

**MINUTES OF THE ANNUAL GENERAL MEETING OF BISLEY-WITH-LYPIATT
PARISH COUNCIL HELD ON WEDNESDAY 2JUNE 2010 AT BISLEY WI
VILLAGE HALL**

Present:	Mr P Thorp		Chairman
	Ms L Greene	}	
	Mr P Bradley	}	Bisley Ward
	Mr R Utley	}	
	Mr R K Brooks	}	
	Mrs V Nairn	}	Eastcombe Ward
	Mr J Ellis	}	
	Mr R N Budgeon	}	
	Mr G Newton	}	Oakridge Ward
	Mr D Hunt	}	
	Mr N M MacLeod		Clerk

In attendance: County Councillor Mrs J Nash and District Councillor Mr D le Fleming.

Two members of the public were present.

10.06 1. **Apologies for Absence**

Since all Councillors were present, there were no apologies for absence.

10.06 2. **Election of Chairman**

The present Chairman – Mr P Thorp – indicated his willingness to continue in post, should no other proposals be put forward - no other proposals were tendered. Mr R K Brooks thus proposed that Mr P Thorp should continue in the office of Chairman and this was seconded by Mrs V Nairn. The proposal was carried unanimously and Mr P Thorp took the Chair.

The Chairman thanked Councillors for their vote of confidence and extended a warm welcome to Mr J Ellis and Mr R Utley who had newly joined the Parish Council. The Chairman also gave a warm welcome to District Councillor Mr D le Fleming who had returned to District Council duties on behalf of the Bisley-with-Lypiatt Parish Council after an absence of four years.

10.06 3. **Election of Vice-Chairman**

Following the previously agreed convention that the Vice-Chairman should not be a Councillor from the same Ward as the Chairman, it

was the turn of Oakridge Ward to fill this position. However, Oakridge Ward was at present short of its full complement of Councillors and it was recommended that Mr R K Brooks of Eastcombe Ward be asked to remain as Vice-Chairman for the time being. Mr R K Brooks agreed and following proposal by Mr R N Budgeon, seconded by Mr P Bradley, the continuation in office of Mr R K Brooks was passed unanimously.

10.06 4. **Co-option of a Parish Councillor**

Following the recent Parish Council Elections, Oakridge Ward was returned with only two Councillors from its complement of four. Mr R N Budgeon proposed that Mr D Hunt – formerly a Councillor in Eastcombe Ward – be co-opted as a Councillor to Oakridge Ward. Mr G Newton seconded this proposal and Mr Hunt’s co-option was carried unanimously. The Chairman warmly welcomed Mr Hunt on his return to the Parish Council.

10.06 5. **Ward and Parish Appointments**

The following appointments were agreed by the Parish Council:

Councillor Appointments – Eastcombe Ward

Ward Chairman – Mr R K Brooks

Chair of Planning Sub-Committee – Mr R K Brooks

Traffic & Transport – Mr R K Brooks

Snow Warden – Mr R K Brooks

Recreation Ground Warden – Mrs V Nairn

Open Spaces Warden – Mr J Ellis

Ex Officio Appointments – Eastcombe Ward

Allotments Warden – Mr R Clack

Eastcombe Pavilion Representative – Mr C James

Councillor Appointment – Bisley Ward

Ward Chairman – Mr P Bradley

Ex Officio Parish Appointments

Charities of the Ancient Parish of Bisley – Mrs L Petch

John Taylor Foundation Representative – Mr S Trinder

Parish Twinning Committee – Mr R K Brooks

Tree Warden – Mr R Mackie

The remainder of appointments in Bisley and Oakridge Wards will be submitted to the next PC Meeting on 7 July 2010.

10.06 6. **Declaration of Interests**

No declarations of interest were received.

