

**MINUTES OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL MEETING HELD
ON WEDNESDAY 7th FEBRUARY 2007 at BISLEY WI VILLAGE HALL**

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

In attendance: County Councillor J Nash
District Councillor P Carrick

2 members of the public were present.

- 07.02 1. **Apologies for Absence**
Apologies were received from Mr A E Davis, Ms L Greene, Mr C James and Mr P Dawes
- 07.02 2. **Public Participation**
Two members of the public were present as spectators to the proceedings of the Parish Council Meeting.
- 07.02 3. **Declaration of Interests**
Mr R S Bryant declared an indirect interest in the payment of cheque for maintenance work at Oakridge Ward.
- 07.02 4. **Minutes of Previous Meeting**
The draft minutes of the meeting held on 10th January 2007 having been circulated were approved and the chairman signed the minute book.
- 07.02 5. **Matters Arising**
a) **Parish Plan**
Councillors were asked to notify Mr P Dawes of any further update on the short-term actions required by the Parish Plan and remain mindful that these required to be completed by 31 March 2007.

b) **Village Design Statement (VDS)**

Councillors were advised that the first meeting of the VDS Steering Group had taken place at Bisley WI Village Hall on 31st January 2007. At the meeting it was agreed that the Chairman of the Parish Council would 'Head' the Steering Group and participate in events as required. A target timetable of the actions required to produce a high-quality VDS had been set, leading to completion by 30th November 2008. Copies of the 'draft' final version of the SDC Local Plan had been obtained to inform the Steering Group and copies of Design Statements completed by similar rural communities had also been identified.

It was agreed that Mr S Trinder of Bisley Ward would be added to full membership of the Steering Group and that other key individuals and organisations would be co-opted as required during the development of the VDS. A 'Yahoo Group' Distribution List would be set up to ensure that there was full and effective communication to all interested parties during the VDS process.

The next meeting of the Steering Group would be held in Bisley WI Village Hall on 28th February 2007 at 7.30pm.

c) **Parish Office Working Group Report**

The Working Group formed to consider the feasibility of providing a 'dedicated' Parish Office building held its initial meeting on 17th January 2007. The following issues had been considered and agreed:

1. There was an over-riding requirement for the Parish Clerk to work from premises which were of sufficient size to meet the ever-increasing workload placed on Parish Councils.
2. It was important that both councillors and parishioners should have regular access to the 'working office' of the Parish.
3. The premises should be of sufficient size to cater for group meetings of up to 12 persons.
4. Toilet facilities would need to be incorporated.
5. Bisley Ward was the most suitable location for the premises and that the most suitable site should be identified and discussed with other parties as required.
6. The cost of providing suitably-sized premises would be in the order of £40,000.00, against which £10,000.00 had already been set aside from Parish Reserve Funds.
7. All possible avenues for additional external funding would be explored.

A date for the next meeting of the Working Group would be set when further information on a suitable site was available.

d) **Report from Cotswold Canals Trust Meeting**

The Clerk reported that he and Mr A E Davis had attended a meeting of the Cotswold Canals Trust at Ebley Mill on 24th January 2007. Parish representatives had been warmly welcomed to the meeting of this forum to which they had previously not received an invitation. From the meeting it was clear that work on canal restoration would not reach the Parish's main area of interest for some years but it was considered important that the PC should continue to participate at future meetings of the Trust, the next of which would be held on 18th April 2007 at 7.00pm at the Council Offices, Ebley Mill.

e) **CPRE Forum at Frampton-on-Severn**

The Chairman reported on his attendance at a meeting of the Berkeley Vale Branch of CPRE. Although an invitation to the Parish had not been intended by the organisers the Chairman said that it had proved a useful event, mainly because of the opportunity it gave to meet and discuss issues with the Chairmen of other Parishes, including Painswick and Miserden.

