

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL HELD ON WEDNESDAY 6 MAY 2009 AT OAKRIDGE VILLAGE HALL**

<b>Present:</b>	Mr A Davis	Vice-Chairman
	Ms L Greene	} Bisley Ward
	Mr P Bradley	
	Mr S Trinder	
	Mr R K Brooks	} Eastcombe Ward
	Mrs L Petch	
	Mrs V Nairn	
	Mr P Dawes	} Oakridge Ward
	Mr R N Budgeon	
	Mr N M MacLeod	Clerk

One members of the public was present.

- 09.5 1. **Apologies for Absence**  
Apologies for absence were received from Councillor Mr P Thorp (Chairman) and Councillors Mr D Hunt and Mr N Holliday.
- 09.5 2. **Public Participation**  
There was no public participation at the Meeting.
- 09.5 3. **Election of Chairman**  
In the absence of the Chairman, the Vice-Chairman Councillor A E Davis – Chairman of Oakridge Ward - presided and announced that the first business of the Meeting was to elect a Chairman for the year ahead. The Vice-Chairman said that written confirmation had been received from Councillor P Thorp of his willingness to continue as Chairman if elected. There were no other nominations and Councillor R K Brooks proposed Councillor P Thorp for re-election as Chairman. This proposal was seconded by Councillor L Greene and carried unanimously.
- 09.5 4. **Election of Vice-Chairman**  
It was the policy of the Parish Council that the position of Vice-Chairman be filled by a Ward Chairman on a rotational basis each year. It was proposed by Councillor L Greene that Councillor R K Brooks - Chairman of Eastcombe Ward - should be appointed as Vice-Chairman. The proposal was seconded by Councillor V

Nairn and carried unanimously. Councillor R K Brooks accepted this appointment and took the Chair.

09.5 5. **Ward Appointments**

The following Ward Appointments were agreed by the Meeting:

**Bisley Ward**

Ms L Greene	Ward Chair Allotments Warden Chair of Ward Planning Sub-Committee
Mr P Thorp	Traffic & Transport
Mr S Trinder	Windyridge Play Area Warden Footpaths and Snickets
Mr P Bradley	Recreation Ground & Play Area Warden Bins Warden
Mr A Dickenson	Snow Warden

**Eastcombe Ward**

Mr R K Brooks	Ward Chair Traffic & Transport Snow Warden
Mr D Hunt	Chair of Ward Planning Sub-Committee
Mrs V Nairn	Recreation Ground Warden
Mrs L Petch	Open Spaces Warden
Mr R Clack	Allotments Warden

**Oakridge Ward**

Mr A E Davis	Ward Chair Allotments Warden
Mr R N Budgeon	Chair of Ward Planning Sub-Committee
Mr P Dawes	Recreation Ground Warden
Mr N Holliday	Traffic & Transport Snow Warden
Mr C Crisp	Tennis Court Warden

Appointments to the following representative positions were also agreed:

John Taylor Foundation	To be advertised
Charity of the Ancient Parish of Bisley	Mrs L Petch
Oakridge Village Hall Trust	Mr A E Davis
Twinning Committee	Mr R K Brooks
Trees	Mr R Mackie
Parish Transport	Mr P Thorp
Neighbourhood Watch	Wards to nominate

