

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

Present:	Mr P Thorp		Chairman
	Ms L Greene	}	Bisley Ward
	Mr R K Brooks	}	
	Mrs L Petch	}	Eastcombe Ward
	Mrs V Nairn	}	
	Mr P Dawes	}	
	Mr R N Budgeon	}	Oakridge Ward
	Mr N Holliday	}	
	Mr N M MacLeod		Clerk

In Attendance: County Councillor Mrs J Nash

One member of the public was present.

- 08.12 1. **Apologies for Absence**
Apologies for absence were received from Councillors Mr A E Davis, Mr D Hunt, Mrs L Hemming, Mrs C Nash and District Councillor Mrs P Carrick.
- 08.12 2. **Declaration of Interests**
Mr R N Budgeon made a Statement to the Council to clarify his position in providing professional advice relative to the proposed redevelopment of the Bisley Pavilion at the King George V Playing Field and the likely sources of funding.
- 08.12 3. **Public Participation**
Mr R Utley, a resident of Bisley Ward, asked the Chairman to clarify the decision-making structure of the Parish Council in relation to the Parish Office Project. Mr Utley observed that the Minutes of the October 2008 Parish Council Meeting had stated that 'further work by the Parish Office Working Group would await a report from the Finance Working Group before decisions were taken. Mr Utley said that he was not aware that this had occurred before the Parish Council had applied for Planning Permission for the redevelopment of the Bisley Pavilion, to include a Parish Office.

The Chairman advised Mr Utley that subsequent to the October Parish Council Meeting the Finance Working Group had indeed met to consider both the current financial position of the Parish and the

Parish Precept requirements for 2009/2010, together with an assessment of the priority projects which would require funding over the coming years. The acquisition of 'dedicated' Parish Office premises remained a top priority. A meeting of the Parish Office Working Group had also been held at which options had been considered. At this meeting it was agreed that in order for any option which required building work to be included, it was necessary to determine if Planning Permission would be granted. Approval of Planning was also a prerequisite when applying to major grant-making bodies for funding support.

The Chairman assured Mr Utley that the Planning Application in respect of the Bisley Pavilion did not mean that any decision on location had been reached and he reaffirmed the commitment of the Parish Council to seek the most cost-effective, efficient and durable solution to the Parish Office project.

08.12 4. **Minutes of Previous Meeting**

The minutes of the previous meeting held on 5th November 2008 having been circulated to all councillors were approved unanimously and the Chairman signed the Minute Book.

08.12 5. **Matters Arising**

(a) Sustainable Communities Act

The Parish Council stated its support for the Sustainable Communities Act and would consider 'opting-in' to the proposals in due course. It was observed that SDC had yet to commit to the proposals and it was considered important that Higher Authorities did so, in order to assist Parishes. It was agreed that the Parish Council would write to SDC to record support for the Act and to encourage its participation.

(b) Post Office Card Account

The Parish Council recorded its pleasure that there would be no change in the delivery of Post Office Card Account Services to customers.

(c) Swindon/Kemble Railway Line

The meeting was advised that a sum of £1M might be available from the Transport Network Fund and could be applied to upgrading of the railway line between Swindon and Kemble. However councillors were advised that if this money was directed towards railway improvements it would be deducted from the roads budget for the County. The County Council and David Drew MP continued to press for the much-needed improvement to this railway service and that a response to this pressure was awaited.

(d) Parish Office Hours

With reference to the weekday opening hours agreed by the Parish Council at the November Meeting, Councillors considered the

prospect of providing public access to the Parish Office on Saturdays. It was pointed out that this amenity did not occur in other parishes and that it would not be feasible in any case whilst the office remained in the Clerk's home. It was agreed that this issue would be re-visited as and when 'dedicated' office premises were available.

08.12 6. **District Council Matters**

In the absence of District Councillor Mrs P Carrick no District-related issues were discussed.

08.12 7. **County Council Matters**

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

County Council Budget – Notwithstanding the climate of uncertainty, the County Council had to ensure that essential services were maintained. However, Council tax would need to be kept below any 'capping' rate set by Central Government. The Government settlement for Gloucestershire will not be announced before January 2009.

