

MINUTES OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL MEETING HELD ON WEDNESDAY 3rd SEPTEMBER 2008 AT BISLEY WI VILLAGE HALL

Present:	Mr P Thorp	Chairman
	Ms L Greene	}
	Mrs L Hemming	}
	Mrs C Nash	}
	Mr R K Brooks	}
	Mr D B Hunt	}
	Mrs L Petch	}
	Mrs V Nairn	}
	Mr A E Davis	}
	Mr R N Budgeon	}
	Mr N Holliday	}
	Mr N M MacLeod	Clerk

One member of the public was present.

- 08.09 1. **Apologies for Absence**
Apology for absence was received from Mr P Dawes.
- 08.09 2. **Declaration of Interests**
No Declarations of Interest were received from councillors.
- 08.09 3. **Public Participation**
No members of the public were present at the meeting.
- 08.09 4. **Minutes of Previous Meeting**
The draft minutes of the previous meeting held on 6th August 2008 having been circulated to all councillors were approved unanimously and the Chairman signed the Minute Book.
- 08.09 5. **Matters Arising**
- (a) **'Zero Waste Week'**
Councillors agreed that the 'Zero Waste Week' to be held in in the Parish in January 2009 would focus on Bisley Village. A meeting with County and District Councils would take place on 11th September and a more detailed report on the event would be presented at the October Parish Council Meeting.
- (b) **National Offenders Management Scheme (NOMS)**

Oakridge reported that whilst there were tasks in the Ward which could be carried out by 'NOMS Working Parties, they could not be afforded from this year's precept. A number of tasks had been identified by Bisley Ward which could proceed and the Clerk was asked to contact NOMS to arrange a visit to discuss these tasks. (c) Eastcombe Primary School Road Safety Scheme

Eastcombe Ward advised that the road safety measures in Dr Crouch's Road proposed by Gloucestershire Highways would not be carried out this FY as previously advised. Apparently, this scheme had been confused with a nearby project to provide additional safety measures for pupils travelling to and from Thomas Keble School. Eastcombe Ward expressed displeasure that the urgently needed work in Dr Crouch's road had yet again failed to gain the required priority. County Councillor Mrs J Nash supported the Ward's concerns and undertook to press County Highways to deal with this matter as quickly as possible.

08.09 6. **District Council Matters**

District councillor Mrs P Carrick briefed the meeting on the following issues:

Cardboard Bank – Oakridge Lynch – SDC had advised that that the proposed Cardboard Bank would be sited in the Butcher's Arms car park, Oakridge Lynch around mid-September. The 'Bank' would be dark green in colour, 28 cubic metres in capacity and a payment of £10.00 per 0.75 of a metric tonne collected would be credited to the Parish Council. Councillor Carrick confirmed that seven local residents had agreed to act as 'Monitors' to ensure that the facility was used properly. Oakridge Ward asked Councillor Carrick to obtain details of the signage that would appear on the 'Bank'. It would also be necessary for the Parish Council to place a separate 'Users Notice' alongside the 'Bank' to ensure that depositors complied with the terms of usage. Councillor Carrick was asked to determine when the planned 'Bank' for Chalford Parish would be installed.

Health Issues – Through her involvement on the Health and Safety Scrutiny Committee at SDC, Councillor Carrick announced that 'Community First Responder' training was being carried out by the Ambulance Service with selected personnel in the District. Additionally, Chalford Parish had identified six parking spaces for ambulances to use in the evenings so that response times to emergencies could be reduced.

08.09 7. **County Council Matters**

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

Information Campaign – During the coming weeks, County Council would be displaying posters across the County to inform residents of the work carried out by the Council and the services provided by Council Tax receipts. Research has shown that two out of three residents are unaware of the full range of services provided.

Kemble to Swindon Railway Line – There is an online Petition on the County Website to demand that the Office of Rail Regulation re-examines the need for an additional line to be provided on this stretch of railway. Petitioners can also sign on lists at railway stations along the route.