- 09.5 6. **Declaration of Interests**  
No declarations of interest were received.
- 09.5 7. **Minutes of Previous Meeting**  
The Minutes of the previous meeting held on 8 April 2009 having been circulated to all councillors were approved and the Vice-Chairman signed the Minute Book.
- 09.5 8. **Matters Arising**  
There were no matters arising from the previous Meeting.
- 09.5 9. **District Council Matters**  
District Councillor Mrs P Carrick reported to the Meeting on the following matters:  
**SDC 'Core Strategy' Consultation** – The Parish Council was urged to respond to the SDC 'Core Strategy' consultation questionnaire which had been sent to all Councils for completion.  
**'Community First Responders'** – The 'Community First Responder' initiative in conjunction with the Ambulance Service aims to recruit volunteers to provide potential life-saving treatment to people in local communities. Volunteers would receive medical equipment and training to enable them to carry out some emergency care, pending arrival of the ambulance and professional medical services. The scheme is open to volunteers over the age of 18 years and previous medical experience is not required.  
District Councillor Carrick was asked to provide more comprehensive details of the scheme which illustrate the number of volunteers required to provide a comprehensive 'first responder' service and the lines of communication necessary to ensure that it would work effectively.  
**Warmth and Well-being** – The SDC scheme to provide 'briquettes' to the homes of the elderly for winter warmth would now be run as a 'Community Projects' instead of under District Council control
- 09.5 10. **County Council Matters**  
County Councillor Mrs J Nash reported to the Meeting on the following matters:  
**New Fire Station** - The new Fire Station at Dursley was opened at the end of April. This Fire Station will serve the communities of Cam and Dursley and the surrounding areas, as well as providing support for the rest of the County. The site accommodates the mass decontamination vehicle, which would be used in events such as a terrorist attack.

Final Regional Spatial Strategy - The latest information from the Government Office South West is that the final RSS report will be issued at the end of June 2009. This follows the assessment of some 35,000 responses to the Draft RSS.

More Energy Saving on Street Lights - Following consultation with the Police regarding safety for pedestrians and motorists, work has begun on 'dimming' 10,000 of the Council's 59,000 high wattage street lights for part of the night to reduce carbon emissions and to save money. This should save £215,000 and cut emissions by 28%.

Modernisation of Facilities for Adults with Learning Difficulties - Progress has been made in the project to provide new 'fit-for-purpose' centres in communities for adults with learning difficulties. Planning approval has been granted for three schemes, one in Coleford and two in Stroud ( Lansdown and Cainscross )

Council 'Purdah' - The official 'Purdah' period began on 23<sup>rd</sup> April and runs till Election Day on 4<sup>th</sup> June. This means that Councillors will no longer be quoted in the Press or be involved in Council publicity. The Media follows its own code, which should involve giving balance and fair publicity to all Political Parties.

Update on Swine Flu - The situation is being monitored by the County Council Head of Emergency Management and contingency plans are in place to make sure that vital services keep running should there be an outbreak of pandemic disease. An awareness campaign will be run, with posters and other information. For more information contact the Health Protection Agency website at [www.hpa.org.uk](http://www.hpa.org.uk) or [www.glospct.nhs.uk](http://www.glospct.nhs.uk)

Primary School Places - County Councillor Nash was asked about the current situation concerning the take-up of places in Primary Schools. Councillor Nash said that there was little difficulty in filling places in rural schools - some of which were oversubscribed. The main problems of surplus places existed in urban areas and this had led some schools to consider ways of 'federating' some resources and facilities, in order to manage their budgets.

School Transport - On the question of the School Bus contract, Councillor Nash confirmed that the new tender had been let to Ebley Coaches, who had experience in providing school transport. It remained to be seen if this resulted in an improved service and the Parish was asked to monitor the service and report any problems.

Children's Safety – Horsley Re-Cycling Centre – Councillor Nash was advised that there had been recent incidents of children running loose in the re-cycling centre, with obvious safety implications. Councillor Nash undertook to inform the relevant authority about this issue and seek a response.

09.5 11. **Matters for Discussion**

**a) Annual Audit of Parish Accounts**

The Clerk informed Councillors that the Annual Accounts and Financial Records of the Parish had been examined and agreed by the Internal Auditor. Income and expenditure totals for the year were significantly higher because of the receipt of grants and costs expended on the Community Tennis Court. Overall, the net capital balance of funds had increased by some £4,000.00, which reflected the gradual accumulation of capital to meet planned future expenditure. Councillors approved the Annual Accounts of the Parish and the supporting financial reconciliations. These would now be passed to the External Auditors in Bath for further examination

**b) SDC 'Core Strategy' Response to Consultation**

Councillors had considered the information contained in the 'Core Strategy Consultation Document which invited comment and 'scoring' of questions posed under five main headings. Additionally, some Councillors had attended a 'Cluster Group' presentation on the issue delivered by SDC. There was considerable discussion about the structure of the document and the answer options given. Some Councillors announced that they had already responded to the consultation as private citizens and it became clear that a 'collective' response which reflected a consensus view would be difficult to achieve. It was agreed that the Parish Council would not provide a 'collective' response and would instead write to SDC explaining the difficulties presented by the document and this process of consultation. The Clerk was asked to prepare a draft letter, accordingly. In the meantime, any further Councillors who wished to respond as private citizens were encouraged to do so.

