

**MINUTES OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL MEETING HELD
ON WEDNESDAY 5th SEPTEMBER 2007 at BISLEY WI VILLAGE HALL**

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

In attendance: County Councillor J Nash
District Councillor P Carrick

One member of the public was present.

09.07 1 **Apologies for Absence**

Apologies for absence were received from Mrs J Russell, Mr R Peyton and Mr P Dawes.

09.07 2 **Public Participation**

The Chairman welcomed Mrs Ceri Nash to the meeting as a prospective Councillor for Bisley Ward and Mrs Enid Brown to view the presentation by the Neighbourhood Warden Scheme. The Chairman welcomed Mr Ashley Nicholson and Mr Andrew Foster from the Neighbourhood Warden Team and invited them to give their presentation in advance of the remaining items on the agenda.

09.07. 3 **Neighbourhood Warden Presentation**

Mr Nicholson and Mr Foster thanked the Parish Council for the opportunity to present the benefits of the Neighbourhood Warden Scheme and guided Councillors through a 'Powerpoint' resume of the Scheme from its inception in 2002 to date. Nine Wardens were now operational throughout the Stroud District, and many Parishes 'shared' the services of Wardens, to reflect individual requirements. The role of Wardens within the community was outlined, although it was emphasised that they did not possess any statutory powers of enforcement. The Scheme operated closely with other local organisations such as Neighbourhood Watch and the Community Police Service in order to develop an 'eyes and ears' presence in communities. Several Councillors expressed interest in the range of services offered and particularly issues such as letter clearance, fly-tipping, anti-social behaviour and abandoned vehicle removal.

Mr Nicholson advised that the cost to a Parish for the services of a Warden for one day per week would be £400.00 per annum. He also agreed that he would be available – at no cost – to spend a day in the Parish assessing the scope of work which could be achieved, given the dispersed nature of the villages and hamlets within the area.

The Chairman and Councillors thanked Mr Nicholson and Mr Foster for an interesting presentation and agreed that the merits of becoming involved in the Scheme warranted further consideration.

09.07 4 **Declaration of Interests**

Mr R S Bryant declared an interest in an account for payment at Item 09.07 (10).

09.07 5 **Minutes of Previous Meeting**

The draft minutes of the meeting held on 1 August 2007 having been circulated were approved and the chairman signed the minute book.

09.07 6 **Matters Arising**

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

In the absence of Mr P Dawes, the Clerk circulated the latest batch of Parish Plan Actions for September 2007. County Councillor J Nash said she would hasten outstanding information on School Transport Plans now that the new Term was underway.

As to Adult Education available in villages, Mr A E Davis suggested that it might be worthwhile to first explore what was available in the local towns and determine if any 'outreach' facilities were possible.

Mr C James said he would investigate the education facilities available in Cirencester. County Councillor J Nash said she would liaise with the Clerk about the current status of the 'Night Bus' to villages.

It was reported that progress on the Village Design Statement was slightly behind schedule. 'Bullet Points' were awaited for a number of sections of the report and when collated these would be presented to the Steering Group for review in a 'skeleton' document.

b) **S137 Payments**

It was agreed that rather than to publicise and invite applications from deserving causes, a list of causes which had received support would be drawn-up by the Clerk for circulation to Councillors. It was further agreed that Councillors were well-aware of the organisations within Wards which may have reason to apply for support and that they would be available to offer guidance as required.

c) **Response to Water Emergency**

It was agreed that the Paper drafted by Mr P Thorp titled 'Localised Resilience in Emergency Situations' would form a basis for the development of a Parish Emergency Plan. A date and time for a meeting to develop this plan would be arranged for the first week in October, following Mr Thorp's return from holiday. It was also agreed that the Plan should be linked with the Government Select Committee's findings on the 'Lessons Learned from the Emergency' and County Councillor J Nash undertook to find out when this will take place..

Mr A E Davis said that the Parish should write a letter of appreciation to Stroud District Council for the excellent work done by staffs in distributing bottled water to the rural hamlets and villages. The Clerk was asked to send an appropriate letter of thanks.

