

**MINUTES OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL MEETING HELD
ON WEDNESDAY 4th April 2007 at BISLEY WI VILLAGE HALL**

Ms L Greene		Chairman
Mr S Trinder	}	
Mrs L Hemming	}	Bisley Ward
Mr P Thorp	}	
Mr R K Brooks	}	
Mr R Peyton	}	Eastcombe Ward
Mr A E Davis	}	
Mr R N Budgeon	}	Oakridge Ward
Mr P Dawes	}	
Mr N M MacLeod		Clerk

In attendance: County Councillor J Nash
District Councillor P Carrick

No members of the public were present

07.04 1. **Apologies for Absence**

Mr R S Bryant, Mrs J W Russell and Mr C James were absent on holiday. In the absence of the Chairman - Mr R S Bryant – Ms L Greene – Chair of Bisley Ward – was appointed Chairman of the meeting.

07.04 2. **Public Participation**

There was no public participation at the meeting.

07.04 3. **Declaration of Interests**

Mr A E Davis – refund of payment made (Item 07.04-9); Mr R N Budgeon – planning application (Item 07.04 – 10).

07.04 4. **Minutes of Previous Meeting**

The draft minutes of the meeting held on Wednesday 7th March 2007 having been circulated were approved and the A/Chairman signed the minute book.

07.04 5. **Matters Arising**

a) **Parish Plan/Village Design Statement**

Mr P Dawes updated the meeting on progress with the short-term actions detailed in the Parish Plan which were now all but completed. It was agreed that Mr Dawes would produce a summarised version of the work and progress to date for inclusion in Parish Magazines. At the next meeting it was agreed that work towards achieving medium-term actions would be allocated.

Mr Dawes said that the Village Design Statement Steering Group had agreed a general structure for the document and that a meeting with Stroud District Council would be arranged to receive information and advice on carrying the process forward. The meeting was advised that initial contact had been established with the University of Gloucestershire to determine if they or any of their students would be interested in participating in some of the work identified by the Steering Group. Mr A E Davis enquired as to how other qualified or interested parties could become involved in the project. Mr Dawes advised that 'specialists' would be co-opted onto the Steering Group as required and that parishioners and other interested parties would have several opportunities to become involved as the project developed.

Mr Davis also raised the question of how the Steering Group proposed to deal with such issues as 'holiday lets' and vacant properties. Mr Dawes said that the Village Design Statement would aim to provide supplementary planning guidance to 'plug holes' in the system as they affect the Parish.

b) **Parish Council Offices**

The Clerk advised the meeting that he had presented a letter to the Trustees of the Bisley WI Village Hall Committee giving a general outline of the proposals to build 'dedicated' Parish Council Offices adjoining the Village Hall. This had been followed by a presentation by the Clerk to a meeting of the Committee to discuss the proposals. The Clerk said that he was pleased to report that the project had received a favourable reception and that 'in principle' agreement had been given by the Committee to the lease of an area of land for the building and for general style and size of building proposed. However, the Trustees added that they would wish to be kept fully apprised and involved in the development of this proposal.

It was now necessary to obtain more detailed costs for the proposed building and it was agreed that the Clerk would contact a Company – Creative Estates – to obtain an outline estimate for the work. It was also agreed that the Clerk would approach David Drew MP and invite him to provide 'Referee Support' of the project.

07.04 6. **District Council Matters**

District Councillor P Carrick reported to the meeting on the following issues:

Planning – Following discussions with Head of Planning at SDC, Mrs Carrick had received confirmation that the Local Plan permits the development of small cottages to larger properties.

Household Waste – Mrs Carrick said she hoped to progress a strategy within the Parish whereby the amount of household waste set aside for composting could be quantified. This would involve households in weighing their kitchen waste over a particular period in order to identify the quantity of waste re-cycled and thus not destined for landfill. It would also serve to draw comparison between households of the re-cycling initiative. More information on this proposal would be presented at future meetings. In the meantime, parishioners should be encouraged to obtain re-cycling bins for household waste through the SDC website.