07.02 6. **District Council Matters**

District Councillor Carrick reported to the meeting on the following matters:

1. **SDC Environment Green Paper** – SDC continue assess the suggestions (in excess of 1000) received in response to the draft Environment Green Paper. These have been collated into 4 main categories – Climate Change, Waste & Re-Cycling, Public Spaces and Other – and the work carried out to date has been incorporated in Version 4 of the Green Paper on the Council Website.
2. **Proposed Cardboard Bank in the Parish** – Further details of the proposed provision of cardboard re-cycling facilities in the Parish are still awaited from SDC and more specifically details of the alternative systems available.
3. **Pop-up Urinal in Stroud** – Councillor Carrick provided the meeting with a graphic description of the newly-installed pop-up urinal sited on King's Parade in Stroud and speculated that this would be a welcome and well-used facility.
4. **Cotswold Canals** – Details of the most recent work on the canal restoration were provided and it was expected that investigation into the ecological wisdom of permitting tours to the colony of bats in Sapperton Tunnel would commence in April 2007.
5. **Neighbourhood Wardens** – Councillor Carrick provided the meeting with a brief overview of the scope and perceived merits of the Neighbourhood Warden Scheme in Stroud District. Written details of the Scheme were passed to councillors and the Chairman said that discussion on the matter would be held over until councillors had been able to study the range of services and assistance offered.

07.02 7. **County Council Matters**

County Councillor J Nash informed the meeting of the following issues:

1. **Education** – Gloucestershire County had moved into the top 10% of authorities, based on the GCSE results in 2006. Negotiations were taking place in the Department of Education to secure a new 'Academy' in Cheltenham on the site of the present Kingsmead School and that this would absorb pupils from Kingsmead. The facility would be funded entirely by Central Government.
2. **Environment** – As part of the County Council commitment to 'green' energy, three out of the four Park and Ride bus operations were now using bio-diesel fuel and that the entire fleet of Bennetts Coaches which also service several schools will be run entirely on bio-diesel.
3. **Libraries** – Use of the Internet at libraries will remain free of charge and the number of terminals will increase from 282 to 351 by March 2007.
4. **Health** – The County Council Cabinet had written to the Secretary of State for Health to express deep concern about cuts in funding for Gloucestershire.
5. **Fire Service** – Work was underway to secure funding for two new Fire Stations in Gloucester and Cheltenham in order to provide Appliances nearer to housing developments, thus providing quicker response times.
6. **Highways** – Following a recent Estimates Meeting it was confirmed that schemes for inclusion in the 2007/08 budget included work from Oakridge to Water Lane, Iles Green, Trillis and the School Safety Zone in Eastcombe. The Chairman said that he was concerned at the lack of any documentation or guidance from County Highways on Snow Clearance Operations for the Parish. It was important that clear guidance was available for Snow Wardens and Snow Plough Operators on how authority to activate was to be sought and the division of responsibility for roads clearance between the County and the Parish. The Chairman asked Councillor Nash to investigate this issue. Mr P Thorp also asked Councillor Nash to hasten an update from County Highways on the Road Safety Scheme for Bisley Village currently under consideration.

07.02 8 **Matters for Discussion**

a) **Village Impact Scheme - Oakridge**

The Chairman said he was pleased to report that Gloucestershire Highways would be undertaking carriageway repairs and resurfacing of various roads within Oakridge Village. The work was to commence on 12th March 2007 and would take around three weeks to complete. Closure of some roads to traffic would be necessary whilst the work was underway.

- b) **Village Post Offices/Sustainable Communities**
Copies of an extract from 'Hansard' on the Second Reading of the Sustainable Communities Bill had been provided by David Drew MP and circulated to councillors. It was considered that this information would provide a worthwhile backdrop to the meeting on 'The Future for Village Post Offices/Shops', to be held in Bisley WI Village Hall on Friday 23rd February commencing at 7.30pm. The Clerk was asked to make the necessary arrangements for this meeting. The Clerk and Mr A E Davis would also attend a GRCC Event on Village Post Offices/Shops to be held at Maisemore Village Hall on 15th February 2007, as a further backdrop to the Bisley Meeting.
- c) **Gloucestershire County Council Seminar for Town and Parish Councils – 6th March 2007**
Details of the Seminar to be held at Shire Hall were circulated to councillors. It was noted that the start-time for such events being 5.30pm was most inconvenient for many councillors in full employment and that travel to the event involved confronting the rush-hour traffic. Nonetheless, it was agreed that Mr P Thorp and the Clerk would attend this event.
- d) **Proposals for a Waste Re-Cycling Policy in the Parish**
Ms L Greene passed councillors a 'draft' Paper entitled 'Zero Waste for Bisley?' containing outline proposals for the development of a comprehensive re-cycling policy for the Parish. Consideration of this matter was particularly timely as the Parish got underway with producing a Village Design Statement, during which the community could be consulted on its views. Re-Cycling was also the leading topic in feedback from the public on the Stroud District Councils 'Green Paper' on the Environment. The Chairman thanked Ms Greene for her work in producing these proposals and asked councillors to study the Paper before it was raised for further discussion by the Parish Council.
- e) **Communication**
The Chairman reminded councillors that all correspondence written on behalf of the Parish Council should, wherever possible, be 'cleared' with the Chairman and/or the Parish Clerk before dispatch. This was particularly important in communications with outside organisations and with members of the public. However, the Chairman also reminded councillors that they retained the normal freedom of communication as private citizens, provided this did not impact directly on their specific responsibilities as councillors.