Gloucestershire Charter – There are now 143 Parishes which have adopted the Charter and this is serving to enhance communication and consultation between the tiers of local government,

Local Bus Services – The County Council is facing increased challenges in maintaining bus services as a result of escalating fuel costs and staffing issues. Consequently it will become increasingly difficult to continue services on under-utilised routes.

Regional Spatial Strategy – Comments on the Regional Spatial Strategy require to be lodged with GOSWA by 17th October. The important proposal for this Division is the allocation of 1500 houses in the Parish of Brookthorpe-with-Whaddon.

08.09 8 **Matters for Discussion**

a) **Village Design Statement (VDS)**

The VDS Steering Group provided Councillors with a draft Statement which drew together the findings of the Steering Group and the inputs provided by parishioners at the consultation meetings held in each Ward. Councillors were asked to provide comments on the draft to the Steering Group within two weeks so that they would be received in time for the next Group Meeting. County and District Councillors were also invited to comment. Specialist comment on the content of the draft would be sought in due course.

b) **Report from the Cotswold AONB Freight Management Strategy Meeting**

The Chairman provided Councillors with copies of his Report following attendance at the recent Freight Management Strategy Meeting. The key aim of the Strategy was to keep 'through HGV Traffic' with a weight in excess of 7.5 Tonnes on the main arterial roads and away from the narrow roads in the rural areas. However, dispensation would be given to vehicles which were making legitimate deliveries to businesses and premises within the restricted area. SATNAV in vehicles was a contributory cause to some of the incidents in this Parish and County

Council and WS Atkins were working with regional and national organisations to develop a system which advises of suitable 'through routes'. It was agreed that most of the problems in this Parish occurred in Bisley Village and that whatever proposals were finally agreed, they could prove ineffective unless properly enforced. It is intended that the Strategy should be in place by December 2008.

c) Pavilion Refurbishment/Parish Office

There was little progress to report over the past month and a further meeting with the architect would take place later in the month to refine the design proposals and obtain costings. It was recommended that this should include costing of a 'stand-alone' facility which would enable a Parish Office to be built in advance of the larger Pavilion refurbishment project. Sources of outside funding also needed to be identified including those of organisations promoting the advantages of energy efficiency and use of renewables.

d) Council 'Finance and Management Sub-Committee' Proposal

The Clerk had circulated draft Terms of Reference for a proposed Finance and Management Sub-Committee of the Parish Council. It was agreed that this Committee would enable more effective overview of expenditure on a Parish-wide basis and particularly in relation to major expenditure projects over the longer term. It was further agreed that the 'day-to-day' management of Parish finances should remain with the Clerk as appointed 'Responsible Financial Officer', subject to the statutory scrutiny of the Parish Council to ensure compliance. The role of Sub-Committee would thus be of a more strategic nature and would involve producing longer-term plans for ensuring that parish assets were properly maintained, administered and accounted for. The Clerk was asked to amend the draft Terms of Reference accordingly.

e) SDC 'Standards Committee Vacancy'

SDC had asked Parishes to vote on nominations put forward to fill a vacancy in the District for a Parish or Town Councillor to sit on the Standards Board. Given that Councillors had little or no knowledge of some of the candidates put forward for nomination it was agreed that the Council would not participate in the selection process.

f) Parish Ownership of Telephone Kiosk in Oakridge.

Following the notification by BT to remove uneconomical telephone kiosks throughout the country, this Parish had been given the opportunity by SDC to put forward a case for the retention of the kiosk in the centre of Oakridge Lynch. This had been done and the Parish Council had now been presented with the option to retain the kiosk as a

working facility at an on-going annual cost to the Council of circa £500.00 or to purchase the kiosk for £1.00 as a non-operational 'historic monument'. Councillors considered that there were a number of good reasons to retain an operational facility, but that more detailed information was needed before a decision could be reached. The Clerk was tasked with writing to BT for full details of the total costs involved in both options.

