budgeon voiced his concerns about the unsatisfactory communication and consultation by SDC about this important issue which will diminish the ability of Parish Councils to influence planning decisions. He said that the document proposing the change had only been received by the Parish a few days before the deadline for response. This gave the Parish no time to give meaningful consideration to the proposals and to discuss it at the Parish Council Meeting. He added that contact with neighbouring Parishes had shown similar lack of communication. Furthermore, there had also been late arrival of a document giving a Statement of Community Involvement which had equally given the Parish inadequate time for considered response. Ms L Greene added her full support of Mr Budgeon's concerns.

The meeting agreed that a letter should be sent to the Chief Executive at SDC highlighting the concerns of the Parish and requesting further information on the communication and consultation procedures employed by SDC. Mr Budgeon agreed to draft this letter and to circulate the draft to the Chairman for approval before onward transmission by the Clerk to SDC. The Chairman asked that a copy of the letter be sent also to District Councillor D Le Fleming.

d) **Clerk –Working Hours**

The Chairman advised the meeting that following discussions with the new Clerk it had become clear that the workload could not be adequately discharged within the 15 hours currently contracted. He said that the role and duties of the Clerk had been increasing significantly over the past year and that this problem had been aired by the previous Clerk. The Chairman added that the Clerk was presently remunerated at the lowest Spine Point and that it was normal to review this once the Clerk was established in post. Mr R Budgeon asked if there was anything that Councillors could do to reduce the workload and he focused on the need for the Clerk to have up-to-date IT and Internet Systems since a great deal of communication was now carried out by email and access to relevant websites. Mr Budgeon said that time and paper savings would also accrue from installation of a double-sided printer and a scanner. The Clerk then left the room whilst discussion took place. Upon return the Chairman advised the Clerk that the Council had agreed to increase the weekly hours from 15 to 20 with immediate effect and that the hourly remuneration rate would be raised from £7.622 (SCP 15) to £7.804 (SCP 16). The Chairman also asked that the Clerk and Mr B Brooks discuss improvements to the IT and Internet Systems in operation and particularly access to Broadband communications.

e) **Parish Precept 2006/2007**

The Chairman asked Ward Chairmen to give their initial assessment of the Precept requirement for their Ward in FY 2006/2007.

Mr T G Carter said it was likely that the Precept for Eastcombe Ward would need to be increased in 2006/7 from the present £3600.00 to about £4000.00 and a detailed breakdown would be available for the December meeting. He added that Eastcombe Ward wished to support Youth Activity under S137 as discussed at the October PC meeting and assumed this would be dealt with centrally. This was confirmed by the Chairman.

Mrs L Greene said that the Bisley Ward Precept was likely to increase from the present £4300.00 to between £5500.00 and £6000.00 in the year ahead. This would be necessary to meet additional handyman costs and for work anticipated at Teeds Rise. Mr R Bryant said that the Precept for Oakridge Ward was likely to remain at the 2005/2006 level although the Ward would wish to ‘ring-fence’ any unexpended monies which were being set aside to cover Playground Safety Surfaces.

The Chairman asked that finalised figures be produced for the next PC meeting and that the Clerk produce the projected out-turn for each Ward in the current FY.

The Precept for Admin expenses would be discussed separately by the Clerk and Chairman for presentation to the next PC meeting.

Receipts October 2005

Bank Interest	£54.33
Oakridge Rent	£3.00
Way-leave	£2.60
Parish Plan Grant	£1,600.00
Payment by Westbury Homes	£10,000.00
Total	£11,659.93

<u>Payments – November 2005</u>	<u>£</u>	<u>VAT</u>	<u>Total</u>
Moore Stephens – Audit Fee	275.00	48.12	323.12
Charity Ancient Parish of Bisley			
– Allotment Rent	50.00		50.00
Colors Maintenance – Bisley	140.00		140.00
Pipex Communications – Laptop	67.44	11.80	79.24
Consortium – Stationery	64.40	11.28	75.68
D Holbrow			
– Maintenance Eastcombe	244.32	2.85	247.17
N MacLeod – Salary	377.07		377.07
Inland Revenue – Tax/NI	129.37		129.37
Totals	1347.60	74.05	1421.65

Petty Cash Payments – October 2005	£53.61
Cash Balance as at 31st October 2005	£49,614.46
Bisley Gift Balance – 31st October 2005	£4,057.49
Bisley Lock Up Balance – 31st October 2005	£1,975.21

05.11 11 **Planning**

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

S.05/1908/FUL – St Francis, Oakridge Lynch – Erection of a first floor and utility extensions – **Support**.

