

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

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

In attendance: County Councillor J Nash

One member of the public was present

07.11 1. **Apologies for Absence**

Apologies for absence were received from Councillor P Dawes and District Councillor P Carrick.

07.11 2. **Resignation of Councillor**

The Chairman advised the meeting that a letter of resignation had been received from Councillor R Peyton of the Eastcombe Ward. Councillor Peyton had joined the Council in March 2007 and the meeting expressed sadness at his early departure. It was agreed that the Clerk would write to Councillor Peyton expressing gratitude for the work he had contributed to the Parish and Eastcombe Ward. A Casual Vacancy would be declared for a replacement councillor.

07.11 3. **Public Participation**

The Chairman welcomed Mr John Cowen – the owner of the Grade 2 Listed property ‘Over Court’ in Bisley Village. Mr Cowen said that he wished to advise the meeting of the latest developments arising from his bid to retain the solar panels mounted on the roof of Over Court. A meeting had been held with representatives from Stroud District Council (Conservation) and English Heritage in order to clarify the basis on which the decision to implement an Enforcement Order for the removal of the panels had been made. Mr Cowen said that from his point of view the meeting had been unsatisfactory and that there seemed little alternative but to take the matter to appeal. Mr Cowen said that he was concerned that Public opinion apparently plays no role in the decision-making process on Listed Buildings and that the welcome support of the Parish Council for retaining the panels was not relevant, because environmental issues were not a material consideration in arriving at a decision.

Mr Cowen said that he was informed that decisions on such matters are normally based on 3 criteria – Planning Policy Guideline 15, the Local Plan and any other relevant guidelines. In this instance the Local Plan was not relevant because in this case the application was for Listed Building Consent which did not involve development. Mr Cowen added that other issues such as sustainability and renewable energies had also been discussed but that he was advised that these matters were not relevant in his particular case.

Finally, Mr Cowen said he was concerned that the Authorities present did not consider that a formal record of the meeting was required. Mr Cowen said that at the conclusion of the meeting he was advised that an appeal of the decision was still available to him.

The Chairman thanked Mr Cowen for updating the Parish Council on this matter and added that the Council had sought a meeting with representatives from Stroud District Council to clarify a number of apparent inconsistencies in Planning Policy which had arisen across the Parish in recent months.

07.11 4. **Declaration of Interests**

Mr R N Budgeon declared an interest in Item 8(g) – ‘The Climate Change and Sustainable Energy Act 2006 – Action by Parishes’; Mr R S Bryant declared an interest in an account payable under Item 9.

07.11 5. **Minutes of Previous Meeting**

The draft minutes of the meeting held on Wednesday 3rd October 2007 had been circulated to all Councillors. Two factual errors relating to attendance and bill payment were pointed out and amended in the Minutes, which were then approved and the chairman signed the minute book.

07.11 6. **Matters Arising**

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

In the absence of Mr P Dawes, the Clerk circulated the list recording the on-going progress of the Medium-Term actions contained in the Parish Plan under the headings of 'Education and Schools' and 'Social and Cultural Activities'. Mr P Thorp advised that work on the 'Welcome Pack' for Bisley had now been completed and could be added to the list. Mr A E Davis said that the draft questionnaire on Adult Education Classes would be circulated to Councillors for clearance and thereafter a circulation of 1200 questionnaires would be required, printed on Parish-headed notepaper. This subject would be raised again at the December PC Meeting.

With regard to the Village Design Statement, a skeleton draft document had been recently up-dated and that it was planned to hold a Steering Group Meeting in mid-November to keep the project moving ahead in accordance with the programme set. Consultation with SDC on the progress to date was also planned.

b) **Neighbourhood Warden Scheme**

The Clerk informed the meeting that he had spoken with the Local Scheme Organiser who had agreed to carry-out a no-cost visit to the Parish and to advise on the tasks the Warden Scheme would be able to carry out on a one-day a week basis.

c) **Gloucestershire Highways – Seminar Report**

The Chairman advised the meeting that he, Mr P Thorp and the Clerk had attended the Annual Highways Seminar on 11th October 2007. As expected, the briefings were dominated by the maintenance and costs arising from the July floods and there was little good news to report about funding for the programmed roads maintenance schemes. Indeed, it was evident that many schemes would be delayed until flood recovery work was completed and until it was clear what level of additional funding would be forthcoming from Central Government. To date only £10M had been promised, against an anticipated total cost of £25M. Councillors were also given a more detailed written brief by Mr P Thorp which included the latest changes to the structure of the Highways Department and the methods used for determining customer satisfaction. The Chairman added that by far the greatest concern of all delegates attending was the inadequacy of the Central 08000 Reporting System and the lack of training of those manning the system.

Finally, the Chairman reported upon an exchange of letters with Head of Gloucestershire Highways concerning the poor quality of some of the roads maintenance in the Parish. Some assurance had been obtained that revision to the management structure for maintenance issues would produce benefits. Councillors agreed that the Parish would continue to monitor roads maintenance and report any dissatisfaction to Gloucestershire Highways.

d) **Parish Emergency Response Working Group Report**

Mr P Thorp distributed copies of the Report of the initial meeting held to discuss 'Resilience', should the Parish be faced with a range of emergency situations. He explained that the focus of effort had been directed towards establishing communication links between the Parish and Other Agencies via District Council, together with creating a local structure which identifies the practical expertise and assistance available within the Parish Wards.

