

MINUTES OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL MEETING HELD ON WEDNESDAY 6th AUGUST 2008 AT BISLEY WI VILLAGE HALL

Present:	Mr P Thorp		Chairman
	Ms L Greene	}	Bisley Ward
	Mr D B Hunt	}	
	Mrs V Nairn	}	Eastcombe Ward
	Mr A E Davis	}	
	Mr P Dawes	}	Oakridge Ward
	Mr R N Budgeon	}	
	Mr N Holliday	}	
	Mr N M MacLeod		Clerk

One member of the public was present.

- 08.08 1. **Apologies for Absence**
Apologies for absence were received from Mrs C Nash Mr R K Brooks, Mrs L Petch and Mrs L Hemming.
- 08.08 2. **Declaration of Interests**
Mr R N Budgeon declared an interest in a cheque payment at Serial 08.10.
- 08.08 3. **Co-option of New Parish Councillors**
Following publication of Statutory Vacancy Notices for Oakridge and Eastcombe Wards, SDC had advised that there had been no request from the electorate for elections to be held. The Parish had been instructed to fill the vacancies by co-option. Mr Nick Holliday (Oakridge Ward) and Mrs Valerie Nairn (Eastcombe Ward) had expressed keen interest in joining the Parish Council. It was considered that both parishioners would make a valuable contribution to the work of the Council and their selection was agreed unanimously.
- 08.08 4. **Public Participation**
Following his attendance at the Parish Council Meeting on 2nd July 2008, Mr R Utley had written to the Bisley News Magazine to voice his concerns about elements of the Parish Council's project to obtain 'dedicated' office facilities. He was advised that a detailed written reply would be sent to him directly. Mr Utley asked why the minutes of the previous PC Meeting had yet to appear on the Parish Website. The Chairman advised him that these minutes

remained in 'draft' form until approved by all councillors at this meeting. In normal circumstances the Council did publish 'draft' minutes on the website in advance of the next meeting and the Chairman confirmed that this procedure would continue. Mr Utley then referred to the minutes of the PC Meeting held in November 2006, in which reference had been made by Bisley Ward to 'a number of major projects which they would wish to fund during the next few years'. He asked for information on these projects. He was advised that the major projects considered by Bisley Ward would include the refurbishment of the pavilion at the King George V Recreation Ground and the 'up-grading' of surfaces at play areas.

08.08 5. **Minutes of Previous Meeting**

The draft minutes of the previous meeting held on 2nd July 2008 having been circulated to all councillors were approved unanimously and the Chairman signed the Minute Book.

08.08 6. **Matters Arising**

(a) Letter of Reply to Mr R Utley

Councillors approved the 'draft' letter of reply from the PC to the concerns raised by Mr Utley in the August/September 2008 edition of the 'Bisley News'. Serial 08.08 (4) above refers.

(b) '20 is Plenty' Road Signs

County Councillor Mrs J Nash advised that she had arranged for Bisley Ward to be issued with four '20 is Plenty' road signs for display in the village.

(c) National Offender Management Scheme (NOMS)

Bisley Ward had identified four projects which could provide work for supervised teams from Leyhill Prison under NOMS. Oakridge and Eastcombe Wards were asked to submit any 'bids' to the Clerk.

(d) BT Telephone Box – Oakridge Lynch

SDC had advised that following the first round of consultation, there had been support for the retention of the telephone box in the centre of Oakridge. A further round of consultation was now underway before any final decisions were taken by BT.

(e) Rural Dispensaries

In view of the concerns raised by Frithwood Surgery, the PC had written to David Drew MP to seek clarification of the policy for maintaining dispensaries in rural areas. The reply received from Mr Drew expressed puzzlement about Frithwood's assertion that its dispensing facility could be lost. On the contrary, Mr Drew confirmed that the Government's White Paper on this issue recommended enhancement in the role of community pharmacies. He would arrange to visit the Frithwood Surgery to discuss their concerns.