S.05/1912/FUL – Badger Cottage, Oakridge Lynch – Construction of new dormer window to match existing window – **Support**.

S.05/1796/REM – Hillcroft, Oakridge Lynch – Revised design and height reduction to previous application S.04/1275/OUT. **Object** - We strongly object to the scale and dominance of this proposal. The local opinion is very strongly against this proposal.

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

05.11 12 **Correspondence**

The following correspondence has been received during the last month and was on the table for inspection.

Gloucestershire Playing Fields Association	Quarterly Newsletter
Cotswold Care Hospice	Newslink – Autumn 2005
Stroud Area Crime and Disorder Partnership	Half-yearly Community Safety Panel Meeting
Gloucestershire Education Directorate	Area School Reviews 6-month Update
The Standards Board for England	Town and Parish Standards : 05
National Association of Local Councils	Review – November 2005

05.11 13 **Ward Matters**

a) **Bisley**

Ms L Greene advised the meeting of correspondence received from Civil Airlines Authority publicising the likely increase use of airspace over the Cotswold Area in the next few years. There was likely to be an increase in air traffic of around 30% transiting at above 12,500 feet. It was agreed that the Clerk would write to the Cotswold AONB asking to be kept informed of developments.

The Chairman said that he had received an invitation to attend a Waterloo Project function on 12th November. Unfortunately he would be unable to attend and asked the Clerk to send regrets accordingly.

Ms Greene mentioned that there were a number of falling-down walls in the Ward which Councillors would monitor and take action where necessary. The Clerk was asked to hasten the re-provision of the mirror opposite the Stirrup Cup. Dog bins had been purchased for the Windyridge area, SDC would remove old goal posts from the play area, clear litter, re-seed the grass and plant a bush or shrub and reposition the grit bin. Finally, Ms Greene reported that the Ward Handyman was now catching-up on the backlog of tasks and had planted Spring bulbs opposite the Old Police Houses and around the carpark in Van der Breen Street.

b) **Eastcombe**

Mr T G Carter said he had received a complaint from a resident about a 'skip' which had remained on the parking area in The Street, adjacent to The Old Bakehouse since January of this year. The Clerk was asked to write to the user of this 'skip' to determine how long it was likely to remain in situ.

The Clerk was also asked to hasten the quotation for tree maintenance at the Recreation Ground, to seek information for the provision of a dog bin at the Recreation Ground and to determine when SDC would collect the rubbish which had accumulated at the allotments

c) **Oakridge**

Mr A Davis updated the meeting on the situation with the hedge and walling at the Burial Ground in Oakridge. The Graveyard Group maintained that the PC had previously provided financial support for restoration of walls but no correspondence can be found to confirm this assertion. The Clerk was asked to check bank records to see if any evidence of past payment could be found. Mr Davis said he would write to Richard Mackie to confirm that the PC would be grateful if the Graveyard Group would continue with the restoration of the dry-stone walls and express the appreciation of the PC for the work being carried out. The planting of the hedge was likely to commence in late November and the planting line had been confirmed with County Highways which owns the adjacent grass verge.

Mr Davis also asked the Clerk to order the new gate for Oakridge allotments and to arrange for the transfer of the Village Hall Severn Trent Water Account from PC responsibility for payment and recovery to the Village Hall for direct payment.

Mr R Bryant said that Mr P Dawes would be joining a Working Group tasked with the replacement of the Pavilion at the Recreation Ground.

Mr R Budgeon said that the PC should have a clear policy on Sustainability Issues and asked that this be earmarked for a Meeting Agenda early in the New Year.

05.11 14 **Date and Place of Next Meeting**

The next meeting will take place at 7.30pm on Wednesday 7th December 2005 at Bisley WI Village Hall.

There being no further business the meeting closed at 2200 hours.