

MINUTES OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL MEETING HELD ON WEDNESDAY 1st OCTOBER 2008 AT BISLEY WI VILLAGE HALL

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

One member of the public was present.

- 08.10 1. **Apologies for Absence**
Apologies for absence were received from Mrs V Nairn and Mr N Holliday.
- 08.10 2. **Declaration of Interests**
The Parish Council declares an interest in the Planning Application to provide a tennis court and erect fencing at the allotments field in Oakridge Lynch – Serial 08.10 (10) of these Minutes refers.
- 08.10 3. **Public Participation**
Mr R Utley, a resident of Bisley Ward, asked why the draft Minutes of the September 2008 Parish Council Meeting had not been posted on the parish website for public scrutiny prior to the October 2008 PC Meeting. He pointed out that he had previously raised this issue in relation to the July 2008 Minutes. The Chairman apologised for this oversight and explained that during September both he and the Clerk had taken 2 weeks annual leave which had compressed the timescale available to carry out administrative tasks. Mr Utley was also advised that the draft monthly Minutes were always available for inspection at the Parish Office prior to any Meeting. The Chairman concluded by assuring Mr Utley that the Parish would endeavour to post future draft Minutes on the website in a timely fashion.

08.10 4. **Minutes of Previous Meeting**

The draft minutes of the previous meeting held on 3rd September 2008 having been circulated to all councillors were approved unanimously and the Chairman signed the Minute Book.

08.10 5. **Matters Arising**

(a) Finance Working Group

It was agreed that the Finance Sub-Committee would meet during the next couple of weeks to consider Precept requirements for the 2009/10 FY and funding for major projects which would be required over the coming years. The Clerk reported that the Precept for the second half of 2008/09 had just been received and that he would prepare a detailed analysis statement to inform the meeting. The Clerk was asked to arrange a date for this meeting.

(b) Annual Gloucestershire Highways Meeting

The Chairman reminded Ward Transport Representatives that the Annual Highways Meeting would be held in Gloucester on Wednesday 15th October.

(c) Village Design Statement (VDS)

The Chairman of the VDS Working Group asked for any remaining comments on the draft VDS document to be passed to him as soon as possible.

(d) School Safety Zone

The Parish Council had been advised that the confusion at Gloucestershire Highways which led to the removal from the Works Programme of the School Safety Zone at Eastcombe Primary School was much regretted. However, it was also pointed out that this error did not enhance the priority of the scheme and it had not been included in the 2009/10 Programme. The priority of this scheme would now be re-assessed and scored for addition to future programmes. The Clerk was asked to write to County Highways to express the displeasure of the Council at this occurrence and to urge that the scheme be implemented as soon as possible. In the meantime, it was confirmed that additional '20 is plenty' signs would be given to Eastcombe Ward for placement in Dr Crouch's Road.

08.10 6. **District Council Matters**

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

Grants for Renewable Energy Systems - Government Grants to assist householders to install renewable systems are available

under the Low Carbon Buildings Programme. Details of websites dealing with this Programme and information on installers registered under the scheme can be obtained through the Parish Office. It was stressed that any person seeking to take advantage of this scheme should obtain grant approval before proceeding with any work.

Energy Efficiency Advice Centre – This Centre provides Freephone information and advice to any individuals who are facing difficulties in meeting the costs of energy supplies and particularly heating bills. The Freephone number is 0800-512012.

'Dog Watch' – Increasing numbers of complaints were being received about dog fouling in public places. Owners found guilty of this offence are liable to fines of £1,000.00. Additionally, owners were liable to fines of up to £5,000.00 if their dogs do not wear a collar and identification tag.

Cameras on Buses – A new scheme called 'Buscam' has been launched for a 6-month trial period, whereby buses will be fitted with up to 12 cameras to record instances of unruly or criminal behaviour by passengers. The scheme will include buses used to transport pupils to schools in the District. It is hoped that this scheme will serve to reduce unacceptable behaviour by certain passengers and improve the safety on board for both passengers and drivers.

Ambulance Services – A 'Satellite Dispatch Service' has been introduced by the County Ambulance Trust at a cost of 850K. This facility will enable the position of each ambulance to be tracked from a central control so that the nearest available vehicle can be dispatched to deal with incidents. The system would also carry information on road works and traffic conditions so that ambulances can be directed to incidents by the quickest route.

08.10 7. **County Council Matters**

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

Regional Spatial Strategy – Following debate in September, the Cabinet had endorsed the views of the Council in opposing the building of additional houses on green-field sites. Consequently, the proposed building of 1500 houses at the Whaddon site was unanimously opposed by both the Cabinet and the Council.

Bus Contract Update – New bus contracts had come into force in parts of Gloucestershire. A balance had to be struck in trying to retain existing routes and deal with fuel cost increases. This resulted in some adjustments being made but the overall changes were limited.

Young Driver and Passenger Safety – During September and October, Theatre Performances will be held in schools and colleges

to educate pupils in Years 11 to 13 about young driver and passenger responsibilities. The performances would warn youngsters about the effects of alcohol and substance misuse, and emphasise road safety issues such as speeding and the wearing of seat-belts.