- 08.08 7. **District Council Matters**
District councillor Mrs P Carrick briefed the meeting on the following issues:
Council Tax Collection – Stroud District Council was ranked second in the UK for collection of Council Taxes. It achieved a collection rate of 99.5%, compared to the national average of 97.1% and was also in the top five per cent of Councils for the collection of Business Rates.
Planning – Stroud District Council had been praised by ‘Planning Portal’ the Government’s on-line planning and building regulations organisation. Particular mention was made of the clear and concise guidance offered to planning applicants, which was held-up as an example to other Districts.
Trees – Low overhead branches in the Tunley area were causing difficulties for high-sided vehicles. County Highways would attend to the problem when they are able to identify the owner of these trees. Some concern had also been expressed to SDC that the increase in tree numbers was responsible for a higher level of damp in properties which had received reduced sunlight and warmth.
- 08.08 8. **County Council Matters**
County Councillor Mrs J Nash reported the following points to the meeting:
Regional Spatial Strategy – The proposals contained in the Regional Spatial Strategy called for 50,000 more houses to be built in Gloucestershire between now and 2026, of which 9,100 had been assigned to the Stroud District. Consultation on these proposals would run until 17th October 2008, and comments should be addressed to the Regional Planning Team at GOSW Bristol.
Video Technology in Care Homes – Five Care Homes in the County would take part in a ‘pilot’ scheme to enable residents to have ‘face-to-face’ conversations with relatives and friends around the world via a video-link facility. If successful this scheme – put forward by the Order of St John Care Trust in partnership with County Council - would be extended to all Care Homes in Gloucestershire..
Annual Highways Seminar with Parishes – This seminar would be held at Gloucester Rugby Club at Kingsholm, Gloucester on 15th October 2008. Agenda items would include speeding, accidents, flooding, resilience street lighting and interface with customers. The Chairman said that this PC would be strongly represented at this important event.
- 08.08 9 **Matters for Discussion**

a) **Conduct of Parish Business – Chairman’s Proposals**

The Chairman refreshed councillors of the main elements contained in his proposals to improve and ‘streamline’ the work of the Council. This would include weekly meetings with the Clerk. Councillors agreed that at monthly meetings ‘Matters Arising’ would not be ‘anticipated’ in the agenda, but left to individual Councillors or Wards to raise. There was also support for ‘depersonalising’ the minutes of meetings and increased brevity where appropriate. Councillors agreed that future agendas would specify more precisely the purpose of debate on topics and what outcome was expected. It would be left to Wards to decide when to hold their ‘informal’ monthly meetings and the Clerk was asked to introduce the ‘scanning’ of documents received in the post to speed-up the transmission of important information to councillors.

There was support for the formation of additional sub-committees to deal with some of the larger, on-going matters and Finance in particular. It was also agreed that the appointment of ‘champions’ to develop expertise in particular subjects would be of value and that the Parish should seek to adopt best practice in procedures to meet the requirements of ‘Quality Parish’ status. Finally, it was agreed that the Clerk and all Councillors should aim to keep paper waste to a minimum.

b) **Parish Plan / Village Design Statement(VDS)**

The Chairman of the Sub-committee provided an update on the implementation of Parish Plan actions. Returns from the Further Education Questionnaire had been collated and had highlighted the wide variety of courses sought. Communication of information was now required via websites, notice boards and village magazines. It was also necessary to identify a Co-ordinator to carry the work forward and a ‘champion’ from outside of the PC would be preferred. The position could be advertised in Parish magazines. It was suggested that where there was little demand for a specific course, the interested party could be advised of a possible provider and asked to deal directly. It was accepted by the PC that some impetus had been lost in executing Parish Plan actions, but priority at present lay with the VDS. The next VDS Sub-committee Meeting would be held on 12th August.

c) **Pavilion Refurbishment / Parish Office**

It was agreed by councillors that the revised plans for the Parish Office element of the pavilion refurbishment were an improvement and provided a ‘workable’ outcome. Details of an ‘interim’ option of using a Portacabin Office were presented. The rental contract costs for a 25 sq m cabin had been researched and would be £12,168.00 for one year, £8,164.00 (two years) and £6,682.00 (three years). These charges excluded delivery charges and connection costs for utilities. Councillors agreed that it was

now vital for the Steering Group to evaluate the options, timescales, funding and costs

d) County Highways – Freight Management Strategy

The Chairman confirmed that he would attend one of the consultation meetings to discuss the plans and proposals for the implementation of a Freight Management Strategy in the Cotswold AONB and report back to the September PC Meeting. Councillors agreed that whilst the proposals contained in the Strategy were most encouraging for the management of HGV traffic, they would only be effective if underpinned by robust enforcement. It was also agreed that parishioners had a responsibility to advise Delivery Companies to use vehicles of a size appropriate to the roads in the Parish and of the most practicable route to their delivery address.