08.09 9 **Finance**

Financial Statement

Receipts August 2008

Bank Interest	£144.74
SDC Grant for VDS Arts Project	£1,000.00
Allotment Rent	£5.00
Wayleave	£1.00

Total Receipts **£1,150.74**

The following payments were approved by the Parish Council

	£	VAT	Total
T W Hawkins – Contract Grass Cutting	£720.00	£126.00	£846.00
BT – Office Telephone	£98.90	£16.52	£115.42
Frowens – Land Valuation Oakridge	£125.00	£21.88	£146.88
Graduate Gardeners – Maintenance of Burial Ground Oakridge	£248.13	£43.42	£291.55
Ian Ridler Electrical – Pavilion Oakridge	£365.96	£64.04	£430.00
SDC – Dog Bin Emptying Bisley	£63.24	£11.07	£74.31
N M MacLeod – Salary August 2008	£715.40		£715.40
H M Revenue & Customs – Tax/NI	£314.52		£314.52
PCW Engraving – 'Bisley Gift' Plaque	£50.00	£8.75	£58.75
Moore Stephens – Audit Fee	£400.00	£70.00	£470.00
Ian Trueman – Maintenance Bisley	£172.50		£172.50
N M MacLeod – Refund of Planning Fee	£82.50		£82.50
Totals	£3,356.15	£361.68	£3,717.83

Petty Cash Payments – August 2008	£71.39
Cash Balance as at 31 August 2008	£24,110.61
Bisley Lock-up Balance as at 31 August 2008	£2,122.53
Westbury Gift Balance as at 31 August 2008	£10,000.00
Parish Office Reserve as at 31 August 2008	£16,250.00
Community Tennis Court Fund as at 31 August 2008	£13,000.00

The Clerk advised the meeting that the Annual Accounts of the Parish Council as at 31st March 2008 had been examined and approved by Moore Stephens Chartered Accountants. The appropriate Notice advertising the closure of the audit will be placed on parish noticeboards.

08.09 10 Planning

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

Bisley Ward

S.081467/COU – Barn, Lower Nashend, Bisley – Conversion of barn to dwelling – **Comment only** – In view of the fact that this is a barn conversion (loss of a barn) we would like to see bio-diversity issues addressed such as integrated bat/bird/owl boxes in architectural design fulfilling the pro-active initiative requirements of the Gloucestershire BAP (Policy NE4).

S.08/1526/FUL – 18 Bearsfield, Bisley – Erection of a conservatory – **Support**.

Eastcombe Ward

S.081388/FUL – Windmill Bungalow, Fidges Lane, Eastcombe – Erection of a bungalow (Revised scheme following permission granted in S.06/2748/FUL) – **No Observations**.

Oakridge Ward

S.08/1590/FUL – The Crown, Waterlane, Oakridge – Erection of a two-storey extension; amendments to entrance and driveway – **Support/Comment** – This design is in keeping with the existing dwelling and complies with HN16. We support this application.

S.08/1477/FUL – Little Court, Oakridge Lynch – Demolition of existing kitchen extension and new two-storey extension to the rear – **Support/Comment** – We support the upgrading of this cottage. It complies with HN16 and the design and materials proposed are consistent with the surroundings. We note the comment by 'A Sach' on the website is not referring to this application – it refers to a Berkeley address.

08.09 11 **Correspondence**

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

Volunteer and Community Action (Stroud Group) CPRE	September Newsletter 'Fieldwork' Magazine September 2008
Gloucestershire Playing Fields Gloucestershire County Council	Summer 2008 Newsletter 'Great Value Services Campaign'

08.09 12 **Ward Matters**

a) **Oakridge Ward**

Oakridge Ward advised that urgent work was needed to repair a leak and the drainage system at the Pavilion. A contractor had would carry out this work as soon as possible at a cost of £485.00.

08.09 13 **Any Other Business - Election of Deputy Chairman**

The Chairman announced that he would be abroad on holiday for the next 2 weeks. It was agreed that a Deputy Chairman should be appointed to cover such absences until the Annual General Meeting of the Council in May 2009. Ms L Greene proposed that Mr A E Davis to fill this role. The proposal was seconded by Mr R N Budgeon and carried unanimously.

08.09 14 **Date and Place of Next Meeting**

The next meeting of the Parish Council will be held at Bisley WI Village Hall on Wednesday 1st October 2008 commencing at 7.30 pm.

There being no further business the meeting closed at 21.30 hours.