

**MINUTES OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL MEETING HELD ON**  
**WEDNESDAY 7<sup>th</sup> June 2006 at BISLEY WI VILLAGE HALL**

Mr R S Bryant	Chairman
Ms L Greene	}
Mr P Thorp	}
Mr S Trinder	}
Mr R K Brooksr	}
Mr M Hopkins	}
Mrs R C Robertsr	}
Mr A E Davis	}
Mr R N Budgeon	}
Mr P Dawes	}
Mr N M MacLeod	Clerk

In attendance: County Councillor J I Nash  
District Councillor P J Carrick

No members of the public were present.

06.06 1. **Apologies for Absence**

Mrs J W Russell (holiday) and Mrs L Hemming.

06.06 2. **Public Participation**

There was no public participation at the meeting.

06.06 3. **Declaration of Interests**

Ms L Greene – Frith Youth Club; Mr R S Bryant – invoice payment and Mr M Hopkins – Post Office issues.

06.06 4. **Minutes of Previous Meeting**

The draft minutes of the meeting held on 10<sup>th</sup> May 2006 having been circulated were approved and the chairman signed the minute book. The Chairman also welcomed Mrs R C Roberts to her position as Councillor in the Eastcombe Ward.

06.06 5. **Matters Arising**

a) **Confirmation of Outstanding Ward Appointments**

The following Ward Appointments were confirmed:

**Oakridge Ward**

Ward Chairman – Mr A E Davis

**Eastcombe Ward**

Traffic & Transport – Mr M Hopkins

Playing Fields Warden – Mrs R C Roberts

b) **Parish Plan**

Mr P Dawes confirmed that copies of the final Parish Plan were now ready for distribution and bulk issues were made to each Ward by Mr R K Brooks for delivery by hand, with a reserve quantity held by the Clerk, together with a stock of additional labels. Ms L Greene said that in Bisley ward it was planned that much of the distribution would co-ordinated with the issue of the 'Bisley News'. Mr Dawes added that distribution to the outlying areas of Wards could be done by post, for which some budgetary funds remained.

Mr Dawes confirmed that councillors had received copies of the Schedule to take forward actions contained in the Plan and it was agreed to set a target of 6-months for implementation of the short-term actions, with medium-term issues to follow.

Discussion ensued on some of the difficulties and costs involved in using the Ward Newsletters in Eastcombe and Oakridge as 'delivery vehicles', particularly when frequency of publication and issue dates were taken into account. It was agreed that the implementation of actions and methods of delivery should be discussed by Wards, with each Ward reporting to the other Wards on progress.

Finally, Ms L Greene reported that she was approaching two possible sources of funding for the Village Design Statement to add to the funds already received from Stroud District Council.

c) **Village Post Offices**

Mr M Hopkins gave a brief overview of the problems affecting the survival of Post Offices in the Parish, including the methods of remuneration to Postmasters and the effects of withdrawal of core services previously provided at Post Offices – for example, the purchase of TV Licences and Savings Stamps. In reply to a question by Ms L Greene, Mr Hopkins said that Offices which had a large commercial base, such as Eastcombe, would probably be able to survive the withdrawal of some core Post Office business. However, Offices which relied heavily on core business could become unviable. Mr A E Davis expressed his concern that the Oakridge Office could become a casualty from large-scale loss of core business and highlighted the vital role played by this Office to the life and well-being of the village. He thanked the Clerk for a well-prepared letter on the subject to David Drew MP and welcomed Mr Drew's reply in support offering to meet with the Parish Council to discuss this important matter.

The Chairman said that the offer of consultation with David Drew MP was extremely welcome and that an invitation would be extended. Before doing so, the Chairman said it was vital that the Council was well-prepared to present its concerns both coherently and forcefully. To that end, Mr Hopkins and Mr Davis were asked to meet and draw-up a draft letter for submission to Mr Drew, detailing our primary concerns so that Mr Drew would be briefed and prepared when he met with the Council.

d) **Roads Maintenance**

The Chairman reported that he and the Clerk had met with the Maintenance Supervisors from County Highways to discuss the changes brought about under the new Centralised Control Maintenance Contract with WS Atkins. The Chairman said he had concerns about the new reporting system, in that delays to maintenance may result from all work being channelled through a centralised office. It also appeared that lines of communication had been fragmented between the Parish and the Supervisors responsible for work in the area. Furthermore, it seemed from the discussion that management of the budget for smaller maintenance works had not been devolved to the Supervisors as in the past. However, the Chairman acknowledged that the new system needed time to settle and it was too early to draw any conclusions from the changes.