e) ‘Zero Waste’ – Meeting Report

Gloucestershire County Council (GCC) had invited this parish to participate in a county-wide ‘Zero Waste Week’ to be held from 26 January to 1 February 2009. Councillors were briefed on the main points arising from a meeting held by GCC to discuss proposals for the event. The ‘waste’ involved in this initiative would be the household waste left after the normal re-cycling collections for cans, plastic and paper. Whilst there was ‘in principle’ support for the initiative it was observed that unless there was wholehearted commitment by parishioners, there was the possibility that the Parish Council could be held ‘responsible’ for the lack of a rubbish collection. Education and publicity in advance of the event would thus be of key importance. It was agreed that the issue would be discussed in Wards before reaching a decision. It would also be considered whether or not participation should be parish-wide, or restricted to perhaps Bisley Ward only.

f) Insurance – Parish Handymen/Contractors

Councillors were advised of the requirement to ensure that handymen and contractors engaged by the Parish carried the appropriate level of Public Liability Insurance. The Clerk had sought advice from ‘Allianz’ Insurance Company and had been informed that handymen would be covered under the Parish Policy provided that tools/machinery they used were both owned and maintained by the Parish. It would thus be necessary in future for the Parish to engage handymen who carried their own Public Liability Insurance. The Clerk would ensure that handymen lodged a copy of their Insurance Certificates on an annual basis. The Clerk would also draw up a ‘Contract of Engagement’ for handymen which incorporated the requirement to hold such cover.

08.08 10 **Finance**

Receipts July 2008

Bank Interest	£144.32
Grant for Bisley War Memorial	£449.00
Receipts for Cricket Coaching - Bisley	£279.64

Total Receipts **£872.96**

The following payments were approved by the Parish Council

Payments – August 2008	£	VAT	Total
R Newbold – Notice Board Repair (E)	150.00		150.00
JSM Signs – Dog Sign – Bisley	15.00	2.63	17.63
G Hemming – Cleaning Bisley Pavilion	30.00		30.00
Cheltenham Insurance Brokers – Pavilion (E)	640.69		640.69
Robert Cole – Ground Repairs – Oakridge	200.00	35.00	235.00
Green Shop – Cleaning Supplies – Bisley	13.87	2.43	16.30
P Hayward-Berry – Grass Cutting – Oakridge	26.00		26.00
T W Hawkins – Grass Cutting	720.00	126.00	846.00
Ian Ridler – Electrical Check of Pavilion (O)	108.94	19.06	128.00
Bisley Village Hall Hire ‘VofY’ – Bisley	21.00		21.00
PCW Engraving – Plaque	20.00	3.50	23.50
Hailey Wood Sawmill – Grit Bin – Bisley	104.20	18.23	122.43
Allianz Insurance – Fidelity Guarantee	46.00		46.00
HM Revenue & Customs – Tax/NI	314.52		314.52
N M MacLeod – July Salary	715.40		715.40
N M MacLeod – Refund of Planning Fee Paid	85.00		85.00
J Patel – Cricket Coaching – Bisley	535.00		535.00
T Bryant – Maintenance Oakridge	155.00		155.00
P Hayward-Berry – Grass Oakridge	26.00		26.00
D Holbrook Grass Eastcombe	50.00		50.00
Newsquest – Public Notice in SN&J	134.50	22.66	157.16
J Hemming – Cricket Coaching – Bisley	80.00		80.00
Totals	£4,191.12	£229.51	£4,420.63

Petty Cash Payments – July 2008 **£78.65**

Net Balance as at 31 July 2008	£26,117.40
Bisley Gift Balance as at 31 July 2008	£1,427.49
Bisley Lock-up Balance as at 31 July 2008	£2,118.03
Westbury Gift Balance as at 31 July 2008	£10,000.00
Parish Office Reserve as at 31 July 2008	£16,250.00
Community Tennis Court Fund as at 31 July 2008	£13,000.00

08.08 11 Planning

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

Bisley Ward

S.08/0937/FUL – Througham Farm, The Camp, Bisley – Erection of agricultural livestock buildings. – **Object** – There is no method statement for dealing with the run off from the required regular chemical disinfecting of the animals and their sheds. We consider these chemicals will pose an unacceptable risk to the quality of local water courses and their bio-diversity i.e. the great crested newt (Policy NE 15).

S.08/0938/COU – Upper Througham Farm, The Camp, Bisley – Use of land for stationing mobile home – **Object** – We object because

1. We are informed that there is no need for an on-site worker for this type of livestock rearing.
2. The design and materials of a mobile home are not sympathetic and are inappropriate to the AONB landscape context (Policy NE8).