Lorry Management – The Traffic Regulation Committee will meet on 14th October to consider objections raised to the Council's proposals to introduce area-wide restrictions limiting HGV movements to designated routes. Thereafter, the Committee will make recommendations on the Traffic Regulation Order.

Highway Authority Comment on Planning Applications – For a three-month trial period, new arrangements have been introduced giving the Highway Authority the opportunity to comment on planning applications. This will apply in the main to 'large' rather than small householder applications. Nevertheless, parishes are advised to be vigilant in identifying any planning applications which may have implications of a 'Highways' nature and to comment accordingly.

Household Re-Cycling Centres – New systems are to be introduced on 26th October to prevent the illegal disposal of Trade Waste at the 5 re-cycling centres in the County. In future, all vans, pick-ups and vehicles with trailers will require to 'pre-book' the depositing of waste before arriving at a centre. It was agreed that the Parish Council would publicise this issue in addition to the publicity which will be released in due course by County Council. Concern was also expressed that these restrictions could lead to increased 'fly-tipping' in the area.

Schools Budgets – A sum of £27.3M given to schools in the County over recent years had yet to be spent. Any school which has held unexpended funds for over 3 years runs the risk of being required to return this money to the County Council.

08.10 8 **Matters for Discussion**

a) **Parish Office – Current Position/The Way Ahead**

Prior to the meeting, the Chairman had provided each councillor with a synopsis of the work carried out to identify the need for a 'dedicated' Parish Office, together with the progress made to date in identifying optional building sites. Councillors who had joined the Council since the original concept was proposed agreed that this synopsis provided a most useful insight into the earlier work carried out by the Council.

Whilst there was general agreement that the Parish Office remained the priority project of the Council, The Chair of Bisley Ward said the poor condition and high running costs of the Bisley Pavilion placed a very high priority on the remedial work currently in

planning. Although the co-location of a Parish Office with the Bisley Pavilion remained the preferred option at present, further work was needed to provide a detailed costs and benefits analysis of all options. It was also pointed out that there was scope to provide the Parish Office as a 'stand-alone' project in a faster timescale than a combined Pavilion/Office project. It would also be necessary to consider the implications for outside funding support for the projects if they were pursued 'in tandem'.

Following general discussion it was agreed that further work by the Parish Office Working Group would await a report from the Finance Working Group which will examine in more detail the current finances of the Parish, recommend priorities and consider the future capital requirements necessary to deliver projects, with particular emphasis on external sources of funding.

b) **'Zero Waste Week'**

The Chair of Bisley Ward summarised the progress made to implement a 'Zero Waste Week' in the Parish early in 2009. Meetings with GCC and SDC had taken place and a Working Group had been established. Whilst the focus of the initiative would remain on Bisley, participation by schools in Oakridge, Eastcombe and Miserden would also be included, with Bisley Blue Coat School as the 'flagship' participant. Schools had been invited to submit ideas to the Working Group and draft proposals would be submitted by the Group to GCC in due course.

c) **Telephone Kiosk - Oakridge**

The Chair of Oakridge Ward provided an update on the proposal by BT to remove the telephone kiosk in Oakridge. Whilst there remained the possibility of retaining the kiosk on a functional basis or as a 'historic monument', each of these options would involve significant on-going costs to Parish funds. The inclination of Oakridge ward was to decline both options, thus leaving BT with the costs of removing the kiosk, disconnecting electricity, removing the pathway and making good the ground. If faced with these costs, BT might be persuaded to permit its retention by the Ward on more favourable terms. The views of Oakridge residents were being sought before a final decision is reached.

d) **Bus Shelter Grant Scheme**

Bisley Ward advised that they had secured a grant of £2,000.00 from the Environment Directorate at GCC towards the provision of a bus shelter on the Cheltenham Road adjacent to Windyridge. Specifications of a shelter costing circa £2,600.00 had been provided by GCC but it was considered that the 'urban design' was unsuited to a rural environment. Alternative 'bespoke' shelters would cost almost double this amount. The Ward was thus in discussions with local contractors to determine if a more cost-effective shelter could be constructed. In the meantime, the

Ward would meet with the Police Authority to carry out a risk assessment on the proposed site of the shelter.

e) Overcrowding on School Buses

In recent weeks, there had been reports from parents in Bisley of problems with the bus service which conveyed pupils to Schools in the area. The bus was often late in arriving and was overcrowded to the point that pupils had to stand during their journey. It was anticipated that these problems also affected Oakridge which was the next 'pick-up point after Bisley. Schools had written to the Bus operator – Cotswold Green – to voice their concerns and the Company had agreed to monitor the situation during the coming week and take appropriate remedial action. The Company advised that the problems had occurred because of an increase in the numbers of pupils – both entitled and fare-paying - using the service.

f) Parish Precept/Timetable for Submission

The Clerk advised the meeting that the second 'tranche' of the annual precept had been received, together with directions for the submission of the bid for the 2009/10 FY. This had to be lodged with SDC no later than 9th January 2009. It was agreed that Wards would prepare their draft precept bids for consideration by the Finance Sub-Committee and the Parish Council.