Mr P Thorp reported favourably that 2 minor roads issues he had reported to the Central Office were dealt with expeditiously.

The Chairman then highlighted the total lack of communication with the Parish in advance of the 'top-dressing' maintenance work carried out on the road from Bisley to Waterlane. The work was carried out on 2<sup>nd</sup> June 2006, yet notification by County Highways of this 'impending' work was contained in a letter dated 6<sup>th</sup> June which was then posted with a second-class stamp!

Mr R N Budgeon said that this lack of communication and prior discussion resulted in the maintenance priorities of the Parish being ignored as evidenced in the past by the re-surfacing of the minor road to Trellis which only served a few properties.

A 'draft' letter to County Highways was passed to councillors, which addressed the above items and contained a request that an on-site meeting should take place. This would enable the Parish to highlight concerns and hopefully devise a more effective means of meeting the maintenance requirements for roads in the Parish. County Highways would also be asked to provide a copy of the Forward Roads Maintenance Programme for the Parish.

County Councillor J I Nash expressed her concern at the evident lack of communication by County Highways over roads maintenance issues and agreed that a meeting would help to resolve some of the problems.

Finally, the meeting cleared the 'draft' letter for transmission to County Highways.

06.06 6. **District Council Matters**

Mrs P J Carrick advised the meeting of the following matters:

**Stroud District Council AGM** – This meeting had taken place on 18<sup>th</sup> May 2006, with the election of Chair, Vice-Chair and Leader of the Council. Mrs Carrick said that she had been elected to serve on the Strategic Overview and Scrutiny Committee, which also includes Performance and Audit Overview and Housing Management Forum.

**Cardboard Bank** – There was the possibility that a ‘Cardboard Bank’ would be sited in the area under a pilot scheme, with the possibility that this could be expanded to include household plastic waste.

**European Funding for Climate Change Work** – In a two-year international project, Stroud District Council (SDC) had been given funding -together with Swindon Borough Council and Severn Wye Energy Agency – to lead work on community action planning around Climate Change. SDC would seek broad involvement and consultation with community in developing these plans. Ms L Greene asked Councillor Carrick to determine if any of the funding would devolve down to Parish level and Mr R N Budgeon also requested that Councillor Carrick to find out what action was proposed in the Planning Department to address Climate Control Policy issues.

**Closure of Hospitals** – All members of SDC are opposed to the closure of Gloucestershire Hospitals and a ‘Protest March’ in Stroud has been arranged for Saturday 10<sup>th</sup> June 2006.

06.06 7. **County Council Matters**

County Councillor J I Nash advised the meeting as follows:

**Regional Spatial Strategy (RSS)** – The draft RSS had been published by South-West Regional Assembly. Copies were being sent to all parishes and consultation would be carried out during the period 6 June to 30 August 2006. A briefing session would be held in Shire Hall on Monday 10<sup>th</sup> July from 2-4pm.

**Affordable Housing** – A Commission has made recommendations to Government in changes to Planning Guidance and increased funding from the Housing Corporation, alteration of the ‘right to buy’ and release of more land for rural housing. A summary of the Report was available from Shire Hall.

**Children’s Directorate** – The adoption of children under the Adoption and Children Act is a County Council responsibility. The target set to increase the number of adoptions to 30 per year has been met, as has the time taken to process cases from initial application to approval.

**Big Lottery Fund – Children’s Play Areas** - £124M has been allocated to Local Authorities across England for Children’s Play. The ‘Playful Ideas Programme’ would give the opportunity for Parish Councils and other organisations to support projects focusing on innovation and providing new ways for children’s play. The Clerk holds web-site details for this initiative.

**School Buses** – More CCTV Cameras have been installed in school buses and in the SDC area this has resulted in a significant reduction in reported incidents.

**Under-Age Drinking** – Trading Standards would use volunteer youngsters to test the illegal purchase of alcohol during the ‘World Cup’ period.