Discussion led on to a Petition presented by Mr P Thorp concerning the proposal to remove the Gloucestershire County's 999 Fire Control from the Tri-Service Centre at Quedgeley and to re-locate it to a Regional Fire Control Centre at Taunton. It was agreed that the Tri-Service Centre played an important role in co-ordinating the response to the recent flooding emergency and that to move control of the Fire Service to a Regional HQ could be detrimental should a similar emergency arise. It was proposed by Ms L Greene and seconded by Mr R K Brooks that a copy of the Petition should be placed on the Parish website so that parishioners would have the opportunity if they wished to support the status quo.

d) **Speed Management Conference**

Councillors were advised that the Speed Management Conference scheduled to take place in Cheltenham on 11th September 2007 had been cancelled because staffs were committed to the flood-damage recovery programme.

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e) **Public Liability Insurance Cover**

The Chairman confirmed that following investigation by the Clerk through Allianz Cornhill (The Parish Insurance Company), the Parish held the appropriate level of Public Liability Cover for self-employed handymen engaged by the Parish on routine maintenance issues.

f) **Highways Seminar – 10th October 2007**

The Chairman confirmed the date of this Seminar which he, Mr P Thorp and the Clerk would attend. County Councillor J Nash said it was still unclear how all the costs of flood repair damage to the highways would be met and at present the contractors – W S Atkins – were proceeding on the basis of first carrying out the work and then submitting a claim for additional funding. The Chairman added that it was already becoming clear from communications with the Highways Department that scheduled maintenance was being withheld until the full extent of the damage, likely cost and additional funding was clarified.

09.07 7 **District Council Matters**

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

Flooding and Water Emergency – SDC were returning to normal operations after the recent emergency. It had clearly been a testing time for all concerned and she was pleased to report that media coverage and responses by the public had generally been favourable. There would now be a process of drawing together the lessons learned from the experience.

Environmental issues – New trials involving bin collection were underway and a ‘Good Composting Scheme’ was being tested in Dursley.

Cotswold Canal – The discovery of a ‘protected species’ had delayed progress on the canal restoration. However, work on the Oil Mills (Ebley) section would begin in late September.

Appointments – Mrs Carrick advised the meeting that she now holds the additional positions of Vice-Chairman of the Licensing Regulation Committee, Secretary of the Conservative Group, SDC Representative on the Citizens Advice Bureau ‘B’ Committee, Energy Champion – Affordable Warmth and SDC Representative on ‘Home Start’ Stroud and Dursley.

Surgery Meeting – A joint District Council/County Council ‘Surgery’ would be held in the new Village Post Office/Shop in Oakridge in October.

09.07 8 **County Council Matters**

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

Recovery from Flooding – ‘Gold Command’ based at Quedgeley had passed control to the ‘Recovery Group’. This Group is led by the County Council but involves all local councils working together with health and voluntary agencies. Recovery would cost in excess of £50M. The first £1.2M would be met by the County Council and thereafter eligible costs would be requested from the Government. £3.5M had been offered by ST Water and £2M by the South West Regional Development Agency to assist communities and small and medium-size business affected by flood and in some cases loss of water. A Government Select Committee has been set up under an independent Chairman to consider “Flooding Lessons Learned”. Views of businesses, residents and public organisations will be sought. Finally, The Regional Development Agency has awarded the sum of £50K to promote the Tourist Industry in the ‘wake’ of the flooding emergency.

Corporate Performance Assessment – With the summer and holiday period out of the way, County Council is faced with a heavy workload as it moves towards its Annual Corporate Performance Assessment.

Weavers Croft Residential Home – County Councillor Nash said she was sad to report that Weavers Croft Residential Home in Stroud had failed to survive the re-organisation of Care Homes in the County. This will result in a transfer of the bed-spaces in Stroud to locations in Cheltenham.

