

MINUTES OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL MEETING HELD ON WEDNESDAY 5TH MARCH 2008 AT BISLEY WI VILLAGE HALL

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

One member of the public was present

- 08.03 1. **Apologies for Absence**
Apologies for absence were received from Councillor Mrs C Nash and District Councillor P Carrick.
- 08.03 2. **Public Participation**
Mr J Dunn attended the meeting to view the proceedings.
- 08.03 3. **Declaration of Interests**
Mr P Thorp, as a member of the Bisley WI Village Hall Committee, declared an interest in Item 9(b) of the Agenda – Parish Office Funding and Progress Planning.
- 08.03 4. **Minutes of Previous Meetings**
The final draft minutes of the meeting held on Wednesday 6th February 2008 having been circulated were approved and the Chairman signed the Minute Book.
- 08.03 5. **Matters Arising**
- a) **Parish Plan/Village Design Statement** – Mr P Dawes provided the meeting with an update on progress with the current medium-term actions assigned. On the subject of School Travel Plans, only one response had been received to the letter sent to schools by the Parish. Mr A E Davis recommended that copies of the Schools’ Plans should be available to the Parish Council to

ensure that they had been prepared to a 'common theme' and to determine if any action needed to be taken by the Parish. County Councillor J Nash commented that School Safety Zones Funding was current 'frozen' and that some schools were planning to include 'Walking Bus' schemes for children travelling to school from nearby locations. It was agreed that the Clerk would write to schools requesting a copy of their Travel Plans.

The draft Questionnaire for Further Education prepared by Mr C James was discussed. It was generally agreed that the previous draft Questionnaire was better-suited to determining the wishes of parishioners and that, subject to a final review by the working group, it should be used to 'sound out' the wishes of the community.

Mr P Dawes said that the next meeting of the VDS Steering Group had been arranged and that this would be followed by public meetings with the communities in each of the villages during April, May and June. Parishioners would be encouraged to take photographs within the Parish to support their views and comments and that the key aim of the consultation process would be to gain maximum involvement by the community in the Design Statement process. Thereafter continuing involvement and discussion with SDC would also be important.

b) Emergency Planning Meeting Report

Mr P Thorp briefed the Parish Council on the Emergency Planning Meeting he had attended at SDC. He said that the Emergency Plan produced by Frampton-on-Severn was considered a useful template for other parishes to follow. However, Mr Thorp mentioned that a County-wide template had also been produced and it was agreed it was important to have consistency between parishes in the content of their individual Plans. It was decided that the Parish would obtain a copy of the Frampton-on-Severn Plan but that the Plan produced by this Parish would follow the County-wide template

c) Gloucestershire Charter Meeting Report

The Clerk briefed the meeting on his attendance at the Gloucestershire Charter Meeting held at Shire Hall in Gloucester. This was the first attendance by the Parish at a Charter Meeting and the Clerk reported that he had found it most informative and well-organised. The main briefings by The Head of County Highways and the Head of Emergency Planning for the County had been most informative and highlighted the difficulties faced by both these Departments in dealing with the aftermath of flooding against the constraints on financial resources. The next Charter Meeting would be held in April.

d) Gloucestershire Highways Meeting Report

The Chairman said that he, the Clerk and Ward Roads and Transport Representatives had held a useful meeting with Martyn Midgley, the newly-appointed Stakeholder Manager for the Central Region of County Highways. Whilst the on-going problems with road conditions in the Parish were discussed in some detail, it was evident that financial resources (or the lack thereof) would continue to be the determining factor in achieving improvements. However, Mr Midgley said that he was well-aware of the roads which needed priority attention and undertook to focus effort in these areas. The Parish was encouraged to continue to report problems as they developed and Mr R K Brooks said that the linkage for pot-hole reporting to County Highways through the Parish website was now established.

e) Parish 'Zero Waste' Policy Paper

The Parish 'Zero Waste' Policy Paper was now available for parishioners to view on the Parish website. County Councillor J Nash said that recycling of waste was of increasing financial importance to the County which gained £43.17 for every tonne recycled and that this sum would increase to £44.07 in the coming Financial Year. Mr P Thorp mentioned a recent article on the subject featured in the local Press and said it was clear from this that further guidance was needed on the disposal of items for recycling. Ms L Greene said that it was now timely to review the draft Parish Paper on Energy Policy so that it too could be made available for viewing on the website. Mr R N Budgeon undertook to carry out this review of his Paper.

08.03 6. **District Council Matters**

In the absence of District Councillor P Carrick no specific District-related items were discussed.

08.03 7. **County Council Matters**

County Councillor J Nash reported the following points to the meeting:

Village Agents – The Project Manager had received an additional £10,000.00 to increase the number of Village Agents Scheme. This funding came from a bidding process to find successful nationwide initiatives to provide social care.