06.06 8 **Matters for Discussion**

- a) **Rural and Community Scheme Investment Grants 2007/08**  
The Clerk advised the meeting that bids for Grants from the Rural Investment Scheme were required to be lodged by 30<sup>th</sup> June 2006. However, because of the late arrival of this information in the Parish SDC had agreed to allow some latitude in submission of any bids. Mr A E Davis reported that no bids would be submitted from the Oakridge Ward. Ms L Greene said that Bisley Ward was considering placing a bid for assistance to purchase a 'Shredder' for the Bisley Community Composting Scheme (BCCS), which would be of benefit throughout the Parish. Mr A E Davis supported the Bisley proposal and suggested that if BCCS could raise at least 50% of the cost of this equipment and a Grant of 25% was agreed by SDC, the shortfall could be met from Parish Reserve Funds. Mr R N Budgeon seconded this proposal which was agreed unanimously. Ms Greene said if a 'shredder' was obtained it would be necessary for operators to gain appropriate training and it would be necessary to find secure storage for the equipment when not in use. Mr R N Budgeon said that he might be able to offer assistance in providing storage.  
Mr R K Brooks asked the Clerk to forward information on the 2006/07 Grants to the Parish for publication on the website.
- b) **Village Halls and Community Building Scheme 2007/2008**  
The Chairman said that details of the Scheme had been received from SDC for submission of outline bids by 30<sup>th</sup> June 2006. Grants from this Scheme were available for building projects with a total cost in excess of £20,000 and any Grant obtained would be limited to 25% of that cost. Any project approved for a grant would need to be completed before 31<sup>st</sup> March 2008. It was concluded that there were no projects planned in the Parish for 2007/08 which could generate the 75% contribution necessary to attract a Grant application.
- c) **Annual Updating Conference for Clerks and Councillors**  
The Clerk provided details of the Conference organised by GAPTC to be held at Gloucestershire University on Thursday 29<sup>th</sup> June 2006. The Conference would be held in 2 sessions, commencing at 3.45pm and 6.30pm, respectively. The cost per attendee would be £30.00 for one session and £60.00 for both. The Clerk would wish to attend both sessions and new Councillors were encouraged to attend at least one of the sessions. Funding would be provided from the Parish Training Budget. The Clerk was asked to book the requisite number of places at the Conference.
- d) **Mandatory Code of Conduct – Councillor Training**  
SDC had invited Councillors to a Mandatory Code of Conduct Training Session at The Council Chamber, Ebley Mill on 19<sup>th</sup> June 2006 commencing at 7.00pm. Whilst this training evening is open to all Parish Councillors, it is of particular value to newly-elected members. There is no need for advance booking for this event and it was agreed by the meeting that, if possible, the three new Councillors to the Parish should attend and others would be welcome to attend if they wished.

- e) **Public Liability Insurance Claims**  
The Chairman advised the meeting of a possible claim against the Parish, following an accident at Oakridge Recreation Ground. A parishioner had reported an injury suffered from treading in a hole or hollow at the edge of the playing field. This matter had been reported to the Parish Insurers. The Chairman asked Playing Field Wardens to check areas of uneven ground for potential hazards, particularly in areas where any contractor work had been carried out.
- f) **S137 Grants – Bisley WI Village Hall & Oakridge Village Hall**  
Ms L Greene advised the meeting that the boiler in the Village Hall at Bisley needed to be replaced urgently at a cost of some £3000.00. The replacement boiler would be more energy efficient and would better serve the needs of the many events held on the premises, including the monthly Parish Council Meetings. The Village Hall Committee had approached the Parish Council for some financial assistance towards this important purchase and it was proposed by Mr R K Brooks, seconded by Mr A E Davis that a sum of £750.00 be awarded under a Section 137 Grant.  
The Chairman highlighted the building work currently underway at Oakridge Village Hall and recommended that a Section 137 Grant for the sum of £500.00 be paid to the Oakridge Village Hall Trust. This was agreed unanimously.

**Receipts May 2006**

Bank Interest	£69.79
Allotments Rent	£120.00
'What's On' Repayment	£120.00
<b>Total Receipts</b>	<b>£309.79</b>

**Payments – June 2006**      **£**      **VAT**      **Total**

Ian Trueman – Grass Eastcombe	34.00		34.00
GRCC – Annual Subscription	25.00		25.00
Gardiners – Allotments (E)	146.88	25.71	172.59
P Hayward-Berry – Grass (O)	10.00		10.00
BT – Office Telephone	115.19	20.15	135.34
T W Hawkins – Contract Grass	1335.60	233.74	1569.34
Colours Maintenance (B) April	60.00		60.00
D Workman - Parish Plan Expenses / Bisley Pavilion	79.73		79.73
N MacLeod – May Salary	511.78		511.78
Inland Revenue – Tax/NI	221.19		221.19
Colors Maintenance (B) May	60.00		60.00
Facsim Scanning – PP Labels	112.50		112.50
T W Bryant – Strimming (O)	50.00		50.00
Oakridge Village Hall (S 137)	500.00		500.00
Bisley W I Village Hall (S137)	750.00		750.00