- a) **Annual Accounts and Appointment of Internal Auditor**
Councillors were presented with copies of the Accounts of the Parish for the FY ended 31st March 2007. The Internal Audit by Mr Ernest Pike had been completed and there were no observations. The Clerk explained any significant variations from the previous year and advised that the Accounts had been advertised for public scrutiny as required. Ms L Greene proposed that the Accounts be accepted by the Parish Council and this was seconded by Mr A E Davis – carried unanimously.
As a result of the diligent work carried out by the Internal Auditor – Mr Ernest Pike – over the past 2 years it was recommended that he be invited to continue for the FY ending 31st March 2008. Mr A E Davis proposed the retention of Mr Pike. This was seconded by Mrs L Hemming and carried unanimously.
- b) **Review of Financial Regulations for Town and Parish Councils**
Councillors agreed unanimously to the proposal by Ms L Greene, seconded by Mrs L Hemming that the Parish should adhere to the Financial Regulations for Town and Parish Councils produced by The National Association of Local Councils.
- c) **Gloucestershire Strategic Housing Market Assessment**
A meeting will be held on Wednesday 19th September 2007 which would enable parishes to have a say on future housing provision across the County. The meeting will take place at City Council Offices (North Warehouse) from 1830 – 2000 hours. Ms L Greene said she should be available to attend.
- d) **Energy Neighbourhoods Meeting – 12th September 2007**
A meeting hosted by Severn Wye Energy Agency would be held at Rodborough Community Hall to present the Energy Neighbourhood Project. Mr R N Budgeon said that he had received an invitation through his business connections and would attend. The Chairman said that he would wish additional Parish Council representation at the meeting. Post meeting note – The Chairman advised the Clerk that he would attend.

e) **SDC - Planning Guidance**

Councillors discussed a number of recent planning applications where there were apparent inconsistencies and contradictions in the decision-making process at SDC. Such events had left Ward Planning Sub-committees confused and uncertain, particularly in circumstances where refusal to grant an application seemed to be at odds with similar applications which had previously received approval or vice versa.

It was agreed that the matter needed clarification and it was recommended that a meeting should be convened between Parish Planning Sub-committee Chairman and the Head of Planning at SDC. It was also recommended that there should be representation by individuals with Conservation and Sustainability expertise in planning matters.

The Chairman asked the Clerk to contact the Head of Planning at SDC to arrange this meeting, and said that it would be helpful if the questions to be posed were notified in advance to SDC so that they could prepare appropriate responses.

f) **Parish Green Spaces**

The Chairman announced that this matter would now be held over to the next PC Meeting.

g) **Parish Office**

The Chairman stated his disappointment that the Parish Council's bid to the National Lottery for financial support for a Parish Office had been unsuccessful. It was agreed that this setback would not dissuade the Parish Council from its determination to obtain funding assistance for this important project.

Mr A E Davis said that the Council should now consider making provision through precept over the next 2 or 3 years to increase the current reserve of £10,000.00 set aside for the project. By so doing, this should enable the project to become feasible in the shorter term and would encourage other grant-making bodies to contribute.

09.07 10 **Finance**

Receipts August 2007

Bank Interest	£102.92
Allotment Rent	£13.00

Total Receipts **£115.92**

Payments – September 2007

	£	VAT	Total
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P Hayward-Berry – Grass Cutting (O)	20.00		20.00
E F Pike – Internal Audit Fee	100.00		100.00
T W Hawkins – Grass Cutting	1375.66	240.74	1616.40
Graduate Gardeners – Burial Grnd (O)	235.87	41.28	277.15
BT – Phone Bill	109.31	18.34	127.65
T Weaving – Handyman – Bisley	354.00		354.00
N MacLeod – Clerk’s Salary – Aug 07	675.40		675.40
Revenue & Customs – Tax/NI	334.15		334.15
I Trueman – Grass Cutting (B & E)	94.00		94.00
P Hayward-Berry – Grass Cutting (O)	20.00		20.00
PCC All Saints Church Bisley – S137	500.00		500.00
‘What’s On’ Newsletter – S137	100.00		100.00
Eastcombe Newsletter – S137	100.00		100.00
St Bartholomew’s Church (O) – S137	800.00		800.00
Oakridge Methodist Church – S137	100.00		100.00
A Banyard – Cleaning Pavilion (B)	85.00		85.00
D Holbrow – ‘Strimming’ – E’Combe	135.19	1.53	136.72
T Bryant – Maintenance – Oakridge	151.66	5.04	156.70
K Amos – Notice Board – Oakridge	575.00		575.00
Totals	£5,865.24	£306.93	£6,172.17