Education – Secondary School Transfer – Pupils had been advised of their Secondary School placements on 3rd March. County-wide this involved 7232 pupils of which 84% were successful in being offered their preferred choice of schools. For the unsuccessful, an appeals process was available.

A 46 at Salmon Springs – This road had been re-opened on 15th February following 6 months of closure. Work would now commence on repairing the lanes in the area which suffered

damage from the heavy additional traffic using these routes as 'unofficial' diversions.

Cotswold Canals – Following the announcement that British Waterways had withdrawn from the re-generation scheme, partners were looking at how the project could continue. This would involve discussions with the Heritage Lottery Fund and Regional Development Agency whose contributions were linked to strict timetables.

New Fire Station at Dursley – Work had begun to build the new Fire Station at Dursley. When completed, this Station would house 3 fire engines to service Cam and Dursley as well as providing support to other areas in the County as required.

'E-Zine' – The County Council 'E' Magazine – The County Council 'E' Magazine was now available for viewing on the County website.

08.03 8 **Matters for Discussion**

a) Co-ordination of Parish Bids for Grants and Finance

The co-ordination of Parish Bids for Funding and the priority issue of funding the proposed Parish Office project (Item 9b on the Agenda) were discussed together. Whilst the original concept of building a Parish Office as an addition to the Bisley WI Village Hall remained, Ms L Greene suggested that there might be an alternative option linked-in with the proposed improvements to the Pavilion at King George V Playing Field in Bisley. It was agreed that when seeking funding support, priority was normally given to projects which offered the greatest access and facilities to the community and that all options should be considered. Ms Greene said that Bisley Ward was hoping to have plans and costings for the Pavilion improvements by early April. It was agreed that the outline plans for the Parish Office would be passed to the architect involved to determine if there was scope for incorporating this facility in the overall project and at what cost. Ms L Greene said that the next opportunity to bid for SDC Rural Funds would soon be announced. Bearing in mind the several projects currently on the agenda it was important that the Parish was clear on its priorities. Mr R N Budgeon mentioned a new source of funds that might be of value through the Building Research Establishment for heating and energy schemes which could perhaps be incorporated into Parish projects. The grants available would be up to £50,000.00 or 50% of project cost, whichever was the lesser.

b) Annual Parish Meeting

The Chairman reminded Councillors that the Annual Parish Meeting would be held on Thursday 3rd April 2008 at Eastcombe Village Hall. The meeting would commence at 7.00 pm and would be followed by the

normal monthly meeting of the Parish Council. Ward Chairs were asked to produce reports for the Annual Meeting.

c) Parish Green Spaces

The Clerk circulated a report from Mrs T Howes who had conducted some preliminary investigation with Gloucestershire Land Registry on the registration of Parish Green Spaces. Investigations had shown that where no Title Deed exists for a portion of land or where there is no proof that an existing Title Deed has been lost, determination of ownership and subsequent Land Registration is extremely difficult. Whilst a process of applying for 'Adverse Possession' may be possible in some instances, this was not applicable to very small portions or 'strips' of land.

It was thus agreed that as an initial step, the Council would establish from records the Title Deeds held for land in the Parish. A judgement could then be made on merits of formal registration of this land with the Land Registry.

d) Parish Insurances

The Clerk provided Councillors with the Schedule of Insurance currently due for renewal and the Chairman asked that any changes required be notified to the Clerk as soon as possible so that renewal was carried out by the due date.

e) National Offender Management Service – Supervised Work Parties

A letter had been received from the National Offender Management Service offering parishes the opportunity to participate in a 'pilot' scheme whereby prisoners nearing the end of their sentences would be involved in supervised work parties for community benefit. Projects suggested could include painting, path clearance, litter collection and general maintenance duties. Councillors considered that this was an extremely worthwhile initiative and the Clerk was instructed to obtain further details of the Scheme.

08.03 9 **Finance**

Receipts February 2008

Bank Interest	£123.03
Grant for Community Tennis Court Fund	£2,000.00
Burial fee Oakridge	£100.00
LSP Grant – Youth Activities	£690.00

Total Receipts **£2,913.03**

Payments – March 2008	£	VAT	Total
Glasdon UK Ltd – Dog Bin Bisley -	248.11	43.41	291.52
Eastcombe Pavilion Fund – Cleaning	480.00		480.00
BT – Office Telephone	94.53	15.75	110.28
Pipex Communications – Domain Fee	29.32	5.13	34.45
Hailey Wood Sawmill – Grit Bins Bisley	155.00	27.13	182.13
N M MacLeod – February Salary	694.24		694.24
HM Revenue & Customs – Tax/NI	337.85		337.85
Ian Trueman – General Maintenance Bisley	380.00		380.00
Totals	£2,419.05	£91.42	£2,510.47