- 10.06 7. **Public Participation**
There was no participation by the members of the public attending the Meeting.
- 10.06 8. **Minutes of Previous Meeting**
The Minutes of the previous meeting held on Wednesday 5 May 2010 having been circulated to all councillors were approved unanimously and the Chairman signed the Minute Book.
- 10.06 9. **Matters Arising**
There were no matters arising.
- 10.06 10. **District Council Matters**
District Councillor Mr D le Fleming reported to the Meeting on the following issues:
Council AGM on 20 May 2010 - The Annual General Meeting of the District Council took place on 20 May. The main business was the appointment of Councillors to the various committees for the year ahead. District Councillor Le Fleming said that he had been appointed to the Audit Committee and Licensing & Regulation Committee.
Petitions Scheme - The Council has adopted a scheme for responding to petitions by residents in accordance with the statutory scheme. Any petition supported by more than 50 residents requires a formal Council response; petitions signed by 1100 or more petitioners will be considered by the full Council.
Refuse and Recycling - New dates for collections are to be introduced with effect 1 June 2010. It was believed that collection times in Bisley-with-Lypiatt Parish would be unchanged. Ms L Greene of Bisley Ward said that this was not the case for the Catswood area, where the day of collection had been moved from a Friday to a Thursday.
Corporate Delivery Plan - The District Council has a Corporate Delivery Plan 2010-2014. The Plan outlines the priorities for this period:
a) To help local people and businesses recover from the recession and to grow the local economy
b) To provide affordable and decent housing.
c) To help the community minimise its carbon footprint, adapt to climate change and to recycle more and send as little waste to landfill as possible
d) To provide value for money to Council Tax payers and high quality services to customers.

Ms L Greene of Bisley Ward said that the withdrawal of the Rural Investment Scheme by SDC represented a significant loss to

Parishes. In the past, this Scheme had enabled many important projects to progress. District Councillor Le Fleming undertook to investigate this matter. Mr R N Budgeon of Oakridge Ward added that free Health and Safety Training had also been withdrawn and offered to provide facilities at Holbrook Garage so that this important free training could be re-introduced. The introduction of the 'Petition Scheme' was welcomed by Councillors who viewed it as an important 'mechanism' for parishioners to represent views to SDC which were of particular concern to parishioners.

Planning Matters – District Councillor Le Fleming said that he had noted the planning objections in respect of properties at Lyday in Oakridge Lynch and would monitor their progress.

10.06 11. **County Council Matters**

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

General Election – Following the General Election, County Council awaits details of the issues outlined in the Queen's Speech. Shire Hall is already aware that Local Government will be required to contribute to the reduction in Government debt to the tune of £1.165 Billion. The Local Government Department at Whitehall has undertaken to consult with Local Government nationally on where the cuts should fall. On a more positive note, less money will be 'ring-fenced' and this will enable Local Authorities to make decisions based on priorities. Council Tax will be frozen for 2011/2012 and possibly the following year. Strategic Planning Powers will be returned to Local Authorities with the abolition of the Regional Spatial Strategies. 'Green Belt' areas and SSSIs will be maintained, and a new designation will be made, to protect green spaces of particular importance to local communities.

Councils will also be permitted to return to the old 'Committee System' instead of Cabinet rule, should they so wish.

Schools Recycling Project - 33 schools in the County have signed up to the Recycling Pledge Scheme, giving them the chance of winning £1000 for their school.

Night light Project - 59 Parish and Town Councils (including Painswick) have taken part in the project, with another 32 ready to start. The County Council is on target during the first year of the project to save more than £200,000 and cut carbon emissions by 1400 tonnes, (enough to boil 90 million kettles!). High wattage bulbs were dimmed by 35% between midnight and 5.30 am. Each local Council has a bespoke scheme tailored to its own needs.

Parking Blue Badge Fraud – The problem of fraud involving the Parking Blue Badge is being addressed by County Council in close liaison with the Police in a drive to stop this crime.

Health Scrutiny Committee and Hospital Bed Closures - Revised plans have been accepted by the Scrutiny Committee after the NHS arranged an extended programme of engagement with local people and partners. This included putting on hold, the closure of 40 beds for the care of elderly patients at Gloucester Royal Hospital.

