

**MINUTES OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL ANNUAL
GENERAL MEETING HELD on Wednesday 7th May 2003 at 7.30 p.m
at BISLEY W I HALL**

Mrs P Carrick		Chairman
Mr J P L Perkins	}	Bisley Ward
Mr N S Rogers	}	
Mr D W Workman	}	
Mr T G Carter	}	Eastcombe Ward
Mr R K Brooks	}	
Mrs J W Russell	}	
Mrs O M Turner	}	
Mr R N Budgeon	}	Oakridge Ward
Mr R Bryant	}	
Mr A E Davis	}	
Mrs T A Howes		Clerk

In attendance:
District Cllr. D K Le Fleming,
0 members of the public were present

03.05 1. **Apologies for Absence**
Mr M G Flint (prior engagement) County Cllr C Fellowes(prior meeting)

03.05 2 **Election of Chairman**
It was proposed by Mr R K Books and seconded by Mr N Carter that the retiring Chairman, Mrs Pat Carrick be invited to serve in that capacity for a further year. This proposal was supported unanimously. Mrs Carrick thanked the members and said that she would be pleased to accept, but asked the meeting for support in this role as the workload was always increasing. Mr Davis asked about the appointment of a deputy chairman, to share some of the workload on a regular basis. The members agreed to consider this proposal, although the role of the ward chairmen as deputies was mentioned.
It was agreed that observance of the Standing Orders had slipped and this should be rectified.

03.05 3 **Ward Appointments**
The Bisley Ward appointments will remain until the retirement of Mr Flint after the June meeting

Bisley	Ward Chairman	Mr M G Flint
	Allotments Warden	Mr N S Rogers
	Playing Field Warden	Mr D W Workman
	Snow Warden	Mr D W Workman
	Planning Sub Committee	
	Chairman	Mr J P L Perkins

Eastcombe	Ward Chairman	Mr T G Carter
	Allotments Warden	Mr R A Clack (non Cllr)
	Playing Fields Warden	Mrs O Turner
	Snow Warden	Mr R K Brooks
	Planning Sub Committee Chairman	Mr R K Brooks
Oakridge	Ward Chairman	Mr R S Bryant
	Allotments Warden	Mr A E Davis
	Playing Fields Warden	Mr R S Bryant
	Snow Warden	Mr R S Bryant
	Planning Sub-Committee Chairman	Mr R N Budgeon

Other Appointments

School Governors	Bisley	Mrs B Brown
	Eastcombe	Miss P Gaston
	Oakridge	Mrs Salkeld

John Taylor Foundation	Mr R S Bryant
	Mr C Pulley
Oakridge Village Hall Trust	Mrs P J Carrick
Twinning Committee & Treasurer	Mr R K Brooks

Neighbourhood Watch	Bisley	Mr M G Flint
	Eastcombe	Mr T G Carter
	Oakridge	Mr Andrew Edwards
Parish Transport Rep	L C Greene	
Ancient Parish of Bisley Trees	Mrs J W Russell	
	Mr R Mackie	

03.05 4. **Public Participation**
There was nothing raised under this heading

03.05 5. **Declaration of Interests**
There were no declarations of interests

03.05 6. **Approval of the Minutes of the Meeting held on 2nd April 2003**

The minutes having been circulated to all members were approved after the correct date and place had been inserted and the Chairman signed the Minute Book.

03.05 7. **Matters Arising**

- a) **Raised BT drains**
The clerk reported that a reply had been received from BT who would inspect the raised drains on receipt of exact location. The clerk was asked to send a map to BT.
- b) **Windyridge – fencing panels**
Mr Perkins had been to inspect the fencing panels and reported that they were in fact there, but he would revisit if the Council thought it necessary to higher them. The reinstatement of the footway through the new houses was discussed and the clerk was asked to produce a letter previously received from Sovereign Housing in relation to this matter before proceeding further.
- c) **Accounts**
The clerk asked the meeting if the spreadsheets were acceptable for this financial year. Mr Bryant and Mr Davis expressed concern that money allocated to projects not done in previous financial years was not carried over. Mr Brooks indicated that the money at the end of each financial year was held in one account for the Parish Council as a whole and the money was still available to be reallocated if agreed by members and if the projects were likely to go ahead. Mr Bryant said he was still unclear on general principle. The meeting agreed to revisit the subject in June after Oakridge Ward had had time to discuss it at their ward meeting. The clerk asked if she was required to carry on with the system as at present This was agreed.
- d) **Bisley Gift**
The clerk reported that an order for cricket equipment had been raised which should arrive shortly and that the balance sheet for the Bisley Gift would be sent to Mr E Walker when any transactions had taken place.
- e) **Bisley Lock Up**
Mr Perkins reported that the left hand cell had in fact closed by 0.1mm indicating no slippage to worry about.