Petty Cash Payments – February 2008 **£70.86**

Cash Balance as at 29 February 2008 **£23,078.30**

Bisley Gift Balance as at 29 February 2008 **£2,427.49**

Bisley Lock-up Balance as at 29 February 2008 **£2,095.33**

Westbury Gift Balance as at 29 February 2008 **£10,000.00**

Parish Office Reserve as at 29 February 2008 **£10,000.00**

Community Tennis Court Fund **£2,500.00**

The Clerk presented the quotation received from T W Hawkins in the sum of £4,320.00 to carry out grass-cutting on the Recreation Grounds in the Parish for 2008/09. It was agreed that T W Hawkins provided a good quality service at a most competitive price. Mr P Dawes proposed that this quotation should be accepted. The proposal was seconded by Mr R K Brooks and was carried unanimously.

08.03 10 **Planning**

The following Planning Applications have been received during the past month and the Planning Sub-Committees' responses are recorded.

Bisley Ward

S.08/0087/FUL – Trussalls, Van Der Breen Street, Bisley – Alterations and extension to private dwelling house to provide two separate dwelling units – **Support**.

Eastcombe Ward

S.08/0214 FUL – Bismore Farm, Bismore, Eastcombe – Erection of extension and insertion of dormer window – **No Observations**.

Oakridge Ward

S.08/0129/FUL – Treetops, Oakridge Lynch – First floor extension – **Object/Comment** – Although the materials chosen are in keeping the design is not. The castellated surround to a flat roof is out of character with all other properties in the village. It is a poor design which will not reflect well on the house and it is difficult to see the logic of this approach. The gable ends of the main building are 'once-weathered' slabs and this would be more in keeping.

S.08/0102/FUL – The Old School Cottage, Oakridge Lynch – Two-storey extension – **Support/Comment** – The design and chosen materials are in keeping with the cottage and unlikely to cause problems for neighbouring houses. However, the scale of this extension – plus the others already made – needs checking to confirm the resultant total area does not exceed the planning guidance covering the percentage of new extensions versus the original house size.

S.08/2641/FUL – Oakridge Parochial School, Oakridge Lynch – Creation of covered passageway and internal alterations – **Support/Comment** – This will make a valuable contribution to the arrangement of the school.

S.08/0235/FUL – Hillcroft, Oakridge Lynch – Variation of Condition 5 of Appeal Decision S.05/2369/FUL to provide alternative vehicular access and parking facilities together with the erection of a detached garage – **Support/Comment** – The new access will be an improvement over the last one proposed.

08.03 11 **Correspondence**

Co-operative Futures
Gloucestershire County Council
GRCC
Gloucestershire Preview
GAPTC
NALC

Gloucestershire Support for Social Enterprise
Gloucestershire Medal for Courage 2007
Rural Regeneration Magazine – Jan 08
Spring 2008 Magazine
February 2008 Newsletter
Journal March 2008

08.03 12 **Ward Matters**

a) **Bisley**

Ms L Greene reported the following matters:

Neighbourhood Watch _ A new Neighbourhood Watch Scheme had now been formed in the Ward.

Litter Pick – The Ward would be carrying out a comprehensive ‘Spring’ litter pick during the month.

Bus Shelter Grants – There was a need for improved Bus Shelter facilities in the Ward and the Clerk was asked to find out details of any Grant Schemes available.

Bisley Gift Plaque – A Plaque to commemorate the generous ‘gift’ bestowed to the Ward by the Late Duncan Ridley would be commissioned and mounted on a wall at the Bisley Pavilion.

b) **Eastcombe**

Mr R K Brooks reported the following:

Frith Youth Club – Eastcombe Ward had received warm appreciation from the Frith Youth Club for the S137 payment towards its insurance costs.

Cricket Club – The Eastcombe Cricket Club had requested permission to erect a shed to house the Club’s grass roller. A planning application would be submitted in due course through the Parish Council for this facility.

c) **Oakridge**

Mr A E Davis advised the meeting of the following Ward matters:

Community Tennis Court – Progress on securing funding for the proposed Community Tennis Court at Oakridge was well-advanced and it was hoped that the construction work would commence in the late summer. Whilst the Court itself did not require planning consent, the surrounding fence did. A planning application would thus be submitted.

Methodist Chapel in Oakridge – The Methodist Chapel was on the market for sale. This is an important and historical building in Oakridge and in the view of the Ward was worthy of Listing. However, little guidance was available on the procedure to be followed. The Ward would thus try to determine through the Planning Department at SDC what action could be taken.

8.3.13**Date and Place of Next Meeting**

The next Parish Council Meeting will be held in Eastcombe Village Hall on Thursday 3rd April 2008 at 7.30 pm. This meeting will be preceded by the Annual Parish Meeting which will commence at 7.00pm.

There being no further business the meeting closed at 22.00 hours.