Neighbourhood Wardens – Mrs Carrick continued to urge the Parish to investigate further the benefits of employing a Neighbourhood Wardens. Councillors agreed that whilst this may be a worthwhile initiative they would wish to discuss the matter with parishes that currently employ a warden before taking further action. Mrs Carrick undertook to provide a list of such parishes in the District. Councillors agreed that in due course it would be useful to invite the Co-ordinator of the Neighbourhood Warden Scheme to give a presentation to the Parish Council.

Councillors' Surgery – Mr Carrick advised that she and County Councillor J Nash would hold their first parishioners 'surgery' in Bisley Village Hall on Saturday 21st April 2007 between 10.00 am and 12.00 noon.

07.04 7. **County Council Matters**

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

County-wide Emergency Planning – The County Council led a partnership bid with 6 District Councils and achieved 'Beacon Status' for planning together to cope with the event of a major emergency in the County. The joint bid was one of only 7 in the Country to achieve this award.

Millennium Celebrations – A Judicial Enquiry instigated by the High Sheriff and held last autumn in Council Chambers determined that Gloucestershire County came into being in the year 1007. It is hoped that various events will be held during the year to celebrate the Gloucestershire Millennium.

Waste – District Councils are responsible for the collection of waste and the County Council for its disposal. Although Stroud District has an excellent record on re-cycling, the whole problem is very serious with pending EEC fines for each ton of landfill. The County is investigating a system for re-cycling kitchen waste. If solutions are not found for reducing landfill, Council Tax payers could be faced with liability to cover the cost of the fines which could run into millions of pounds per annum.

07.04 8 **Matters for Discussion**

a) **Gloucestershire Highways**

The Chairman – Mr R S Bryant - had written to Gloucestershire Highways to complain about a number of issues affecting roads maintenance in the Parish. Lack of communication by Highways on additions, deletions or alterations to maintenance programmes was highlighted as was the poor response to dealing with the repair of potholes in the Parish which showed little evidence of co-ordinated effort or quality control. Contact with the Highways Department through their Central Control Office had proved extremely difficult and when successful showed evidence of lack of knowledge and training of telephone staff.

In order to address these issues the Chairman had called for a meeting with senior representatives from the Highways Department, to be held in Bisley WI Village Hall on 23rd April 2007, commencing at 2.00pm. Councillors were invited to attend. At this meeting it was intended to cover all of the issues contained in the Chairman's letter and to take the representatives on a tour of some of the most poorly maintained roads in the Parish.

b) **Stroud District Council – Consultation on Statement of Community Involvement**

The Clerk distributed a letter received from SDC detailing the consultation process covering the Statement of Community Involvement, of which only one copy was available to parishes. Councillors were guided to the SDC website where the document was available on-line. The consultation process would end on 14th May 2007.

The meeting considered that the document could prove useful in informing the Village Design Statement process. The document was passed to Mr P Dawes and it was agreed that a response by the Parish could be discussed at the meeting of the Parish Council on 2nd May 2007.

c) **Stroud District Council – Fly-tipping Policy**

District Councillor P Carrick had been asked to determine the policy within SDC for dealing with the problem of 'fly-tipping'. Councillor Carrick said that her investigation had shown that SDC was prepared to take rigorous action against guilty parties when responsibility could be clearly identified. In instances where fly-tipping posed a danger to the public, the Community Safety Department at SDC could arrange for the installation of temporary CCTV Cameras in an attempt to 'capture' offenders and parishes could invite Enforcement Officers to visit sites where fly-tipping had occurred.

d) **RoSPA Play Area Inspections**

The Clerk advised councillors that the annual RoSPA Inspection of Play Areas in the Parish would be held during April. Mr A E Davis asked the Clerk to notify RoSPA that the Play Area in Waterlane had been dismantled during during the year.

- e) **Annual Audit of Parish Accounts**
The Clerk informed the meeting that the Annual Audit of Parish Accounts would be carried out by Moore Stephens Chartered Accountants in August 2007. Accounts would need to be finalised by June 2007 for submission in the first instance to the Internal Auditor appointed by the Parish.
- f) **Parish Mapping – Land Management Information Service**
Councillors were passed details of a Mapping System available from Land Management Information Services (LAMIS) which could prove useful for planning and other issues in the Parish. Details were available on the LAMIS website and councillors were asked to consider whether this system could meet the requirements of the Parish for access to detailed maps. The accompanying advertising literature stated that the service was in use in other parishes and the Clerk was asked to contact one of these users – Hambledon Parish – to enquire about the benefits of the service.