**c) RoSPA Report on Parish Play Areas**

The Clerk advised that the RoSPA Inspection of Parish Play Areas had been carried out and copies of its Report were issued to the respective Play Area Wardens. Whilst the Report highlighted a number of relatively minor works requiring attention, there were no major issues affecting the overall safety and condition of play equipment. During discussion with the Inspector, he indicated that under revised rules, grass play surfaces had now become more acceptable from a safety aspect and the Clerk was asked to get a clearer definition of the types of equipment to which this revision applied.

**d) Parish Council Response to SDC Planning Proposals**

Proposed changes by SDC to the scheme of delegation for the determination of planning proposals had been circulated to Councillors and response to these changes was invited. There was unanimous agreement amongst Councillors that the proposals represented a further dilution of the important role played by parishes in the decision-making

process. Moreover, it was clear that the proposals arose through pressure placed on SDC to meet Government targets and indicators, thus gaining financial reward through the Planning Delivery Grant Scheme.

Chairs of the Parish Planning Sub-Committees confirmed that the timescales set for the Parish to respond to planning applications were met, with the exception of the occasional more complex application which needed closer scrutiny. In such cases, an agreement to extend the deadline was invariably agreed with SDC. Councillors contended strongly that Parish Councils are best-placed to pass comment and recommendation on applications arising within parishes and that the proposals would result in a 'fast-track' procedure which avoids full District Council participation and removes recourse to the appeals process. Concern was also raised that, where a parish recommendation was based firmly on planning policy, it could be overturned without referral to the SDC Development Control Committee. There seemed to be little point in producing policies which were not adhered to. Overall, it was agreed that the SDC proposals contradicted the professed aim of the Government to devolve greater power to democratically-elected bodies at local level and removed the process whereby every application received a full and fair 'airing', particularly when objections have been raised.

The Clerk was asked to produce a letter to SDC which conveyed the strong objections of the Parish Council to the measures proposed. The Clerk was asked to copy this letter to David Drew MP.

e) **Evans Field, Bisley – Approval of Lease**

The Chair of Bisley Ward briefed the Meeting on the lease of a portion of Evans Field in Bisley for use as a recreation area for children of the village and most particularly those residing in the Windyridge development. The 'Feoffees' Charity – owners of the land – had agreed to the proposal, which would permit the Parish Council to lease part of Evans Field for a period of 6 years at an initial annual rent of £15.00. Under the terms of the lease, Bisley Ward would be required to carry out specified works to clear and enclose the area and to pay a sum of £437.00 for the legal and other costs associated with preparation of the lease. All costs arising would be met from the Westbury Section 106 Grant to the Parish to provide additional recreational facilities in conjunction with the Windyridge development.

Parish Councillors agreed 'in principle' to proceeding with this project, subject to scrutiny of the lease document by Eastcombe and Oakridge Wards.

