

MINUTES OF THE MEETING OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL HELD ON WEDNESDAY 2 SEPTEMBER 2009 AT BISLEY WI VILLAGE HALL

Present:	Mr P Thorp		Chairman
	Ms L Greene	}	Bisley Ward
	Mr P Bradley	}	
	Mr R K Brooks	}	Eastcombe Ward
	Mr D Hunt	}	
	Mrs L Petch	}	
	Mr P Dawes	}	Oakridge Ward
	Mr R N Budgeon	}	
	Mr N Holliday	}	
	Mr G Newton	}	
	Mr N M MacLeod		Clerk

In attendance: County Councillor Mrs J Nash
District Councillor Mrs P Carrick

One member of the public was present.

- 09.9 1. **Apologies for Absence**
Apologies for absence were received from Councillor Mrs V Nairn and Councillor Mr S Trinder.
- 09.9 2. **Declaration of Interests**
No declarations of interest were received.
- 09.9 3. **Acceptance of Office – Councillor Mr Gareth Newton**
The Chairman and fellow Councillors welcomed Mr Newton and congratulated him on his election as Councillor to the Oakridge Ward of the Parish Council. The Clerk read out the formal Acceptance of Office and Mr Newton signed the Parish Register accordingly. The Chair of Oakridge Ward added that the return to a full complement of Councillors would enable the distribution of duties and responsibilities in the Ward to be discussed and allocated at the next Ward Meeting.
- 09.9 4 **Public Participation**
There was no public participation at the Meeting.

09.9 5. **Minutes of Previous Meeting**

The Minutes of the previous meeting held on 5 August 2009 having been circulated to all councillors were approved and the Chairman signed the Minute Book.

09.9 6. **Matters Arising**

(a) Allocation of Social Rented Tenancies

Following the concerns raised by Councillors about the new 'Gloucestershire Homeseeker' Scheme for the allocation of affordable social rented accommodation in the County, the Clerk held discussions with the Housing Advice Manager at Stroud District Council. The main purpose of the Scheme is to enable homeseekers to have an on-going and active input into the choice and location of homes in which they are interested, rather than the system presently in use whereby the Council simply allocates homes as they become available.

The new Scheme, which will be computer-based, will require homeseekers to input their requirements to the Council Database and thereafter monitor available property against weekly lists produced by the Council and 'bid' against properties which meet their needs.

The Housing Advice Manager assured the Clerk that all currently registered and new homeseekers would be given every assistance to input and update their requirements to the SDC Database and would receive guidance on how to monitor and 'bid' against suitable properties. If homeseekers did not have ready access to the Internet, they would be advised where access was available, including the use of computers at SDC. Lists of available housing would also be publicised at specified locations throughout the District.

Whilst Parish Councillors gained some reassurance from the Clerk's findings, it remained to be seen if the new Scheme produced the benefits anticipated.

(b) Energy/Sustainability – Access to Funding

The Chairman thanked County Councillor Mrs J Nash for writing to other parishes in the area to determine their interest in 'pooling' resources and expertise towards gaining access to the major grants available to improve sustainability within communities. This had generated a positive initial response from some neighbouring parishes and it was hoped that this would increase once parishes had discussed the issue at forthcoming meetings in their parishes. Councillors were advised that a similar initiative had been generated by 6 Parish Councils in Exmoor, whereby they had collectively employed a Project Manager to work on accessing grants. The cost to the parishes involved was £20,000.00, of which half had been recovered from the Sustainable Development Fund.

Councillors were also advised of the 'Green Streets 2' project which would give access to £400K to four communities seeking support for sustainability initiatives. This project was receiving the active support of David Drew MP and whilst the four communities would benefit from their combined action in seeking funds, each would thereafter manage their own individual projects.

Parish Councillors agreed that there was considerable merit in combining with other parishes in seeking major grant funding for sustainability projects and would await the views of neighbouring parishes with keen interest.

