

**MINUTES OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL MEETING HELD ON WEDNESDAY 5<sup>th</sup> NOVEMBER 2008 AT BISLEY WI VILLAGE HALL**

<b>Present:</b>	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 V Nairn	}	
	Mr A E Davis	}	
	Mr R N Budgeon	}	Oakridge Ward
	Mr N Holliday	}	
	Mr N M MacLeod		Clerk

One member of the public was present.

- 08.11 1. **Apologies for Absence**  
Apologies for absence were received from Councillors Mrs L Petch and Mr P Dawes and District Councillor Mrs P Carrick.
- 08.11 2. **Declaration of Interests**  
No interests were declared by councillors.
- 08.11 3. **Public Participation**  
There was no participation by the member of the public who attended the meeting.
- 08.11 4. **Minutes of Previous Meeting**  
The minutes of the previous meeting held on 1<sup>st</sup> October 2008 having been circulated to all councillors were approved unanimously and the Chairman signed the Minute Book.
- 08.11 5. **Matters Arising**
- (a) **'Zero Waste Week'**  
Further meetings had taken place to organise the 'Zero Waste Week' to be held in Bisley in late January 2009. A draft programme had now been produced and support and funding would be available from GCC, SDC and volunteers. An article publicising the event will be inserted in the next issue of the 'Bisley News'.

(b) Telephone Kiosk – Oakridge Lynch

The proposed removal of the telephone kiosk in Oakridge Lynch by BT had been publicised to residents. This had produced insufficient support for its retention and the resultant costs to the Parish. Further information had been sought from a parish which had subscribed to 'adopt' its kiosk and a final decision will be made when this information is received.

(c) Highways Seminar – Gloucester – 15 October 2008

Two councillors and the Clerk had attended this seminar which had focused mainly on flood resilience, drainage management and street lighting. This had been followed by a 'Market Place', in which delegates had the opportunity to discuss issues with Highways Departments. 'League Tables' covering the condition of roads in English Counties were shown and these illustrated that Gloucestershire was in the middle of the league for principal roads, but lower down the table for non-principal and unclassified roads. There was now a 'backlog' of work approaching £100M and there seemed little prospect of improving on this figure, given the current economic climate. On a more positive note, a wider use of the 'hot treatment' system for repairing potholes should result in improved longevity of road surfaces. The annual cost of street lighting in the County could rise to over £3M and various options to reduce this cost were being considered, including wind and solar power, part-night lighting and dimming. New technologies, including the use of light-emitting diodes (LEDs) were also under consideration. For Bisley-with-Lypiatt Parish, councillors were not in favour of street lighting.

(d) Finance Management Sub-Committee

The Finance Management Sub-Committee met on 17 October 2008. Terms of Reference were agreed and will be submitted to the full Council in December for ratification. The Committee considered donations to Charities authorised under Section 137 of the Local Government Act and details were prepared for approval by the Council. The Committee also examined initial proposals for the Parish Precept for FY 2009/10, with the aim of keeping any increase to as low a figure as possible, whilst at the same time ensuring that the Council was able to discharge its responsibilities efficiently and effectively.

08.11 6. **District Council Matters**

The Chairman of Oakridge Ward briefed the meeting on the following issues notified by District Councillor Mrs P Carrick: Icelandic Bank Deposits – The Chief Executive of SDC had asked District Councillors to reassure parishioners that presently

inaccessible capital deposits lodged by SDC with an Icelandic Bank should not impact adversely on the day-to-day operations of the District Council, nor influence the setting of Council Tax for the year ahead. The Council would, in common with many other Local Government Bodies, seek to recover all monies due.

Public Spaces, Street Cleansing and Ground Maintenance Meeting at SDC – District Councillor Carrick had attended a meeting at SDC covering the subject issues. Parishes were encouraged to advise SDC of actions under these headings that would improve the environment in their areas and were invited to submit to a ‘pilot scheme’ aimed at implementing these actions. The Clerk was asked to obtain further details from SDC.

Neighbourhood Wardens – The Neighbourhood Warden Scheme was now well-established and very successful. The Clerk was asked to arrange for a representative from the Scheme to visit the Parish to determine the range of assistance that could be provided and at what cost

08.11 7. **County Council Matters**

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

Lorry Management Scheme – Cabinet had endorsed the Scheme at its October Meeting. In the Cotswold Area, lorries over 7.5 tons would be banned unless they are making deliveries within the area. Co-operation by the Police and the public will be necessary to enforce the ban and the ‘Lorry Watch Scheme’ under the auspices of Trading Standards can be notified of any vehicles breaching the ban.