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Finance**Receipts March 2007**

Bank Interest	£86.26
Allotment Rents	£94.00

Total Receipts **£180.26**

Payments – April 2007

	<u>£</u>	<u>VAT</u>	<u>Total</u>
T W Bryant – Maintenance Oakridge	144.49		144.49
Hailey Wood Sawmill – Gates Oakridge	375.50	65.71	441.21
Electronic Imaging – Photocopier	20.08	3.51	23.59
Omar Cottle – Burial Ground Oakridge	85.00	14.87	99.87
Npower – Bisley Pavilion	10.65	0.53	11.18
GAPTC – Annual Subscription	378.29		378.29
NALC – Annual Subscription	13.50		13.50
R Newbold – Noticeboard Eastcombe	178.79		178.79
T W Hawkins – King George V Field Bisley	45.00	7.88	52.88
Bisley Village Hall Rent	30.00		30.00
I Trueman – Maintenance Bisley & Eastcombe	384.50		384.50
N MacLeod – Clerk’s Salary Mar 07	675.40		675.40
Revenue & Customs – Tax/NI	334.15		334.15
Robert Cole – Wall at Oakridge	4,500.00	787.50	5,287.50
A Banyard – Bisley Pavilion Cleaning	210.00		210.00
GRCC – Annual Subscription	25.00		25.00
Mr A E Davis – Refund of Key Cost	6.00		6.00
Totals	£7,416.35	£880.00	£8,296.35

Petty Cash Payments – March 2007 **£37.69**

Cash Balance as at 31 March 2007 **£13,620.50**

Bisley Gift Balance as at 31 March 2007 **£2,427.49**

Bisley Lock-up Balance as at 31 March 2007 **£2,037.18**

Westbury Gift Balance as at 31 March 2007 **£10,000.00**

Parish Office Reserve as at 31 March 2007 **£10,000.00**

07.04 10 **Planning**

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

S.07/0282/COU – Bathurst House, Stancombe – Conversion of existing roof-space into caretaker's flat – **Comments Only** – We are concerned that this is the first stage to enable the whole of the property to become residential. However, should this application be allowed we would request that it be stipulated that the inappropriate sodium lighting be removed. If lighting is required it should be of the more usual domestic type with sensors which are not activated by passing traffic.

S.07/0385/LBC – Jaynes Court, School Road, Bisley – Internal alterations – **Support.**

S.07/0371/FUL – Well cottage, Waterlane, Oakridge – Addition of kitchen extension and replacement of existing porch – **No Comments.**

S.07/0437/CPE – Rectory Farm, Limekiln Lane, Bisley – Erection of a building and change of use to a single dwelling – **Support** – It should be noted that whilst supporting this application we would not wish the site to be further developed as residential.

S.07/0448/FUL – Iles Green Cottage, Far Oakridge – Erection of an extension, alterations, renovation and installation of a wind turbine – **Object/Comments** – The comments are detailed and substantial and can be viewed by prior appointment at the Parish Council Office.

S.07/0505/FUL – Cherry Blossom Cottage, Oakridge Lynch – Erection of extension to the south elevation, alteration to entrance porch – revised design following earlier approval - **Support/Comment** – This application will not affect the setting of the listed building because it cannot be clearly seen in the same vista.

S.07/0525/FUL – Cherry Oakes, Oakridge Lynch – Alteration of delivery vehicle parking space to existing driveway – **Support** – This provision will help secure the viability of the village shop by allowing easier access and parking.

S.07/0545/FUL – Gladstone Cottage, Eastcombe – Erection of two-storey side extension with single-storey rear extension – **Comments only** - The proposed changes would be an improvement to the existing building.

S.07/0498/FUL – Bakers Paddock, Oakridge Lynch – Single-storey extension, alterations to windows and doors together with rendering of existing internal walls – **Support.**

S.07/0632/LBC – Overcourt, School Road, Bisley – Installation of solar panels on roof and lining of chimney and cowl on stack –

Support/Comment – We applaud the use of sensitively-sited solar panels.