- 03.05 8. **District Council Matters**
Mr Le Fleming indicated that funding may be available for the proposed baby swing at Oakridge and asked for an approximate cost and if the meeting would like him to proceed. This was agreed and Mr Bryant would look into the cost.
- 03.05 9. **County Council Matters**
As County Councillor Fellows was not present, nothing was raised under this heading.
- 03.05 10 **Finance**

Receipts - April 2003

	<u>£</u>
Bisley Gift	9,000.00
Tomboy Films	250.00
SDC ½ precept	15,800.00
Bank Interest	14.86
Oakridge Village Hall trust	<u>4092.86</u>
	29,157.72

Payments – May 2003

	<u>£</u>	<u>VAT</u>	<u>Total</u>
Stadia Sports International (Bisley Gift)	1980.00	346.50	2326.50
This cheque already raised – P Carrick , M Flint			
Acott Mower Services (Eastcombe strimmer)	53.12		53.12
GAPTC(Subs 2003/4)	334.22		334.22
SLCC(Audit Regs)	16.99		16.99
Ian Ridler Electrical (Oakridge Village Hall)	1870.11	327.27	2197.38
RoSPA Playground Management	295.00	51.63	346.63
Progressive Systems UK Ltd (Eastcombe Pavilion)	3351.00	586.43	3937.42
TA Howes(April salary)	441.13		441.13
Inland Revenue	24.00		24.00
Petty Cash	50.00		50.00
TW Hawkins(grass cutting)	585.00	102.38	687.38
Injets & Toners	48.80	8.54	<u>57.34</u>
			£10,472.11
Petty Cash Payments	£71.07		
Cash Balance as at 30 th April 2003	<u>£29,381.33</u>		

Bisley Gift Balance as at 30th April 2003 **£6,673.50**

Bisley Lock Up Account as at 30th April 2003 **£1,894.11**

The council agreed to pay £50 for an internal/external audit before the accounts go to the auditors in June.

The clerk also reminded the Council that a list for S137 payments would be presented at the June meeting to be discussed.

03.05 11. **Matters for Discussion**

a) **Planning responses from J Longmuir- SDC**

Mr Perkins expressed concern at several issues in the letter and it was suggested that the planning sub-committee meet separately to discuss issues raised and report back to a full meeting. This was agreed.

- b) **MBL33 – CROW Act**
The clerk had spoken to Mr A Houldey from GCC who would now attend the June meeting to discuss implications of the CROW Act and answer any questions.
- c) **GAPTC Subscriptions**
The clerk reminded the meeting that the GAPTC subscriptions were now due as agreed at the December 2002 meeting.
- d) **Play Area Inspection Training Course**
Mrs Turner and Mr Workman said they would like to attend if the date was suitable. The clerk had not yet received a date from SDC.
- e) **Quality Parish Status**
The clerk had circulated some leaflets on Quality Parish Status and the PC agreed that most of the criteria were in fact already met. The clerk expressed an interest in further training necessary to achieve Quality Status and was asked to pursue this. A training budget had been set aside in the precept.
Mr Le Fleming commented that Quality Parish Status was tied in with regionilisation and a bigger role for Parish Councils.
Mr Brooks suggested that an annual report be published on the website as a synopsis of the Annual Parish Meeting.
- f) **Accounts & Audit Regulations – new guidelines**
The clerk asked for agreement to purchase a book on the new accounts & audit regulations which came into being in 2002. This was passed.
- g) **Golf on playing fields – insurance implications**
The clerk had been in touch with the Insurance company who stated that they do not recommend playing golf on the playing fields. Mr Le Fleming agreed that the PC could be liable in the event of an accident, as owners of the land, if no disclaimer notices were sited. Mr Carter suggested putting up signs to ban golf and others asked about kite flying and other sports. The clerk was asked to contact the insurers again to clarify which sports were advised and not advised.
The clerk also said she had been in touch with the NPFA for advice and was awaiting a reply.
- h) **RoSPA Inspection Report**
Each ward was in possession of the RoSPA report relevant to their area. It was agreed to discuss at ward level the repairs needed which had been highlighted by the report.
The clerk was asked to contact Wicksteed twith respect to the RoSPA report on the slide at Eastcombe and if they could supply a modification kit.
- i) **Clerks salary**
The clerk was asked to leave the room. The meeting agreed to pay the clerk Spinal Column Point 15 from 1st April 2003 as indicated in the NALC pay scales, and a further increment to SCP 16 after completion of 6 months in June.

03.05 12. **Planning Applications**

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

SO3/325 Hill House, Far Wells Rd, Bisley – extension & alterations to existing dwelling – OBJECT:

Reasons – Hill House is in a very prominent position in the Conservation Area. The existing building is totally out of keeping with adjacent properties both in design and materials and the proposed extension to the north elevation makes matters worse. The existing footprint of the building should not be increased.

The alterations to the existing property we would support.

The extension & roof terrace however, would be particularly intrusive & overlook the neighbouring boundary- being within 1.2m of boundary wall.