Stroud Library – The Stroud Library will close for 2 weeks from 8<sup>th</sup> to 22<sup>nd</sup> December 2008 for refurbishment. During this closure books or CDs/DVDs can be returned to any library in the County. The refurbishment will include a new lift, improvements to toilets and redecoration. Concern was expressed about a possible threat to the Mobile Library Service which was much-valued in the Parish. County Councillor Nash said she would investigate this and report back to the Parish.

Kemble/Swindon Railway – County Council was disappointed that the Government will not fund the work to provide a ‘double track railway between Kemble and Swindon. There had been strong support from the public for this measure which would have removed the ‘bottle-neck’ between Kemble and Swindon which causes delays and disadvantages business in Gloucestershire. It was agreed that the Clerk would send a letter to David Drew MP to reflect the concern of the Parish Council at this unwelcome decision.

Gloucestershire Highways Road Schemes for the Parish in FY 2009/2010 – The forward programme for road improvements in 2009/2010 would include resurfacing the roads in Oakridge Ward from Frith Farm to Oakridge Farm and completion of the ‘triangle’ at Iles Green/Far Oakridge. Gloucestershire Highways had also concluded that the provision of a pavement leading to Thomas Keble School in Eastcombe was not deliverable in the current programme. Councillor Nash said she would seek to have the funding earmarked for this work reassigned to the School Safety Zone in Dr Crouch’s Road, Eastcombe, which had been removed from the current programme.

08.11 8 **Matters for Discussion**

a) **Parish Precept 2009-2010**

Councillors examined initial proposals for the precept requirements of the Parish for FY 2009/10. Given the difficult financial ‘climate’ which prevailed at present, Councillors had endeavoured to keep any increase in precept to the minimum, whilst ensuring that the Parish Council remained able to discharge its responsibilities in an efficient and effective manner. Economies had been sought where possible and to this end, the Chairman said that he was prepared to forego his annual allowance until conditions improved. These measures had resulted in the proposed increase in precept being limited to 1.9% for the coming year. Councillors were asked to carry out a final review of the proposals prior to agreement being reached at the December PC Meeting

b) **S137 Payments**

Councillors approved the payments to Charities and other bodies authorised under Section 137 of the Local Government Act 1972, and listed in Serial 08.11 (9).

c) **Parish Office Working Hours**

The Clerk was contracted by the Parish Council to work 20 hours per week, but the allocation of these hours was not defined. With plans to move the office from the Clerk’s home to ‘dedicated’ premises, it was agreed that formal hours of opening to the public would be needed and that, in the interim, it would be appropriate to set ‘official’ hours of availability. The Clerk had recommended that these should be set at 9.00 am to 1.00 pm, Monday to Friday, inclusive. Evidence of increasing Parish Council workloads was provided by the County Councillor who stated that another Parish in her Division had found it necessary to employ additional administrative support to the Parish Clerk.

The Chairman urged Bisley-with-Lypiatt Parish Councillors to progress more issues in Wards. This would help to reduce the number of additional hours the Clerk is required to work. Councillors agreed to the recommendation that the Clerk should be available to the public between the hours of 9.00 am to 1.00 pm, Monday to Friday inclusive.

**d) Future of Rural Dispensaries**

The Chairman of Oakridge Ward said that there remained some confusion concerning the Government White Paper for Dispensing GPs in England, and its effect on the provision of services from rural pharmacies. This matter had been drawn to attention by the Frithwood Surgery in Bussage and the Parish Council had written to David Drew MP and the Surgery to seek clarification. A reply from David Drew MP had stated that the White Paper reviewing dispensing procedures in England did not present any 'threat' to rural dispensaries and, on the contrary, provided an enhanced role. He also undertook to visit the surgery to discuss the issue. No reply had been received from Frithwood Surgery, which continues to have concerns. It was agreed that the Clerk would write again to the Frithwood Surgery on this issue.

**e) Post Office Card Account**

Councillors were alerted to the potential further threat to the sustainability of Village Post Offices, should the Government award the Card Account facility to another provider. Its retention by the Post Office was widely supported by petitions and a substantial number of MPs. It was thus to be hoped that support for the Post Office Network prevailed.

**f) Revised Code of Conduct for Council Members and Employees**

Councillors were provided with a summary of a proposed Revised Code of Conduct for Council Members and Employees. The full document was available for inspection at the parish Office and councillors were asked to consider the issue and report comments to the December PC Meeting so that a response to the proposals is made by the December 24<sup>th</sup> deadline.

**g) 'Sustainable Communities Act' Presentation**

Parish Councils had received an invitation from David Drew MP to attend a Presentation to discuss the Sustainable Communities Act 2007. Councillors were issued with copies of a 'Guide to the Act' and a consultation period closing on 31 December 2008 would give parishes the opportunity to respond to proposals. It was agreed that a member of the Parish Council would attend the event.