S.07/0659/FUL & S.07/0656/LBC – Jaynes Court, School Road, Bisley – Adaption of existing vine house structure to swimming pool changing room, WC and store – **Support.**

S.07/0628/LBC – Jaynes Court, School Road, Bisley – Existing window to be extended down to existing stone sill – **Support/Comment** – We applaud the care and attention to detail in this application.

07.04 10 **Planning (Continued)**

S.07/0625/LBC – The Coach House, The Old Vicarage, Oakridge Lynch – Erection of a lean-to porch/log store – **Support/Comment** – This porch and log store is not highly intrusive and in fact cannot be seen easily from the road or the listed building. It will improve the amenities available to the household by giving shelter to people entering the building and to the winter fuel store.

S.07/0551/LBC – 1 Church Hill, Bisley – Removal of existing rear porch and erection of single-storey extension, installation of roof lights and re-instatement of original windows – **Support.**

S.07/0707/FUL – Windmill Bungalow, Fidges Lane, Eastcombe – Erection of new chalet bungalow (Re-submission following refusal of application S.06/2748/FUL) – **Comment only** – We note and welcome the amendments (Nos. 1,2,3,4) made to the original application, in particular the lowering of the overall height, the movement away from Cair Paravel and the use of natural stone on the front elevation.

S.07/0744/AGR – Rodways Farm, Eastcombe – Erection of storage building – **No observations.**

Mr R N Budgeon who had declared a specific interest in Planning Application S.07/0448/FUL was invited to leave the Council Chamber. All decisions were ratified by the remaining councillors and Mr Budgeon rejoined the meeting.

Councillors observed that the detailed comments of Ward Planning Sub-Committee Chairman were not invariably included in the submission presented for ratification by the meeting. The Clerk said that on very few occasions the comments of Sub-Committee Chairman were very lengthy and in some instances included photographs. It was agreed that for future meetings the Clerk would bring detailed comments pertaining to such applications for inspection by councillors if requested.

Mr S Trinder – Planning Sub-Committee Chairman of Bisley Ward - said that he was concerned about a planning procedure which enabled an applicant to submit a revision to the original application where an objection had been lodged. In situations where several parties were involved in objecting to the original application, insufficient time was available to carry-out further consultations with these parties before the revised application was placed before Committee at SDC for decision. The Clerk was asked to speak with Head of Planning at SDC to raise this concern.

07.04 11 **Correspondence**

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

Star Light Express	Part-time Adult & Community Learning News Spring 2007
Cotswold Lion	Cotswold Conservation Board Newspaper – Spring/Summer 2007
Gardening Assistance Scheme 2007	Appeal for gardeners to assist Older and disabled persons
RoSPA 2007	Play Safety Training Courses
CPRE	Newsletter – March 2007
Kingshill House, Dursley	Events/Workshops Feb – Jul 07
CPRE	Bledisloe Cup Competition 2007

07.04 12 **Ward Matters**

a) **Bisley**

Mr P Thorp advised that SDC would be holding a consultation with Bisley Parishioners on 11th April 2007 to consider the recently-published Bisley Conservation Area Statement. Mr S Trinder said that the document referred to a previous Statement produced in 1997 and asked the Clerk to obtain a copy. Ms L Greene said that the date of this consultation had been decided without reference to the Parish Council and expressed concern that with the Easter break and school holidays the timing of the event was less than ideal.

In relation to the proposed new or re-furbished pavilion at King George V Playing Fields, school representatives had said they would benefit from use of the facility. This could provide a useful extra source of funding for the project given that schools may have access to additional sources of funding.

- b) **Eastcombe**
Mr R K Brooks asked County Councillor J Nash to continue her investigations into the replacement of the plastic 'Twenty is Plenty' road signs in Dr Crouch's Road, Eastcombe with more permanent signs.
- c) **Oakridge**
Oakridge Ward had no points to raise that were not covered elsewhere in the meeting/

07.04 13 **Date and Place of Next Meeting**

The next meeting – the Annual General Meeting - will take place on Wednesday 2nd May 2007 at Bisley WI Village Hall.

There being no further business the meeting closed at 2145 hours.