07.02 9 **Finance**

Wall Repairs at Eastcombe – Mrs J Russell advised that 3 independent quotations had been received for wall repairs at Eastcombe Recreation Ground. Mrs Russell recommended that the lowest quotation for £1500.00 received from ‘Revo Landscapes’ be accepted for payment out of the Eastcombe Ward precept. Agreement was proposed by Mr S Trinder, seconded by Mr R Budgeon and passed unanimously

Receipts January 2007

Bank Interest	£96.23
Burial Ground Oakridge	<u>£100.00</u>
Total Receipts	<u>£196.23</u>

Payments – February 2007

	£	<u>VAT</u>	<u>Total</u>
Equilibria Products – Gates Oakridge	57.49	8.75	66.24
T Bryant – Handyman Oakridge	63.00		63.00
Graduate Gardeners – Burial Ground (Oakridge)	236.75	41.43	278.18
Rob Wimperis – Tree Planting (O)	103.50	18.11	121.61
N MacLeod – January salary	675.40		675.40
Revenue & Customs – Tax/NI	334.15		334.15
Oakridge Village Hall Trust	5.10		5.10
Totals	£1,475.39	£68.29	£1,543.68

Petty Cash Payments – January 2007 £44.94

Cash Balance as at 31 January 2007 £21,044.33

Bisley Gift Balance as at 31 January 2007 £2,427.49

Bisley Lock-up Balance as at 31 January 2007 £2,028.22

Westbury Gift Balance as at 31 January 2007 £10,000.00

Parish Office Reserve as at 31 January 2007 £10,000.00

Planning Applications Received from Parish Councillors

In order to ensure that any Planning Application from a Parish Councillor is dealt with in the appropriate manner it was recommended that the following addition is made to Part Three of Parish Standing Orders:

‘In the event that a Planning Application is submitted by a Parish Councillor the following procedure is to take effect.

- a) The Councillor is to notify the Clerk when a Planning Application is submitted to the Planning Authority.
- b) Upon receipt, the Clerk is to register the Application in the normal way and pass it to the Planning Sub-Committee Chairman of the relevant Ward, with a covering note advising that the Councillor Applicant must play no part whatsoever in the decision-making process and notification to the Planning Authority. The Councillor Applicant is thereafter to declare an ‘Interest’ in this Application when it is presented before the full Parish Council meeting for ratification of the decision.
- c) In the event that the Councillor Applicant is also Chair of the Planning Sub-Committee in a Ward the Application is to be notified to the Chairman of the Parish Council who will then appoint a Planning Sub-Committee Chairman from one of the other two Wards in the Parish to assist the remaining Councillors of the Ward in dealing with the Application. The Applicant is to play no part whatsoever in the procedure. Thereafter, the Chairman of the Parish Council is to be advised of the decision reached by the Ward on the Application and the Chairman of the Parish Council, with assistance from the Clerk, will notify the Planning Authority of the decision. Again, the Applicant is to declare an ‘Interest’ in the Application when it is presented to a full Parish Council Meeting for ratification.’

A proposal to accept this addition to Parish Standing Orders was received from Mr R Budgeon and seconded by Mr P Thorp. In accordance with Part Four, Section 25 of Parish Standing Orders this proposal was adjourned without discussion to the next Ordinary Meeting of the Council.

Planning (Cont'd)

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

S.06/2991/FUL – Little Close, Stroud Road, Bisley – Erection of two detached dwellings – **Object** – Letter detailing objections sent to Stroud District Council on 22nd January 2007.