<b>Totals</b>	<b>£4,011.87</b>	<b>£279.60</b>	<b>£4,291.47</b>
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Petty Cash Payments – May 2006	£53.14
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<b>Cash Balance as at 31st May 2006</b>	<b>£32,004.63</b>
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<b>Bisley Gift Balance as at 31st May 2006</b>	<b>£2,427.49</b>
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<b>Bisley Lock-up Balance as at 31st May 2006</b>	<b>£1,998.27</b>
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<b>Westbury Gift Balance as at 31st May 2006</b>	<b>£10,000.00</b>
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### **Planning Applications – May 2006**

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

**S.06/1011/FUL** - Meadow Cottage, Througham, Bisley – Demolition of existing porch and construction of new porch and conservatory –  
**Support/Comments** - The location of the property and the proposals would not detract from the structure/period considerations of the property and local environs.

**S.06/1048/FUL** – Bidmead, Cheltenham Road, Bisley – Erection of second-storey extension to side and rear with garage extended to the front –  
**Support.**

**S.06/1118/FUL** – Glenview Cottage, Dr Crouch's Road, Eastcombe – Demolition of existing extension and erection of new two-storey extension –  
**Comment** – There is an error in the location plan – the dwelling on Dr Crouch's Road labelled as 'Reform Cottages' is in fact called 'Tyrella'. Reform Cottages are on the opposite side of Dr Crouch's Road towards the Vatch.

**S.06/1362/FUL** – The Brow, Fidges Lane, Eastcombe – Removal of existing garage, replacement garage and single-storey extension –  
**Comments** – The postcode given in Section A.1.1 of the application is incorrect - it should read GL6 7DW. The answer given in Section 6 is probably incorrect – if not we require details of the Public Right(s) of Way that would be altered or diverted.

**S.06/1172/FUL** – Lilyhorne Cottage, Bournes Greene, Stroud – Erection of an extension – **Support/Comment** - We wish to support this application.

**S.06/1252/FUL** – Cherry Blossom Cottage, Oakridge Lynch – Erection of single-storey extensions to South and West elevations and alterations to entrance porch – **Object** – From the over-development of this plot from the original outline application to a dominant house on a small plot of land we objected. If this application is approved this house will continue to expand and leave little land to keep the rural/garden appearance of the property. We feel this application is over-development of the plot.

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

06.06 11 **Correspondence**

The following correspondence received during the past month was placed on the table for inspection by Councillors:

Cotswolds Canal Action Plan	Opportunity to Influence the Plan
Gloucestershire Crimestoppers	Spring 2006 Newsletter
Campaign to Protect Rural England 06-07	Fieldwork Magazine – June 2006-
Stroud District Council	Landscape Heritage Lottery Project – Meeting with Parishes 5 <sup>th</sup> July 2006 at Rodborough
Campaign to Protect Rural England	Invitation to AGM at Highnam on 5 <sup>th</sup> July 2006
South-West Regional Assembly	Draft Regional Spatial Strategy
Gloucestershire County Council	Recycling Newsletter

06.06 12 **Ward Matters**

a) **Bisley**

Ms L Greene said that a letter had been received from a Windyridge resident – Mr Graham Blight – proposing that the remainder of the field beyond the allotments in Bisley be converted into a Community Woodland. Mr Blight is an Education Manager for the Woodland Trust and had experience in this type of creation. Ms Greene said she was in discussions with Mr Blight about his proposal and would report the outcome in due course.

b) **Eastcombe**

Mr M Hopkins said that a request had been received from the Frith Youth Centre for S137 support. It was agreed that this would be considered at the next Grants Meeting to be held in August 2006.

c) **Oakridge**

Mr A E Davis asked the Clerk to check on progress with the Registration of Common Land in the Parish. The Clerk advised that he was awaiting further legal assistance from Land Registry who had undertaken to facilitate processing of registration.

Mr Davis also asked the Clerk to obtain the most recent guidance for parishes seeking to achieve ‘Quality Parish’ status.

Finally, Mr Davis said he wished to record his appreciation for the excellent work being carried out by Graduate Gardeners in maintaining the Burial Ground at Oakridge and recommended that a letter of appreciation be sent. The Clerk was asked to send a letter of thanks.

06.06 13 **Date and Place of Next Meeting**

The next meeting will take place on Wednesday 5<sup>th</sup> July 2006 at Bisley WI Village Hall.

There being no further business the meeting closed at