08.10 9 **Finance**

Receipts September 2008

Bank Interest	£135.59
SDC Precept	£25,435.00
Allotment Rent	£30.00

Total Receipts **£25,600.59**

The following payments were approved by the Parish Council

	£	VAT	Total
Toshiba UK Ltd- Photocopier	11.83	2.07	13.90
T W Hawkins – Grass Cutting	720.00	126.00	846.00
All Saints Church, Bisley – Path Repair	250.00		250.00
GAPTC – Annual Subscription	397.22		397.22
GPFA – Annual Subscription	50.00		50.00
P Hayward-Berry – Grass Cutting	6.50		6.50
Ian Trueman – Maintenance Bisley	46.50		46.50
N MacLeod – Refund Planning Fee	82.50		82.50
N MacLeod Salary Sep 08	715.40		715.40
H M Revenue & Custom – Tax/NI	314.52		314.52
NPower – Electricity Bisley Pavilion	53.53	2.68	56.21
Ian Trueman – Maintenance Eastcombe	108.00		108.00
Totals	£2,756.00	£130.75	£2,886.75

Petty Cash Payments – September 2008 **£64.69**

Cash Balance as at 30 September 2008 **£44,621.68**

Bisley Lock-up Balance as at 30 September 2008 **£2,127.04**

Westbury Gift Balance as at 30 September 2008 **£10,000.00**

Parish Office Reserve as at 30 September 2008 **17,500.00**

Community Tennis Court Fund as at 30 September 2008 **£13,000.00**

08.10 10 **Planning**

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

Bisley Ward

S.08/1663/LBC & S.08/1664/FUL – The Old Vicarage, George Street, Bisley – Removal of flat-roof extension; erection of single-storey extension; internal alterations; removal of existing ground-floor WC window and replace with casement window; insertion of new window on rear elevation; erection of two solar panels – **Support**.

S.08/1741/LBC – Upper Througham Farm, Bisley – Replace existing Cotswold stone slates on out-building; replace concrete pillars with hardwood posts or stone plinths; remove existing concrete low walls – **Support/Comment** – In general we support the application, but, given a choice, would prefer replacement Cotswold stone slates 'like-for-like', rather than with artificial slates.

Oakridge Ward

S.08/1700/FUL – Stable Cottage, Far Oakridge House, Far Oakridge – Alteration to two dormer windows – **Support/Comment** – This application complies with HN16. The proposal is in keeping with the many other dormers in the Parish.

S.08/1777/COU – Allotment Garden, Oakridge Lynch – Change of Use of land to a tennis court and erection of fencing – **Comment** - The Parish Council owns and administers this land and therefore has a declared interest in the application

08.10 11 **Correspondence**

The following correspondence received during the past month was available for inspection by councilors:

GRCC	Details of AGM – 14 th October
SDC	News Bulletin Autumn 2008
Communities and Local Government	Consultation on Making and Enforcement of Byelaws
GRCC	Review of the Year 2007/08
GRCC	'Gloucestershire History' - 2008

08.10 12 **Ward Matters**

a) **Bisley Ward**

NOMS – The Clerk was asked to hasten contact with the National Offenders Management Scheme to arrange for working parties to carry out identified maintenance tasks in the Ward.

b) **Eastcombe Ward**

Street Naming – The Chair of Eastcombe Ward referred to a letter received from SDC concerning the street naming of Wells Road, The Street and The Green. Eastcombe Ward would produce a draft letter to be delivered to residents affected by changes. The Clerk would write to SDC to confirm the changes sought.

Car Parking – Thomas Keble School – Parents depositing and collecting pupils from Thomas Keble School were parking cars right up to the road junction at the allotments area. This created a ‘line of sight’ road safety hazard for drivers at this junction. It was agreed that the Clerk would write to the Headmaster of the School asking that he take action to remove this problem.

Playground Safety Surface – The Clerk was asked to contact ‘Wicksteed’ to arrange for a hole to be repaired on the ‘rubberised’ play safety surface at the Recreation Ground.

Road to the Scout Hut – The Clerk was asked to obtain a quote for the laying of ‘scalpings’ to improve the surface of the road/track leading to the Scout Hut.

Assault Course – It may be feasible to install an ‘Assault Course’ on parish-owned land at Eastcombe. However, it would be necessary to determine the dimensions of such a Course before any decision could be made.

c) **Oakridge Ward**

Integration of Bus Services – The Chair of Oakridge Ward asked if it would be possible to achieve greater integration of bus services to the area so that Oakridge residents could ‘link-up’ more readily with services traveling to Stroud and Cheltenham. It was agreed that bus timetables would be examined in order to recommend how this could be achieved.

‘Strimmer’ – The ‘strimmer’ used by Oakridge Ward needed to be replaced. Eastcombe Ward said that they had ‘inherited’ an additional ‘strimmer’ and would ask their handyman if it was suitable for transfer to Oakridge.

08.10 13 **Date and Place of Next Meeting**

The next meeting of the Parish Council will be held at Bisley WI Village Hall on Wednesday 5th November 2008 commencing at 7.30 pm.

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