S.06/3010/FUL – The Shooting Ground, Limekiln Lane, Waterlane, Oakridge – Construction of planted grass mound acting as a sound barrier to the Shooting Ground – **Object** – The application presents a noise screen only in the Waterlane direction. When the application was raised at the full Parish Council Meeting concern was raised about the noise in Bisley, Oakridge and Far Oakridge. Whilst we think this is a good start to the noise reduction we do not think it goes far enough. We would like to see a Progression Plan to screen the site all-round over the next few years with target dates for each stage. We would also wish to see a specification for the bank material, soil and sub-soil.

S.06/2748/FUL – Windmill Bungalow, Fidges Lane, Eastcombe – Revised plans for erection of a new chalet bungalow to replace existing building – **Comments Only** – We note the changes made, but although these only partially address some of the issues raised previously, there are still several issues outstanding. Specifically:

- The height of the proposed new building compared with the existing one.
- Although the front porch may be reduced in size, it is still not shown in layout plan.
- The use of render as the exterior finish throughout is not in keeping with neighbouring properties.
- Fitting of obscure glass to just the lower half of a bedroom window does not seem a very practical or acceptable solution.

S.06/3023/FUL – Woodlands Yard, Eastcombe – Retrospective application for amendment to car parking layout to include location of security containers within tarmac area of site and car parking – **Support/Comment** – We can see no reason to refuse this application and it is important that a significant local employer can continue to operate in the village without losing equipment to thieves.

S.06/2943/FUL – Bakers Barn, Oakridge Lynch – Erection of garage and log store – **Support/Comment** – This building cannot easily be seen from outside the site and the new building will be an improvement on the old building.

S.07/0206/FUL – The Frith, Far Oakridge – Extension of kitchen and creation of porch access – **Support/Comment** – We think the design is good and particularly like the way the roof lantern reflects the Arts and Crafts workshop roof at the opposite end of the main building.

S.07/0161/FUL – 1 & 2 Swedales, Limekiln Lane, Waterlane, Oakridge – Retrospective application for the erection of a shed at Number 2 Swedales and change of external cladding at Numbers 1 & 2 Swedales from vertical timber to horizontal timber – **Support**.

07.02 11 **Correspondence**

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

Allotments Newsletter	Rural Initiative – Winter 2007
Rural Regeneration Newsletter	January 2007
Gloucestershire Playing Fields Association	Winter Newsletter
Visit Cotswolds Magazine	Visitors Guide 2007
Cotswold Canals Partnership	Business News - Winter 2006

07.02 12 **Ward Matters**

a) **Bisley**

Mr P Thorp advised the meeting of the circumstances surrounding recent anti-social behaviour and vandalism in Bisley – this had resulted in the arrest of an individual. Councillors agreed that there was a need for the Parish to engage more with its youth and to determine what (if any) additional facilities might be provided to cater for their needs. It was agreed that the provision of new pavilions in Bisley and Oakridge would generate the opportunity for some input from youngsters.

Mr Thorp updated councillors on the applications to build three houses on the Little Close Plot and outlined an offer received from the developer to contribute towards a speed sign on the approach to the property. Bisley Ward would respond to SDC on this matter.

b) **Eastcombe**

Mrs J Russell advised that the repair to the Notice Board at Eastcombe Stores was due completion shortly and the Clerk asked Wards to inspect the condition of notice boards and to arrange for handymen to carry out wood preservative treatment in the spring.

c) **Oakridge**

In respect of provision of a new Pavilion at Oakridge Recreation Ground, Mr R Budgeon advised that a number of useful suggestions had been received from the Chairman of the Cricket Club and these would be discussed at the next Ward meeting. Suggestions had included the need to promote youth training and to seek other avenues to increase use of the facility. In pursuing such matters councillors agreed that Wards should discuss matters of common interest and particularly youth activities in order to avoid duplication of effort or conflicting initiatives.

Mr Budgeon also confirmed with Mr R K Brooks that draft papers dealing with Re-cycling and Energy Efficiency would be included on the Parish Website and would provide the facility for comment from parishioners

07.02 13 **Date and Place of Next Meeting**

The next meeting will take place on Wednesday 7th March 2007 at Bisley WI Village Hall.

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