We are also concerned that the birch tree which softens the impact will have to be felled to accommodate the proposals.

We would like to remind you that the Bisley Conservation Area Policy Document reinforces our view on page 14 part III: The “Local Planning Authority considers Bisley to be so special as to warrant every effort to preserve & enhance its character and appearance...”

We ask that this application is referred to Committee and that they carry out a site inspection.

SO3/330 Lower Battlescombe Farm- swimming pool, pool house & tennis court – SUPPORT/COMMENTS:

The PC would ask that the District Council ensures all landscaping carried out has minimal impact on the local landscape.

SO3/374 The Old Vicarage, Oakridge Lynch – demolition of existing conservatory & erection of new conservatory – SUPPORT/COMMENTS

SO3/390 The Old Vicarage, Oakridge Lynch – Listed Building Consent for above – SUPPORT/COMMENTS:

We prefer the window detail to the existing conservatory.

SO3/407 Former Stancombe Garage, Bisley – Erection of dwelling & office similar to SO2/1018 – OBJECT:

Reasons – The original application 02/1018 showing the 2 building detached was refused by your planning authority. To grant this now would be a mockery of the planning process. We are totally opposed to this application.

SO3/408 Former Stancombe Garage, Bisley – Revised scheme, detachment of office form dwelling – OBJECT as above.

SO3/400 Puck Mill House, Frampton Mansell – Two storey extension- SUPPORT

SO3/499 2 Model Cottage, Eastcombe GL6 7DN – creation of off road parking-SUPPORT/Comments
We welcome this application which will reduce congestion in this area of the village.

SO3/506 Woodview on the Green, Eastcombe – Erection of extension –No observations

SO3/510 Rectory Farm House, Bisley – internal alterations to create shower room- SUPPORT

SO3/484 Methodist Church, Bisley – extension to rear- SUPPORT

SO3/561 Rectory Farm, Bisley –erection of conservatory - SUPPORT

SO3/572 Penworth, George st, Bisley – demolition of existing garage & erection of new garage - SUPPORT

SO3/265 Land at Mount Pleasant, Bisley – revised plans dormer windows removed, velux altered, fire escape windows added, parking revised

SO3/632- Holbrook Garage, Bisley- Erection of office & training centre with associated workshop

Mr Perkins said that in view of the sensitivity of planning application 632 he would suggest that the planning committee and all Bisley ward members meet and invite Mr Budgeon to speak. It was agreed that Mr Davis would represent Oakridge ward on the planning committee.

03.05 13. **Correspondence**

The following correspondence had been received during April and was on the table to read:

CPRE	Airport appeal
CPRE	Planning Update
CPRE	Rural Matters
David Drew	Bus Conference
Glasdon	Local Councils Newsheet
Countryside Agency	Countryside focus
GCC	Emergency Management Service
SDC	Tenants Garden Competition

Mrs Carrick indicated that since Major Kirby had ceased to be the contact in case of an emergency that the post was now vacant.

03.05 14. **Ward Matters**

- a) **Bisley**
Nothing was raised by Bisley ward members
- b) **Eastcombe**

Mr Brooks drew the attention of Mr Le Fleming to a public sewer emptying into a field in Eastcombe and that Severn Trent and SDC were in dispute as to whose responsibility it was. Consequently nothing effective was being done. Mr Budgeon suggested contacting the Environment Agency
The clerk was asked to write to the Environment Agency with a copy to David Drew describing the problems.

Mrs Turner reported that the Macmillan Nurses were holding an event on the recreation ground on Saturday 31st May.

Mrs Turner and the clerk had been speaking to TRANSCO about unfinished work to restore Eastcombe Village Green after works last year. Mrs Turner said she could organise seeding the bare areas and Mr Bryant would provide cones to discourage drivers whilst the grass was establishing. TRANSCO had still yet to finalise the matter.

Mr Brooks asked the clerk to write to Hilltop Gardening who organised the Open Gardens on behalf of the National Garden Scheme, as complaints had been received that visitors were confused about where to park and consequently parked indiscriminately. This would address the situation next year and visitors could be guided to a designated car parking area.

c) **Oakridge**

Mr Bryant said he was pleased with the road surfaces at present. The clerk was asked to speak to GCC Highways about reinstating the white lines at Holcombe Cottage and the position of the junction line which seem s to have moved.

Mr Davis expressed concern that the report on pension and benefit payments in the What's On had created anxiety for some people in the village. He said that support from SDC should be forthcoming when the letters explaining a persons choices were received.

Mr Budgeon brought the meetings attention to an article in "Countryside Focus" whereby a grant had been received from the Countryside Agency to support employment of a general handyperson by a Parish Council. The clerk was asked to investigate.

02.05 13. **Date and Place of Next Meeting**

The next meeting will be held at Bisley W I Hall on Wednesday, 4th June at 7.30 p.m.

There being no further business, the meeting closed at 9.30 p.m.