S.08/1325/LBC – The Old Vicarage, George Street, Bisley – Internal and external alterations – **Support/Comment** – The boundary line of the applicant's property is wrongly drawn. It is shown as extending far too far east, deep into the neighbouring property's (Trinity Lodge) garden. Please correct this mistake.

S.08/1315/FUL – The Milestone, George Street, Bisley – Alterations and extensions for a loft conversion – **Support**.

Eastcombe Ward

S.08/1183/FUL – High View, Dr Crouch's Road, Eastcombe – Erection of extensions and alterations to access – **Comment only** – We feel that whilst the property is not technically within the conservation area, but is immediately outside it, that the uPVC construction of the proposed conservatory is not desirable. However, it may be possible to screen it with suitable planting/fencing.

S.08/1231/TPO – Pemberley, Middle Hill, Eastcombe – Work to horse chestnut tree – **Comment only** – The scale of the reduction should not pose any risk to the general health and survival of the tree.

Oakridge Ward

S.08/1350/FUL – 'Jacaranda', Limekiln Lane, Waterlane, Oakridge – Resubmission following refusal of S.08/0566/FUL for a two-storey side extension and relocation of oil tank – **Support/Comment** – Visually, from the front, there is only a small change of about 10%; from the rear (south) and east the change is more visually significant but these are not views that would normally be visible when taking in the 'Cotswold scene'. The length and size of the proposed building is not particularly outstanding when compared with the others around. On balance, we see no reason to refuse this application.

S.08/1317/FUL – Partridge House, Oakridge Lynch – Resubmission following refusal of S.08/0402/FUL for the erection of a double garage with storage over –

Support/Comment – The last application was refused by SDC because “ it is considered that the building, by virtue of its overall height and massing and prominence to public view, would be visually intrusive in the local street-scene to the detriment of visual amenity of the area and would harm the local landscape character of the Cotswold AONB, contrary to the policies BE3, HN16 and NE8 of the adopted Stroud District Local Plan, November 2005.”

This reason is not robust and is inconsistent with the fact that this dwelling was, before this current building phase, a small bungalow; it is now a large house. If this plan is refused we would suggest that the applicant has good grounds for appeal. Our reservations about the entrance have been addressed.

General

Councillors discussed anomalies and inconsistencies arising from recent planning decisions by District Council. There was also concern that the responses submitted by the Parish were not always posted on the SDC website and that where the decision of SDC differs from that of the PC the requirement that this should be referred to ‘Committee’ is not being met. It was agreed that the Ward Planning Sub-committee Chairman should meet to discuss these issues before seeking clarification from SDC.

08.08 12 **Correspondence**

The following correspondence and information was available for councilors to view:

Great Western Ambulance Service	Annual Review 2007/08
Gloucestershire County Council	Report – 3 rd Edition
Cotswold Conservation Board	Annual Review 2007/08
Gloucestershire Police Authority	Annual Report 2007/08
Gloucestershire Constabulary	Annual Report 2007/08
Gloucestershire Playing Fields	Summer 2008 Newsletter
Project Manager Today	August 2008 Magazine

08.08 13 **Ward Matters**

a) **Eastcombe**

Eastcombe Ward advised that the '20 is plenty' School Safety Zone at the Primary School had been included in this year's Programme of Works. Councillors were also advised that former Parish Councillor Chris James had informed that Cirencester College were looking for the opportunity to

carry out a project to erect an 'Assault Course' in the local area. Wards were asked to consider if they had scope on recreation grounds to accommodate such a facility.

b) **Bisley**

Bisley Ward announced with pleasure that the village had been awarded first place in the 'Calor Gas Village of the Year' Competition for its work to become a Centre of Environmental Excellency. A cash prize would be received which would be directed towards further environmental initiatives.

A meeting of Allotment Holders would be held on Saturday 9th August under the 'umbrella' of National Allotments Week.

c) **Oakridge**

Oakridge Ward advised that they had agreed a draft Contact for use of the Recreation Ground with Oakridge Cricket Club. A copy of the draft had been circulated to all councillors and this was approved unanimously by the meeting.

08.08 14 **Date and Place of Next Meeting**

The next meeting of the Parish Council will be held at Bisley WI Village Hall on Wednesday 3rd September 2008 commencing at 7.30 pm.

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