Petty Cash Payments – August 2007 **£67.50**

Cash Balance as at 31 August 2007 **£16,077.68**

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

Bisley Lock-up Balance as at 31 August 2007 **£2,061.88**

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

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

09.07 11 **Planning**

The following Planning Applications were received and decisions, where applicable, are recorded:

S.07/1349/FUL – Twizzleton Piece, Off Limekiln Lane, Bisley – Change of Use for a retrospective application for the erection of a chambered ‘ Longbarrow’ – **Support.**

S.07/1359/FUL – Rosebrae, Oakridge Lynch – Re-development of a bungalow to form 2-storey dwelling with detached garage – **Support/Comment** – This is a large re-development of a small bungalow but all the houses in this row except one are now large family homes and on this basis we can find no reason to object.

S.07/1481/FUL – Farthings, Bournes Green – Proposed alterations to attic floor to include re-modelling dormer windows – **Support.**

S.07/1480/LBC – Solomon’s Court, France Lynch – Erection of lean-to timber & glazed conservatory and enlargement of window opening to form doorway access – **Support/Comment** – This will make a useful addition to this building without compromising the Listed Building status.

S.07/1490/FUL – Sweetbriar Cottage, Oakridge Lynch – External/Internal changes to garden shed and construction of 1200mm high garden retaining wall – **Support/Comment** – This will make no difference to any neighbours, will not be visible from anywhere off the site so we support this application. We would like to see it remain ancillary to the main house.

S.07/1734/FUL & S.07/1735/LBC – Througham Slad Manor, Bisley - Erection of ground floor extension – **Support.**

S.07/1733/FUL & S.07/1731/LBC – Througham Slad Manor, Bisley – Demolition of greenhouse, erection of new open-fronted garage building, erection of enclosed garage and associated building works – **Support.**

S.07/1732/LBC – Througham Slad Manor, Bisley – Internal refurbishment complete with formation of a new door, window and roof-light openings – **Support.**

S.07/1749/COU & S.07/1777/LBC – The Old Mansion, Far Wells Road, Bisley – Conversion of existing garage/garden store to residential annexe and single garage – **Support.**

S.07/1787/FUL – Fysie, Oakridge Lynch – Erection of dwelling and single-storey extension to existing dwelling – Fysie – **Object** – The application for the existing dwelling ‘Fysie’ makes it a two-storey dwelling and not a single-storey dwelling as the application states. The proposal for the new dwelling is more dominating than because of its ‘street scene’ presentation straight on the road. The dwellings on either side of this plot are both traditional natural stone, smaller lower-profile buildings

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

09.07 12 **Correspondence**

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

Gloucestershire Playing Fields Association	Summer 2007 Newsletter
Clerks & Councils Direct Magazine	September 2007
Gloucestershire Review	Autumn 2007 Magazine
CPRE	Fieldwork Magazine
NALC Magazine	September 2007
Gloucestershire Rural Renaissance Magazine	Summer 2007 Issue
GRCC SDC Community Safety	Notice of AGM 27 Sept 07 Community Care Event for Young Adults

09.07 13 **Ward Matters**

- a) **Bisley** – Ms L Greene advised the meeting that negotiations to secure a lease on a portion of ‘Evans Field’ for the provision of a play area at Windyridge had stalled. In view of this it had been decided to convene a meeting of Windyridge Residents to discuss what other alternatives might be available.
Ms L Greene also raised the issue of the retrospective planning application concerning the solar panels at Overcourt and in particular the copy of a letter which SDC had received from English Heritage in April 2007. This letter had not been made available for public scrutiny, although it clearly influenced the planning decision. The applicant and Bisley Ward consider this to be a significant development and are reviewing the situation.
- b) **Eastcombe** – Eastcombe Ward had no points to raise which were not discussed elsewhere in the meeting.
- c) **Oakridge** – Oakridge Ward had no points to raise which had not been covered elsewhere in the meeting.

00.07 14 **Date and Place of Next Meeting**

The next meeting will take place on Wednesday 3rd October 2007 at Bisley WI Village Hall.

There being no further business the meeting closed at