Icelandic Banks – Monies lodged by the County Council with Icelandic Banks remain classed as 'at risk', while efforts continue to recover deposits.

Education – Schools Balances – Excess balances totalling £27.6M continue to be held by Gloucestershire Schools. Concern had been expressed by some schools that insufficient notice had been given of the potential 'claw-back' of unspent funds. This matter had been discussed at a meeting of the Children and Young People Scrutiny Committee and a Report had been compiled in advance of the Lead Member's decision on the issue. In this Parish, Bisley Blue Coat School still had £6K of excess balance.

A46 at Coopers Hill (Painswick to Cheltenham Road) –

Investigation work had been completed to into the hillside damage which was causing the road to 'slip'. The temporary single carriageway restriction in the vicinity of the damage would be removed when some vital 'patching' repairs had been completed. The main work to rectify the problem would cost circa £1M and would probably be undertaken in a year's time. When this is underway, closure of the road will be required.

The Chairman expressed warm appreciation on behalf of all Council Members for the excellent and timely support provided by County Councillor Mrs J Nash throughout the past year.

08.12 8 **Matters for Discussion**

a) **Parish Precept 2009-2010**

Following a further month of consideration, Councillors agreed that the Precept for the Parish for FY 2009/10 should be set at a total of £51,850.00. This total represented an increase of 1.93% over the 2008/09 Precept. Economies had been sought wherever possible, whilst seeking to ensure that the Parish Council remained able to fulfil its remit to parishioners. A 'straw poll' taken by the Clerk indicated that the increase of 1.93% was lower than the provisional figures set by neighbouring parishes.

A Precept of £51,850.00 was proposed by Ms L Greene, seconded by Mr R K Brooks and carried unanimously.

b) **Community Tennis Court**

The Clerk had provided Councillors with a comprehensive brief detailing the costs and contract terms for the installation of a Community Tennis Court, to be sited adjacent to the Recreation Ground at Oakridge. The facility would be open to parishioners throughout the Parish and a draft Membership Agreement had been drawn-up for approval. The final contract cost for the Community Tennis Court was £23,735.64 (Plus VAT) against which the Parish Council had previously agreed to pay a contribution of £2,300.00 from reserve funds. The balance of cost had been met from contributions raised from external grant-making organisations.

The contractor was ready to proceed with the work and Councillors were asked to approve the contract and the transfer of £2,300.00 from reserve funds. Mrs V Nairn proposed acceptance of the contract and the transfer of funds from reserves. The proposal was seconded by Mr R K Brooks and was carried by a majority vote.

c) **Finance Management Sub-Committee – Terms of Reference**

Councillors approved the Terms of Reference drawn up for the Finance Management Sub-Committee of the Parish Council.

d) **Future of Rural Dispensaries**

Councillors considered a letter received from the Frithwood Surgery which seemed to indicate that, despite assurances to the contrary, the changes proposed in the Government White Paper on Pharmacy Services would have adverse implications for the Dispensary at Frithwood. A further letter had been sent to David Drew MP on this matter and the Parish Council agreed to await a response before considering what further action to take.

e) Watercourse Wardens

Councillors considered information received from SDC which sought to promote the establishment of Watercourse Wardens in the Parish. It was agreed that primary responsibility for monitoring watercourses in the Parish lay with 'Riparian Landowners' and that it would be appropriate at this point to publicise responsibilities for watercourse management to landowners. It was agreed that the Parish Office could be used as a point of contact for 'Riparian Landowners' to report problems. It was also agreed that publicity on this matter would be included in the next issue of Parish Magazines/Newsletters.

f) 'Communities in Control' - Revised Code of Conduct for Council Members and Employees