09.9 7. **District Council Matters**

District Councillor Mrs P Carrick briefed the Meeting on the following matters:

Warmth and Well-being – The Scheme run by Stroud District had received further acclaim by sharing in a cash award from the NEA. Production of briquettes for distribution to the elderly was well advanced and deliveries would start in October.

Dog Fouling – The incidence of dog fouling in public areas continued to be a problem in the District and a campaign of publicity to highlight the dangers – especially to children - would be mounted through Newsletters. In this Parish, the new Neighbourhood Warden would be asked to focus particular attention on dog fouling issues and it was mentioned that at Oakridge School, an initiative to advise parents of the dangers was already in place. Councillors agreed that every effort must be made to educate negligent dog-owners to use the dog bins provided throughout the Parish.

09.9 8. **County Council Matters**

County Councillor Mrs J Nash reported the following information to the Meeting:

New location for the "Map Room" - The Gloucestershire County Map Room will open on Monday 7th September at Shire Hall Main Reception. The room is available for members of the public and commercial organisations to access definitive maps in order to check the legal status and physical details of specific parts of the Highways and Public Rights of Way Network. Reception staff will direct visitors and there will be clear written instructions explaining how to find information, and a phone contact to Environmental Staff for more detailed enquiries.

Drop-in Centres for People with Learning Disabilities - Two new Drop-in Centres will open soon in Cheltenham and Stroud. The Stroud Centre will open in September, at the Shambles, and Cheltenham Centre soon after. Opening hours will be 10 am to 5 pm, Monday to Friday, with two members of Staff. The Centres will

be open for all with learning disabilities, not just County Council service users. The Centres are for the more able who do not need day care services. There will be a safe environment to find out about activities and services available for them to lead more independent lives, such as volunteering and educational opportunities.

New Fire Stations and Community Life Skills Centre - The final two bidders have been short-listed for this £40 million project to build four new Fire Stations and a Life Skills Centre. The new station at Cheltenham will be at Uckington, retaining the existing Cheltenham station in Keynsham Road. Gloucester stations will be at Cheltenham Road East, Churchdown and Shepherd Road Tuffley, which will include the Life Skills Centre. The Centre will provide practical risk scenarios including road, rail, electrical, fire and water safety as well as dangers in the home such as slips, trips, accidental poisoning and internet safety. It will be used by schoolchildren, community groups and organisations across Gloucestershire.

Voluntary Sector Youth Capital Fund - G.C.C. is investing an extra £500,000 in the Voluntary Sector to undertake capital projects to improve facilities for young people age 13 to 19 (up to 25 for special needs groups) This is to help build, extend or repair buildings. Applications are required by 5th October. More information from Alex Webb 01452 583791 or www.gloshub.org.uk

Gloucestershire First - A new Chairman – John Hazlewood -has been appointed, with two Vice Chairmen - Colin Dennis and Paul James. Funds have been received from the Higher Education Funding Council and the European Social Fund to help fight the effects of the recession. A bid for £750K has been submitted to the Dept of Work and Pensions Future Job Fund, to create employment opportunities through a six-month work placement for unemployed people. More information is available from Gloucestershire First on 01242-864119.

Trading Standards - A sweep of Gloucestershire markets and car boot sales has resulted in the seizure of 200 counterfeit film and music discs. Popular titles as well as sexually explicit films have been seized. Any information concerning counterfeit products should be reported to Trading Standards on 01452-426215 and further details are available on www.tradingstandards.gov.uk/glos.

Winter Weather Preparation - An extra 2,500 tonnes of salt is being delivered to the County to try to prevent the problem of last winter's salt shortage. Stroudwater Depot is at full capacity and salt stocks will be replenished throughout the winter.

09.9 9.