08.11 9 **Finance**

**Receipts October 2008**

Bank Interest	£145.06
Allotment Rent	£189.00

**Total Receipts** **£334.06**

**The following payments were approved by the Parish Council**

	<b>£</b>	<b>VAT</b>	<b>Total</b>
PCC All Saints Bisley – S137	£500.00		£500.00
St Bartholomews Oakridge S137	£900.00		£900.00
County Air Ambulance – S137	£100.00		£100.00
Cotswold Care Hospice – S137	£150.00		£150.00
Stroud Citizens Advice Bureau – S137	£100.00		£100.00
Stroud Victim Support Group – S137	£30.00		£30.00
Stroud WRVS – S137	£50.00		£50.00
Stroud Volunteer Centre –S137	£50.00		£50.00
‘Bisley News’ – S137	£100.00		£100.00
Oakridge ‘What’s On’ – S137	£50.00		£50.00
Eastcombe Newsletter –S137	£100.00		£100.00
Bisley Royal British Legion S137	£50.00		£50.00
Frith Youth Club – S137	£700.00		£700.00
Clerk – Salary Oct 08	£829.65		£829.65
HM Revenue & Customs – Tax/NI	£387.15		£387.15
GAPTC – Councillor Training	£60.00		£60.00
D Holbrow – Maintenance Eastcombe	£207.10	£0.89	£207.99
JNC Fire – Oakridge Pavilion	£37.50	£6.56	£44.06
Vilatus Solutions – Dial-up	£67.44	£11.80	£79.24
SLCC Annual Subscription	£129.00		£129.00
I Trueman – Maintenance (E & B)	£261.00		£261.00
T Bryant – Maintenance Oakridge	85.00		85.00
Methodist Chapel Oakridge	£100.00		£100.00
<b>Totals</b>	<b>£5,043.84</b>	<b>£19.25</b>	<b>£5,063.09</b>

<b>Petty Cash Payments – October 2008</b>	<b>£71.01</b>
<b>Cash Balance as at 31 October 2008</b>	<b>£42,004.38</b>
<b>Bisley Lock-up Balance as at 31 October 2008</b>	<b>£2,131.41</b>
<b>Westbury Gift Balance as at 31 October 2008</b>	<b>£10,000.00</b>
<b>Parish Office Reserve as at 31 October 2008</b>	<b>£17,500.00</b>
<b>Community Tennis Court Fund as at 31 October 2008</b>	<b>£13,000.00</b>

## 08.11 10 **Planning**

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

### **Eastcombe Ward**

**S.08/1991/FUL** – Woodview Cottage, Eastcombe – Demolition of existing conservatory and replacement with new – **No Observations**.

Councillors also discussed how best to deal with the more complicated planning applications, where specialist advice would be of value. It was agreed that in cases where Ward Sub-Committees had difficulty in arriving at a decision and recommendation, the advice of Chairs of the other Ward Sub-Committees should be sought, to ensure that salient factors were considered by a broader panel of expertise and that there was cross-fertilisation of planning experience between the Wards. It had been agreed previously that planning applications which had impact on a parish-wide basis would be brought to a full Parish Council Meeting for decision

## 08.11 11 **Correspondence**

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

Stroud Volunteer & Community Action	Annual Report 2007/08
Project Manager Today	November 2008 Magazine
CPRE	Countryside Voice Autumn 2008
NALC	Annual Report & Accounts 2007/08
GCC	Re-cycling Advisory Pamphlet
CPRE	Newsletter – October 2008

## 08.11 12 **Ward Matters**

### a) **Bisley Ward**

**NOMS** – A meeting had been held with a Supervisor from the National Offenders Management Scheme (NOMS), who had agreed that a number of maintenance tasks in Bisley could be undertaken by working parties in the early months of 2009. Detailed arrangements would be provided by NOMS in due course.

**Calor Gas Village of the Year Award** – Parishioners in Bisley Ward had been canvassed on how they would wish the cash prize awarded to Bisley to be spent. Whilst votes were cast for a number of initiatives, the preferred option was for it to be spent on providing a Community Orchard.

**b) Eastcombe Ward**

Snow Warden Details – The Chair of Eastcombe Ward advised that details and points of contact for Parish Snow Wardens have been placed on the Parish Website.

**c) Oakridge Ward**

Community Planning Grant Scheme – The Chair of Oakridge Ward said that an application should be made through the Village Design Team for a grant under the terms of this Scheme. Application forms were available through the SDC Website.

Grit Bins – The Clerk was asked to find out from Gloucestershire Highways if additional grit bins could be provided,

Rotation of Parish Council Meetings – It was suggested that the Parish Council should hold some of its monthly meetings in Eastcombe and Oakridge. This was warmly supported by Councillors and the Clerk was asked to investigate the availability of Village Halls on the first Wednesday of each month during 2009.

08.11 13 **Date and Place of Next Meeting**

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

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