Councillors had reviewed the NALC Legal Briefing pertaining to the proposed Revised Code of Conduct for Local Authority Members and Employees. The general feeling of the meeting was that Councillors, as unpaid volunteers, were not 'employees' of the Parish Council and therefore the majority of the proposals did not apply. The Clerk – in a part-time capacity - was the only individual on the payroll of the Parish Council and thus affected by the proposals, with the suggestion in the paper that Clerks could be required to 'sign-up' to a Code of Conduct as part of their terms and conditions of employment. A response to the Consultation on this issue was required by 24 December 2008 and Councillors who wished to observe on the proposed revision were asked to pass comments to the Clerk by 17th December at the latest.

g) Election of a Trustee to the Charity of the Ancient Parish of Bisley

The Parish Council has traditionally been asked to nominate a Councillor to serve as a Trustee to the Charity of the Ancient Parish of Bisley. This position is currently vacant following the retirement of Mrs J Russell earlier in the year. The Chairman of Eastcombe Ward proposed Mrs L Petch of Eastcombe Ward to fill this position. Mrs Petch has met with the Charity to discuss the role of Trustee and is content to be nominated for the vacancy. The proposal was seconded by the Chairman of Bisley Ward and carried unanimously. The Clerk was asked to write to the Trustees to confirm the appointment of Mrs Petch.

h) Village Design Statement

Draft guidelines of the Village Design Statement had been submitted to SDC and comments and observations had been received. The Design Team would now work through the response from SDC. As a result, further consultation with parishioners would be delayed until early in the New Year. Details would be published on the Parish website in due course.

08.12 9 **Finance**

Receipts November 2008

Bank Interest £164.31

Total Receipts £164.31

The following payments were approved by the Parish Council

	£	VAT	Total
D Elliott – Notice Board – Bisley	136.00		136.00
SDC - Planning Application	335.00		335.00
Cotswold Skip Hire – Eastcombe	115.00		115.00
ST Water – Eastcombe Allotments	21.99		21.99
ST Water – Bisley Allotments	48.41		48.41
ST Water – Oakridge Allotments	13.58		13.58
Chalford PC – Grass Cut – Eastcombe	15.00		15.00
Ancient Charity Bisley – Allotment Rent	50.00		50.00
BT – Parish Office Phone	97.42	16.26	113.68
Clerk – Salary	731.70		731.70
HMRC – Tax/NI	324.67		324.67
Mole’s Services – Allotments O’Ridge	80.00		80.00
Totals	£1,968.77	£16.26	£1,985.03

Petty Cash Payments – November 2008 £93.03

Cash Balance as at 30 November 2008 £37,212.57

Bisley Lock-up Balance as at 30 November £2,135.53

Westbury Gift Balance as at 30 November £10,000.00

Parish Office Reserve as at 30 November 2008 £17,500.00

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

08.12 10 Planning

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

Bisley Ward

S.08/2057/FUL – Penworth, George Street, Bisley – Erection of a detached garage – **Comment only** – We are unable to detect any significant change in this application to the previous rejected application which the Parish Council and adjoining neighbour objected to. Parish Councillor Mrs L Hemming declared an interest as a neighbour and did not take part in the discussion.

S.08/1937/OUT – Stancombe Beech Farm, Bisley – Erection of a farmworkers dwelling – **Support/Comment** – This application fulfils SDC Policies HN10 and HN11: it is essential for the enterprise and its development; it is for a full-time worker; the enterprise has been established for more than 20 years and is successful; there is no alternative accommodation on site and accommodation in the adjoining village/settlements is not affordable for someone on agricultural wages. The proposed dwelling is screened and sited comfortably and discretely within the existing holding; the proposed dwelling is small scale (fulfilling Policy EM6) and the proposal is that it shall be constructed using renewable technologies. The building optimises the sustainable use of a key market garden site in the Parish and offers the opportunity for expansion of business and enhanced employment opportunities. The proposal fulfils SDC Policy TR1 and government objectives in PPG13 by reducing the need to travel. Finally, the proposal fulfils Bisley-with-Lypiatt Parish Council's own Sustainability Policy and emerging views from the Village Design Statement that expresses favourable support for live-work opportunities in the Parish.