Digital drainage map - Work is underway in Gloucestershire on the first ever digital drainage map in Britain. This system will mean that potential problems can be identified and rectified before they cause serious problems. Gullies, catchpits, man-holes and chambers will be identified and recorded. Work has begun on Gloucester City and will extend to Cheltenham, before 'roll-out' to the remainder of the County. The Flood and Water Management Act received Royal Assent in April, thus placing more responsibilities on Local Authorities in England and Wales.

County Council Cabinet Question Time - Members of the Public and County Council Backbenchers can now ask questions of Cabinet Members on the published agenda for Cabinet Meetings. This is in addition to the right to ask questions at Full council Meetings.

10.06 12 **Matters for Discussion**

a) **Recruitment of Parish Clerk**

The Chairman was pleased to report that a new Clerk had been selected to succeed Mr N MacLeod upon his retirement on 30 June 2010. A 'short-list' of 3 high-quality candidates had been interviewed by the Selection Panel and the position of Clerk had been offered to and accepted by Mr Peter Morris from Eastcombe. The Chairman said that he would speak with the unsuccessful candidates and where appropriate, encourage them to consider becoming Parish Councillors in the future.

b) **Approval of Parish Accounts for the Year Ended 31 March 2010**

Councillors were given copies of the Annual Accounts of the Parish for the Year ended 31 March 2010, together with Income and Expenditure and Bank Reconciliation Statements. The Accounts had been examined and agreed by the Internal Auditor prior to passage to the External Auditors in Bath. The Clerk pointed out that whilst both income and expenditure had reduced significantly between the current and previous years, this was due entirely to the elimination of grants received and expenditure incurred on the new Community Tennis Court in Oakridge. Councillors were content that the Parish Funds were soundly based and that scope for increased expenditure on capital projects was gradually improving.

The Accounts for the Year were approved unanimously by the Parish Council.

The Clerk advised that no further action had yet been taken to bring Parish Funds under an 'ethical' umbrella, primarily because the facilities offered by the Co-operative Bank, for example, did not offer the same degree of flexibility and convenience available from the major High Street Banks. This related particularly to the paying-in of cash receipts, which Post Offices – as agents for the Co-operative Bank - were reluctant to accept. Councillors were agreed that they still wished to proceed with 'ethical' banking and asked that the matter be placed on the Agenda for the July PC Meeting.

c) Appointment of New Internal Auditor

The Clerk advised that owing to poor health, the present Internal Auditor – Mr E Pike - had decided to cease audit of the Parish Accounts. It was thus necessary for a new Internal Auditor to be appointed as soon as possible, and Councillors undertook to consider recommendations for this position.

d) Parish Office Update

The Chairman advised the Meeting that a letter had been received from the Methodists indicating the likely closure of the Methodist Church in Bisley in the autumn of this year. It would therefore not be possible to offer any office facilities in the building to the Parish. This unfortunate news leaves the Parish without any suitable alternative options at present and confirms that for the time being, the Parish Office will now move to the home of the new Clerk in Eastcombe.

e) Results of a Speed Survey in Bisley

The Chairman of Bisley Ward provided the Meeting with the results of speed surveys carried out in Bisley during December 2009 and April 2010. The checks – using the 'Archer' System - covered vehicle movements in Cheltenham Road and Stroud Road and the results were alarming, with some vehicles being recorded at speeds in excess of 60mph. The surveys recorded a total of almost 30,000 vehicle movements both in and out of the village and in most instances the average speed of vehicles was 10mph above the designated limits. Overall, the results confirmed the on-going complaints by parishioners about speeding in the village and it was agreed that past responses from the Police to concerns aired by the Parish Council had been wholly inadequate. The Chair of Bisley Ward had arranged to meet with a Police Inspector in Stonehouse for advice on how best to deal with the problem. In the meantime, the portable speed sign part-owned by the Parish would be deployed again in the village and further consultation between the Police, County Highways and the

Parish would be organised to bring the issue into sharper focus, with attendant publicity in the local Press.