09.5 12. **Finance**

**Receipts April 2009**

Bank Interest	£4.22
Allotment Rent	£118 00
'Timberline' Refund of Deposit	£575.00
Tennis Court Subscriptions	£495.00
SDC – Half Year's Precept	<u>£26,425.00</u>
<b>Total Receipts</b>	<b><u>£27,617.22</u></b>

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

	<b>£</b>	<b>VAT</b>	<b>Total</b>
N M Newman – Oakridge Pavilion	265.00		265.00
D Richards – Handyman Bisley	168.00		168.00
N Power – Bisley Pavilion	84.46	4.22	88.68
Bisley WI Village Hall Hire	240.00		240.00
Robert Cole – Walls Eastcombe	1,000.00	150.00	1,150.00
Mole's Services – Oakridge Allotments	60.00		60.00
T W Hawkins – Grass Cotting	750.00	112.50	862.50
Five Valleys Signs – Tennis Court	40.00	6.00	46.00
NSALG – Subscription	55.10	8.25	63.35
Eastcombe Pavilion Fund – Cleaning	480.00		480.00
Clerk Salary April 09	736.18		736.18
HMRC – Tax/NI	320.77		320.77
A Bailey & Sons – Tennis Court	1,000.00	150.00	1,150.00
E Pike – Audit Fee	100.00		100.00
Bryant Property Maintenance	475.00		475.00
Acott Mower Services (O)	111.90		111.90
Play Safety Ltd	276.00	41.40	317.40
C Lister – Rotovating services	20.00		20.00
<b>Totals</b>	<b>£6,182.41</b>	<b>£472.17</b>	<b>£6,654.78</b>

**Petty Cash Payments – April 2009** **£83.45**

**Cash Balance as at 30 April 2009** **£36,178.51**

**Bisley Lock-up Balance as at 30 April 2009** **£2,137.15**

**Westbury Gift Balance as at 30 April 2009-** **£10,000.00**

**Parish Office Reserve as at 30 April 2009** **£17,500.00**

**Bisley Pavilion Reserve as at 30 April 2009** **£3,300.00**

09.5 13. **Planning**

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

**Bisley Ward**

**S.09/0631/FUL** – Greystones, Stroud Road, Bisley – erection of rear extension – **No Observations.**

**Eastcombe Ward**

**S.9/0404/FUL** – Woodview, The Green, Eastcombe – Demolition of existing conservatory and erection of new playroom and landscaping - **Comment only** – Please note that the address on the SDC summary of particulars is incorrect. The correct address is 'The Green' as shown on the application.

**S.09/0519/FUL** – Land adjacent to Little Pepworth, Fidges Lane, Eastcombe – Erection of detached carport – **No Observations.**

**Oakridge Ward**

**S.09/0479/FUL** – Crossways, Oakridge Lynch – External alterations – **Support/Comment** – the colour proposed is more a Cotswold colour than the existing grey block.

09.5 14. **Correspondence**

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

Equality & Human Rights Commission	Public Sector Equal Duties Leaflet
Project Manager Today	April 2009 Magazine
Gloucestershire Link Network	Explanatory Leaflet
Cotswold AONB	Rural Skills Courses 2009
GAPTC	Training Courses 2009
GAPTC	'Update' Newsletter May 2009
Gloucestershire Playing Fields Association	Spring 2009 Magazine

09.5 15. **Ward Matters**

a) **Bisley Ward**

Bisley Ward had no matters to raise that were not covered elsewhere in the Meeting.



**b) Eastcombe Ward**

The Clerk was asked to prepare an updated list of Councillors and Appointments for Parish Notice Boards and the Website.

The Clerk was asked to write a letter to the ladies responsible for removing the stray horses from the football pitch in Eastcombe and for keeping them in safe custody until reclaimed by the owner.

**c) Oakridge Ward**

The Clerk was asked to supply an additional copy of the monthly PC Minutes for display in the Village Shop at Oakridge.

The Chair of Oakridge Ward outlined the next phase of improvement work to be carried out in the Pavilion at Oakridge Recreation. The announcement by SDC of the next round of bids for Rural Investment Grants was awaited and Oakridge Ward said that it would be their intention to apply for some funds for the Pavilion project. This was agreed by the Parish Council.

Details were also provided on the opening of the Community Tennis Court for which there were already 40 household memberships – an excellent response after only 2 weeks.

09.5 16. **Date and Place of Next Meeting**

The next Meeting of the Parish Council will be held in Bisley WI Village Hall on Wednesday 3 June 2009 commencing at 7.30 pm.

There being no further business the meeting closed at 2100 hours.