Matters for Discussion

a) Annual Audit of Parish Accounts

The Clerk reported that the Annual Audit of Parish Accounts was now complete and had been signed-off by both the Internal and External Auditors. Attention had been drawn by the External Auditor – Moore Stephens Chartered Accountants – to an incorrect entry by the Internal Auditor of ‘Yes’ in relation to the responsibility of the Parish Council as a Trustee of Trust Funds, whereas the answer should have been ‘No’. This will be brought to the attention of the Internal Auditor. The Clerk said that an ‘Audit Closed’ Notice would now be placed on Parish Notice Boards, in accordance with statutory requirements.

Additionally, it was proposed that Mr Ernest Pike should continue as the Internal Auditor for the Parish and the proposal was agreed unanimously.

b) Parish Precept 2010/2011

The Clerk advised the Meeting that it was timely to commence assessment of the Parish Precept requirement for the FY 2010/2011. Wards were asked to prepare initial proposals before the next PC Meeting on 7 October 2009. These would then be studied at a meeting of the Finance and Management Sub-Committee later in the month and discussed at the PC Meeting on 5 November 2009, prior to submission of the final assessment to District Council in December.

c) Commencement of Neighbourhood Warden Scheme

Councillors were advised that a further meeting had been held with the Neighbourhood Warden – Andy Murray – who would provide a 3-month ‘pilot’ of the Scheme’ in the Parish. The meeting was also attended by a Community Police Officer – Hazel Pearson - with whom the Warden works closely. Initially, the Warden would focus on Bisley Ward and he was given a guided tour of the Village, before commencing his duties.

Mr Murray had submitted an Initial Report to the Council which demonstrated that he had already established positive contacts with parishioners. Councillors felt confident that the introduction of the Neighbourhood Warden Scheme to the Parish would be most beneficial and would be expanded in due course to include Oakridge and Eastcombe.

d) Recruitment of Clerk – Progress Report

Advertisements for the Clerk vacancy had been placed on notice boards and at shops in the Parish. To date, there had been one enquiry from Eastcombe Ward and the interested party had been sent a Job Description and invited to discuss the position with the Clerk in more detail. The Chairman reported that a response was still awaited from the Methodist Church concerning the use of its Meeting room as a Parish Office.

e) Report on Village Design Statement Consultation at Bisley Fete

Councillors were provided with a 'Feedback' Report from the Village Design Statement Team who manned an Information Stall in the Village Hall during the Bisley Fete on 29 August 2009.

The team said that the response from those attending the fete had been most encouraging and members were kept busy throughout the afternoon in discussions and answering questions. Forms were distributed so that the public could input their views and they were also informed that comments could be made via the Parish Website.

From the returns already received it was clear that the preservation of the landscape, buildings, highways, the economy and wild life of the Parish were high on the list of priorities and affordable and appropriate housing to meet the needs of the young and elderly featured on several responses. There were also comments on the need to provide better sports and recreational facilities for youngsters in the Parish. Further consultation with parishioners would be held in Oakridge and Eastcombe and the Village Design Statement Team emphasised the importance of 'feedback' from the public to the production of a document which truly represented the wishes of parishioners.

09.9 10. **Finance**

Receipts August 2009

Bank Interest	£1.98
Allotment Rent	£8.00
Tennis Court Subscriptions	£45.00
Refund of VAT Payments	£3,692.72
Way Leave	£1.00
Oakridge Pavilion Donation	£25.00

Total Receipts **£3,773.70**

The following payments were approved by the Parish Council

	£	VAT	Total
SDC – Election Costs	66.00	9.90	75.90
The Consortium – Printing Ink/Stationery	86.00	12.90	98.90
Lexis Nexis – Local Council Administration Handbook	59.05		59.05
W Pankhurst – Gate Repairs Oakridge	100.00		100.00
Acott Mowers – Repairs to Lawnmower	42.00		42.00
BT – Office Telephone	94.88	13.55	108.43
Moore Stephens – Audit Fee	400.00	60.00	460.00
Furnitubes Ltd – Bench & Bin – Bisley	477.00	71.55	548.55
Clerk – Salary for August	736.18		736.18
HMRC – Tax/NI	320.77		320.77
Bryant Maintenance – Repairs to Gate & Notice Board – Oakridge	200.00		200.00
I S Cowley – Tiling Oakridge Pavilion	374.00		374.00
J Blair – Decoration Oakridge Pavilion	355.00		355.00
Totals	£3,310.88	£167.90	£3,478.78