Of particular importance to the resilience of the Parish would be personal contact within the community, maintenance of food, water & power supplies, the use of Parish infrastructure such as village halls, churches, schools etc as possible shelters/refuges, establishment of robust communication facilities and dissemination of information. The meeting supported the actions proposed and it was recommended that each Ward examine what sources of fresh water were readily available from springs and wells , together with determining what benefits may accrue from the use of 'renewables' for the generation of power. County Councillor J Nash said that County Council would wish to be informed of the progress made by parishes in producing Resilience Plans.

e) **Planning Guidance – Meeting with SDC**

A date for the meeting with SDC had yet to be finalised and the Clerk was asked to continue to find a mutually convenient date. The Clerk was also asked to extend an invitation to neighbouring parishes to attend the meeting. Planning Sub-Committee agreed to meet to produce an agenda of subjects to be discussed at the meeting.

f) **Re-Location of the Stancombe Stone**

Ms L Greene said that she had received further information concerning both the history of the Stone and of the discussions held in past years to consider the best location of the Stone. It was agreed that this issue would be held over until further information from past records could be assessed.

07.11 7. **District Council Matters**

In the absence of District Councillor Carrick the only matter to be reported was the withdrawal of the plan to build 1700 dwellings in the Hardwicke area, pending further consideration of possible alternative sites for house-building, including parishes and villages.

07.11 8. **County Council Matters**

County Councillor J Nash presented the following Report to the meeting:

- a) **Council Audit** – The Audit Commission had completed their audit of the County Council and the result was expected in January 2008.
- b) **Planning Reform Bill** – The Government had announced a new tariff-based approach to capture greater levels of planning gain. This standardised tariff, proportionate to the size of a development and combined with Section 106 Agreements should be included in the Planning Reform Bill. Revenue generated would be used to support infrastructure and social housing.
- c) **Civil Parking Enforcement** – Stroud District Council had taken responsibility for enforcement of parking offences. Unauthorised parking would no longer be a criminal offence and District Council Wardens would be empowered to enforce fines.
- d) **Disabled Persons Parking Badge Scheme** – Updated badges to include holograms are planned with the scheme being extended to include children under age two who require to travel with bulky medical equipment.
- e) **Post Office Closures** – County Council had been requested to provide geographical information to support the Post Office Review Process.
- f) **Road Casualties** – During the first 6 months of 2007 half of all road deaths had occurred in the Cotswolds. A safety campaign would focus on the A40 and young drivers, with a Seminar being arranged to with Heads of Schools to consider how best to target young drivers.
- g) **Waste** – A Paper would be presented to Cabinet on 28th November recommending the way forward in dealing with residual waste. The methods proposed were likely to include Mechanical Biological Treatment, Autoclave, Advanced Thermal Treatment and Modern Thermal Treatment.
- h) **Post-Floods Information** – A Flood Guide had been produced for distribution to all households in the County in December 2007. This would include information and practical advice on dealing with future emergencies. A County Council Scrutiny Inquiry had completed its work and would report shortly.
- i) **Winter-Road Gritting** – 28 new vehicles had joined the gritting fleet with a further 6 expected in December.

07.11 9. **Matters for Discussion**

- a) **Mandatory Code of Conduct**
Councillors had been circulated information concerning the criteria for determining personal and/or prejudicial interests under the 2007 Revision of the Mandatory Code of Conduct. The Chairman invited questions from Councillors and all present declared that they understood the guidance provided.

- b) **Parish Precept – 2008/2009**
Wards had now presented their proposed precepts for FY 2008/09. These represented no increase over precepts for the current FY, although some adjustments had been made within individual expenditure headings. The Clerk briefed the meeting on the proposed precept for general administration costs, with increases being limited to reflect expected inflationary rises in prices. Given the Council's wish to obtain dedicated Parish Office premises, it would be necessary to include some provision in precept to add to the £10,000.00 already earmarked for this project. The Clerk said that he anticipated that some additional provision could be met from current resources, but suggested that the Council may wish to include a further provision in the 2008/09 precept. Mr A E Davis proposed that a sum of £2,500.00 should be considered and this was supported by Mr R N Budgeon. It was agreed that this proposal would be discussed further at the December PC Meeting at which the Parish Council would make a final decision on the 2008/09 precept.
- c) **Implementation of Parish Council Risk Assessment**
Councillors were provided with a List of the areas to be included in the on-going Risk Assessment undertaken by the Parish Council. It was agreed that target dates would be set for each of the Risk Assessment areas and that a thorough review of the Parish Insurance requirements would be carried out before the policy renewal due in March 2008. It was also agreed that the Clerk would provide the Parish Council with regular updates on progress under a Risk Assessment Schedule.
- d) **Review of Parish Standing Orders**
Mr A E Davis said that it was timely to conduct a full review of Parish Standing Orders and particularly Orders relating to authorised powers of expenditure. The Clerk advised the meeting that he was close to producing a full revision of Orders to reflect current requirements and particularly to ensure that the revision satisfied the criteria necessary to meet 'Quality Parish Status'. The Clerk undertook to distribute a 'draft' revision to all Councillors for debate at the December PC Meeting.
- e) **Cotswold Canals Consultation**
The Council had received a copy of the Cotswolds canals Brimscombe Area Action Plan. Mr A E Davis had reviewed the document and advised that it did not directly affect the Parish interests at this stage. Councillors were advised that the Clerk held a 'hard copy' of the document should anyone wish to study the Action Plan in more detail.