S.08/2114/FUL – Land at Kirklands, Calfway Farm, Bisley – Erection of a single-storey dwelling – **Support**.

S.08/1818/FUL – 2 Seymour Cottages, Van Der Breen Street, Bisley – Erection of an extension – **Support/Comment** – We trust the applicant will have regard to Bisley Parish Council's Sustainability Policy and ensure that the extension is built to standards that are environmentally positive.

Eastcombe Ward

S.08/2100/FUL – Covilon Cottage, Eastcombe – Erection of extensions, replacement of roof tiles and replacement of windows – **No Observations**.

Oakridge Ward

S.08/2025/FUL & S.08/2026/LBC – Penn House, Oakridge Lynch – Alterations and extension to garage/store to form guest accommodation ancillary to main dwelling – **Support/Comment** – The proposed design is acceptable but the paint timber boards are highly visible and the choice of a 'Cotswold' colour should be clarified and specified. The new design will be more 'bulky' but as with the existing building,

landscaping and planting should reduce the impression. We should like to confirm the use as ancillary to the main house.

S.08/2095/FUL – Battledown Farm, Waterlane, Oakridge – Erection of extension and alterations to existing farmhouse – **Support/Comment** – We support the application but we would like to comment on the specification of UPVC windows. This does not comply with our Sustainability Policy and therefore we would like to see these replaced with timber.

S.08/2072/FUL – Little Court, Oakridge Lynch – Demolition of existing kitchen extension and erection of a new single-storey extension at rear – **Support/Comment** – We support this application and we consider Option 2 (the pitch roof) to be more in character for the village than Option 1 (the catslide).

S.08/2102/FUL – Lyday House, Peters Cottage and Guiselas Cottage, Oakridge Lynch – Extensions and alterations to three residential properties – **Support/Comment** – The choice of materials and the design is consistent with the village vernacular, the external change is minimal and will enhance the internal space so we support this application. Parish Councillor Mr A E Davis declared an interest as a neighbour and did not take part in the discussion.

S.08/2170/FUL – Methodist Chapel, Oakridge Lynch – Conversion of old Chapel and old Schoolroom to a residential dwelling, including extension and associated landscaping works – **Support/Comment** – We fully support this application to reuse a building that has come to the end of its useful life as a chapel. The conversion is both adventurous and sympathetic and proposes a good reuse of space. We accept the passage of vehicles across the Parish green space in front of the chapel.

08.12 11 Correspondence

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

Gloucestershire Preview'	December 2008 Issue
Gloucestershire Playing Fields Association	Autumn Newsletter
Charities Commission	Autumn Newsletter
Stroud Volunteer Centre	Annual Report
Letters of Appreciation from S137 Recipients	

08.12 12 **Ward Matters**

a) **Bisley Ward**

Water Supply to the Bisley Community Composting Scheme (BCCS) - A request had been received from BCCS to have access to a water supply. The only mains water supply to the site served the Bisley Allotments. The Chairman of Bisley Ward sought the agreement of the Parish Council for a secondary, metered water supply to be provided to BCCS from the main allotments supply. The cost of all water consumed by the Composting Scheme would be paid by BCCS. The Parish Council agreed to the installation of this secondary water supply.

Windyridge Meeting – Councillors were briefed by the Chairman of Bisley Ward on the outcome of a meeting held with the residents of Windyridge. The main issues discussed had included the installation of a bus shelter on the Cheltenham Road, the provision of a recreational area utilizing Section 106 funds received from Westbury Homes and the on-going requirement to provide a safe pedestrian walkway from Windyridge to the centre of the village via the Cheltenham Road.

Councillor Resignation – The Chairman of Bisley Ward announced that Mrs C Nash had tendered her resignation as a Parish Councillor with immediate effect owing to ill-health and that Mrs L Hemming had notified her intention to resign from the Parish Council at the end of January 2009.

08.12 13 **Date and Place of Next Meeting**

The next meeting of the Parish Council will be held at Bisley WI Village Hall on Wednesday 7th January 2009.

There being no further business the meeting closed at 20.35 hours.