Petty Cash Payments – August 2009 **£60.65**

Cash Balance as at 31 August 2009 **£15,614.39**

Bisley Lock-up Balance as at 31 August 2009 **£2,137.52**

Westbury Gift Balance as at 31 August 2009- **£10,000.00**

Parish Office Reserve as at 31 August 2009 **£17,000.00**

Bisley Pavilion Reserve as at 31 August 2009 **£5,051.00**

09.9 11. Planning

The following Planning Applications have been received during the past month and the Planning Sub-Committee's response is recorded.

Eastcombe Ward

S.09/1293/HHOLD – Minstead, Brockley Acres, Eastcombe – Erection of extension – **No Observations**.

S.09/1363/HHOLD – Demolition of existing conservatory and erection of an orangery – **No Observations**.

S.09/1366/HHOLD – High View, Dr Crouch's Road, Eastcombe - Erection of extensions and alterations to access – **Comments Only** – Error in Design and Access Statement: The property is within the AONB but is not in the Conservation Area.

Oakridge Ward

S.09/1208/FUL – Hillcroft, Oakridge Lynch – Erection of one dwelling – **Object** – We oppose this application. We considered the pre-appeal application too tall and dominating visually and we would not consider anything that might further exacerbate this opinion. With the garage dropped further down the site this proposal appears to be more visually dominating although the height appears to be the same.

The wooden 'shed-like' cladding on the south-facing wing is not in the same style as the rest of the building – this seems architecturally inconsistent for a new building. We do support moving the garage lower down the site – this removes the need for access and vehicle movements higher on the bank and takes away the vehicle movements from behind the existing dwelling line.

The roof lights on the north-facing roof elevation might cause loss of privacy to this dwelling and the one to the north, unless placed very high near the ridge.

S.09/1367/FUL – Land at Fysie, Oakridge Lynch - Erection of a detached dwelling – **Support/Comment** – We support this application but we think that the hip-roof dormers are not the usual dormer roof construction and we would find the traditional roof shape more architecturally consistent for Oakridge Lynch.

09.9 12. Correspondence

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

Cotswold Conservation Board
Society of Local Council Clerks
CPRE

Annual Review 2008/09
Branch Newsletter – Aug 09
'Fieldwork' Magazine

09.9 13. **Ward Matters**

a) **Bisley Ward**

'Evans' Field –It was with much regret that the Chair of Bisley Ward reported that negotiations to lease a portion of 'Evans Field' had foundered. Acquisition of this land from the 'Feoffees' would have provided much-needed recreational space for the youth of Windyridge and prevented some of the damage occasioned to the smaller green areas in the development and the disturbance to residents, particularly the elderly.

It had been considered that all administrative and legal 'hurdles' between the Ward and the 'Feoffees' had been cleared and Leasing Contracts had been prepared. However, a late and unexpected development relating to an on-going tenancy of 'Evans Field' has prevented the project to create a recreational area from proceeding. The Chair of Bisley Ward said that a letter would be sent to the 'Feoffees' to express dismay at this very late development.

b) **Eastcombe and Oakridge Wards**

Eastcombe and Oakridge Wards had no specific matters to report that were not covered elsewhere in the Meeting.

09.9 14. **Date and Place of Next Meeting**

The next Meeting of the Parish Council will be held in Bisley WI Village Hall on Wednesday 7 October 2009 commencing at 7.30 pm.

There being no further business the meeting closed at 20.40hours.