10.06 13. **Finance**

Receipts May 2010

Bank Interest	£2.47
Allotment Rents	£35.00
Tennis Court Membership	<u>£435.00</u>
Total Receipts	<u>£472.47</u>

The following payments were approved by the Parish Council

	£	VAT	Total
ST Water – Far Oakridge Allotments	105.25	18.41	123.66
Bisley WI Village Hall Hire	7.00		7.00
Mole’s Services – Bisley Allotments	30.00		30.00
GAPTC – Refund of Postage	2.50		2.50
BT – Office Telephone	117.68	19.02	136.70
Oakridge Village Hall Hire	5.20		5.20
T W Hawkins – Grass Cutting Contract	772.50	135.19	907.69
Adrian Skinner Contracting – Installations in Bisley Ward	426.50	74.64	501.14
Clerk Salary – May 2010	742.97		742.97
HMRC – Tax/NI	325.13		325.13
Severn Trent Water – Bisley Allotments	351.80		351.80
Totals	£2,886.53	£247.26	£3,133.79

Petty Cash Payments – May 2010 **£74.97**

Cash Balance as at 31 May 2010	£36,112.80
Bisley Lock-up Balance as at 31 May 2010	£2,138.32
Westbury Gift Balance as at 31 May 2010-	£10,000.00
Parish Office Reserve as at 31 May 2010	£17,000.00
Bisley Pavilion Reserve as at 31 May 2010	£4,141.38
Capital Projects Reserve as at 31 May 2010	£4,750.00

10.06 14. **Planning**

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

Bisley Ward

S.10/0829/TCA – The Old Vicarage, George Street, Bisley – Maintenance of trees in Conservation Area – **Support**.

S.10/0870/LBC – Eversley, Van Der Breen Street, Bisley – Repair and replace windows – **Support/Comment** – Ensure that timber is obtained from sustainable sources as per Parish Council Sustainability Policy/ Village Design Statement.

Oakridge Ward

S.10/0825/HHOLD – Iles Close, Far Oakridge – New extension and alterations – **Support/Comment** – Apart from a short let, this property has been an empty second home for more than 20 years. It is in poor condition, damp, cold and in need of renovation. We welcome the refurbishment of this dwelling, bringing it back into use as a permanent home. We have no objection to the proposed plans.

10.06 15. **Correspondence**

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

Carers Gloucestershire	'Caring Matters' Magazine
Allotment and Leisure Gardener	2010 Magazine – Issue 2
Gloucestershire Playing Fields Association	Spring 2010 Newsletter
Clerks and Councils Direct	May 2010 Magazine

10.06 16. **Ward Matters**

a) **Bisley Ward**

The Queen's Award for Volunteer Service - Bisley Ward proudly announced that the Bisley Community Composting Scheme was one of 103 UK Volunteering Groups in the UK to win this year's Queen's Award for Voluntary Service – the equivalent of the MBE for volunteer groups. This accolade was a fitting reward to all those who had worked so hard over the past few years to make this Scheme the 'template' for other Towns and Parishes to follow. Councillors offered their warm congratulations to all involved in the Scheme.

b) Eastcombe Ward

'Playbuilder' - Eastcombe Ward advised that good progress was being made on obtaining designs and specifications for the £35,000.00 'Playbuilder' Scheme awarded to the village. It was hoped that work on-site could commence in early autumn, with completion by the end of October.

c) Oakridge Ward

Thefts of Equestrian Equipment – Oakridge Ward advised of recent thefts of equestrian equipment from the Lilyhorn area. A Police special rural watch was in operation to counter the problem, with a 'fast-track' notification system to advise of offences. The Parish Clerk would be included in the distribution of information and Neighbourhood Warden Schemes would be made aware.

10.06 17. **Date and Place of Next Meetings**

The next Meeting of the Parish Council will be held in Bisley WI Village Hall on Wednesday 7 July 2010, commencing at 7.30 pm. Finally, the Chairman announced that this would be the last Meeting attended by the retiring Clerk – Mr Norman MacLeod. Councillors thanked Mr MacLeod for his services over the past 5 years and presented him with a pair of bespoke Wellington boots – a gift recommended by his wife!

There being no further business the Meeting closed at 21.10 hours.