- f) **SDC 'Limehouse' Planning Consultation Process**
Councillors were advised of the introduction of the recently-introduced on-line 'Limehouse' Planning Consultation Process. Mr R N Budgeon said he had viewed the new procedure and had found that it provided some benefit to monitoring the progress of planning applications.
- g) **The Climate Change and Sustainable Energy Act 2006 – Action by Parishes**
Mr R N Budgeon advised of his concern that little action had been taken to date to implement some of the recommendations of the Climate Change and Sustainability Energy Act 2006. In particular, he referred to the encouragement given to parishes to promote measures to advance energy efficiency and use of 'renewables'. It was agreed by Councillors that the Clerk would write to SDC and David Drew MP to determine what action was intended to further these initiatives and what responsibilities would be devolved to parishes.

07.11 10 **Finance**

Receipts October 2007

Bank Interest	£103.10
VAT Refund	£2,864.47
SDC – Precept	£23,660.00

Total Receipts **£26,627.57**

Payments – November 2007	£	VAT	Total
D Holbrow	35.00		35.00
JSM Signs – Eastcombe Ward	40.00	7.00	47.00
CJC Ground Services – Path Oakridge	995.00	174.13	1169.13
P Hayward-Berry – Grass Oakridge	20.00		20.00
Pipex Comms – Annual Dial-up Fee	69.88	12.23	82.11
SDC – Dog Bins – Bisley	61.44	10.75	72.19
Proludic - Play Equipment Repair - Bisley	35.74	6.25	41.99
N MacLeod – Salary Oct 07	675.40		675.40
Revenue & Customs – Tax/NI	334.15		334.15
Royal British Legion - S137 Poppy Sprays	50.00		50.00
T Bryant – Maintenance Oakridge	108.00		108.00
D Holbrow – Maintenance Eastcombe	115.00		115.00
Ian Trueman – Maintenance Bisley	285.00		285.00
Charity of Ancient Parish of Bisley – Allotments Rent	50.00		50.00
Totals	£2,874.61	£210.36	£3,084.97

Petty Cash Payments – October 2007 **£36.31**

Cash Balance as at 31 October 2007 **£33,852.07**

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

Bisley Lock-up Balance as at 31 October 2007 **£2,073.10**

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

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

07.11 11 **Planning**

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

S.07/2065/FUL – Severn Valley Enterprises Ltd, Stroud Road, Bisley – Erection of extension to engineering workshop – **Support/Comment** – Bisley Parish Council strongly supports well-planned initiatives such as this, that help sustain our local businesses, particularly those that employ local people.

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

07.11 12 **Correspondence**

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

Stroud District Council	Village & Community Halls Network Meeting – 20 th Nov 07
CPRE	October Newsletter
GPFA	'Playing Field' Magazine – October 2007
Cotswold Conservation Board	'Caring for the Cotswolds'
NALC	November 2007 Newsletter
GCC	New Parking Enforcement Leaflet

07.11 13 **Ward Matters**

a) **Bisley**

Ms L Greene advised the Meeting that Mr P Thorp would act on her behalf at the Remembrance Sunday Church Service and Wreath Laying. She also advised that Persimmon Developers had withdrawn their decision to block the 'unofficial' pathway leading to the allotments area at Windyridge. Finally, Ms Greene asked that the Clerk write to County Councillor Waddington to clarify his comments in the Stroud News and Journal concerning the road accident at the Toll House corner, Stancombe.

b) **Eastcombe**

Mrs J Russell reported a worrying increase in the number of vehicles colliding with walls in the centre of the village through inefficient application of handbrakes. Fortunately this had not resulted in injury to any person so far, but residents need to be reminded that it is best to engage gear and apply the handbrake when parking on steep hills.

Mrs Russell also mentioned that the bus shelter in the centre of the village was being used as a urinal and the Ward will address this with an appropriate notice.

Mr R K Brooks advised that the parking problems at the corner of Fidges Lane had now been resolved in conjunction with County Highways.

c) **Oakridge**

Mr A E Davis advised that he had spoken again with Mrs Howes concerning the registration of 'green spaces' in the Parish and she had agreed to proceed with the project in conjunction with the Clerk.

07.11 14 **Date and Place of Next Meeting**

The next meeting will take place on Wednesday 5th December 2007 at Bisley WI Village Hall.

There being no further business the meeting closed at 21.45 hours.