

**MINUTES OF THE MEETING OF BISLEY-WITH-LYPIATT PARISH COUNCIL  
HELD ON WEDNESDAY 5 January 2011 AT BISLEY WI Village Hall**

**Present:**

Mr P Thorp		Chairman
Mr P Bradley	]	
Ms L Greene	]	Bisley Ward
Mr R Utley	]	
Mr R K Brooks	]	
Mrs V Nairn	]	Eastcombe Ward
Mr J Ellis	]	
Ms A Bonallack	]	
Mr R N Budgeon	]	
Mr D Hunt	]	Oakridge Ward
Mr G Newton	]	

**In attendance:**

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

- 11.01 1. **Apologies for Absence**  
Apologies for absence were received from Mr P Morris, Parish Clerk. In his absence Mr R Utley agreed to take the Minutes of the meeting.
- 11.01 2. **Declaration of Interests**  
Mr R Brooks declared an interest in item 11.01 8c, Parish Council Website, and left the room during the discussion of this item.
- 11.01 3. **Public Participation**  
No members of the public were present
- 11.01 4. **Minutes of Previous Meetings**  
The revised Minutes of the meeting held on Wednesday 3 November 2010 having been circulated to all councillors were approved unanimously. The Minutes of the meeting held on Wednesday 1 December 2010 having been circulated to all councillors were approved subject to the following amendments:

Para 10.12 4 to read "It was pointed out that the Minutes of the previous meeting held on Wednesday 3 November 2010 contained a number of errors. It was agreed that these items would be

corrected and the Minutes offered for approval at the January Parish Council meeting.”

Page 66 District Councillor’s Report - Aston Down Planning Application: text to read “I understand the application was refused at the November meeting of the Development Control Committee.”

Page 70 Financial Statement: insert “It was agreed that, from January 2011, the Financial Statement presented to Councillors would include details of budgeted and actual expenditure to date.”

Page 73 renumber para 10.10 13 to 10.12 13.

As the Minute Book was not available, the Chairman will formally sign the November 2010 and December 2010 Minutes at the February 2011 Parish Council meeting.

11.01 5. **Matters Arising**

In the light of the District Councillor’s report to the December meeting of the Parish Council, concern was expressed that, if the joint use agreement in respect of Thomas Keble School were terminated as part of the review of such agreements currently in progress, Bisley with Lypiatt Parish Council would not have the resources to take over financial responsibility for these facilities.

It was agreed that the written reports of the District and County Councillor would be included as annexes to these and future Minutes.

Proposals for a revised Agenda format, designed to make it clearer what was to be discussed and what decisions were required, would be circulated to Councillors after the meeting.

11.01 6. **District Council Matters**

A copy of District Councillor Mr D le Fleming’s report to the meeting is at Annex A to these Minutes.

Mr le Fleming agreed to provide further details on the Stroud Youth Housing Project to the next meeting.

11.01 7. **County Council Matters**

A copy of County Councillor Mrs J Nash’s report to the meeting is at Annex B to these Minutes.

Councillors discussed a number of Highways-related matters with Mrs Nash. She undertook to raise these with the officers concerned and forward their replies.

11.01 8 **Matters for Discussion**

**a) Parish Precept 2011/2012**

It was decided that the recommended Precept for 2011/2012 of £53,750 should be reduced to £53,640 to reflect the fact that fewer households in the Parish would be liable for Council Tax in the coming year.

**b) Bisley Pavilion**

Although planning was still underway for a major upgrade of the Bisley Sports Pavilion, the existing building was now in a very poor state and it was necessary to carry out a minimum level of maintenance to prevent further weather-related deterioration. There was a requirement to refurbish the roof eaves, replace missing tiles and renew the rainwater guttering and downpipes. It was decided that this work should be carried out, with the first £500 of the cost to come from the existing Pavilion Maintenance budget and the remaining amount to be borne by the Pavilion Reserve. It was further decided to authorise a Tender Board made up of the Bisley Ward Councillors to accept tenders and let a contract for this work up to a maximum sum of £3,000.

**c) Parish Council Website**

It was decided that the sum of £500 would be paid to Mr R K Brooks to carry out structural improvements to the website, thereby improving access to the website content. Once this work was complete, councillors would seek feedback from users on the appearance and content of the site.

**d) Cotswold AONB Tourism Consultation**

Ms L Greene briefed councillors on the comments she had made on the draft Cotswolds AONB Sustainable Tourism Strategy.

**e) 10:10 Status**

In December 2010 Gloucestershire had become the first County to achieve 10:10 status by committing to encourage all individuals, businesses, schools and families in the county to cut their carbon output by 10% over a one-year period. At the inaugural 10:10 Awards ceremony Bisley Community won the Green Community Award. The Green Shop, Bisley Community Composting Scheme and Thomas Keble School were all finalists in their respective categories. As a contribution to 10:10, councillors discussed the

possibility of involving all the schools in the Parish in a project to generate renewable electricity from photovoltaic panels mounted on school roofs. Ms Bonallack agreed to take this work forward.

**f) Resilience**

As part of Parish Resilience planning, the Chairman had circulated an outline Community Emergency Plan for the Parish. It was decided that a sub-group consisting of Mr Thorp, Mr Newton, Mr Ellis and Mr Utley would work on the detail of the Emergency Plan. Meanwhile, work on a longer-term Resilience Strategy would be undertaken by a sub-group consisting of Ms Greene, Mr Hunt , Mr Budgeon and Anna Bonallack.

**Financial Statement**

Details of budgeted and actual expenditure to date are at Annex C to these Minutes.

**Receipts December 2010**

Bank Interest	£3.06
<b>Total Receipts</b>	<b><u>£3.06</u></b>

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

	<b>£</b>	<b>VAT</b>	<b>Total</b>
Mole's Services – Burial Grounds	300.00	52.50	352.50
The Consortium	59.29	10.38	69.67
Martin Ryder – QS Bisley Pavilion	125.00	21.88	146.88
V Martin – Youth exercise classes Bisley	400.00		400.00
Clerk Salary – December 2010	852.77		852.77
HMRC – Tax/NI	215.33		215.33
<b>Totals</b>	<b>£1,952.39</b>	<b>£84.76</b>	<b>£2,037.15</b>

<b>Petty Cash Payments – December 2010</b>	<b>£50.90</b>
<b>Cash Balance as at 31 December 2010</b>	<b>£33,903.48</b>
<b>Bisley Lock-up Balance as at 31 December 2010</b>	<b>£2,138.85</b>
<b>Westbury Gift Balance as at 31 December 2010</b>	<b>£10,000.00</b>
<b>Parish Office Reserve as at 31 December 2010</b>	<b>£17,000.00</b>
<b>Bisley Pavilion Reserve as at 31 December 2010</b>	<b>£4,141.38</b>
<b>Capital Projects Reserve as at 31 December 2010</b>	<b>£6,250.00</b>

11.01 10     **Planning**

**Oakridge Ward**

**S10/0793/FUL** – Springbank House Tunley, GL7 6LP

In view of comments that the buildings being constructed on the site did not appear to correspond to the plans as approved by Stroud District Council, District Councillor Mr D le Fleming undertook to ask the Planning Enforcement Officer to consider the matter.

11.01 11     **Correspondence**

The MP for Stroud, Mr Neil Carmichael, had asked to receive copies of the Parish Council Agenda and Minutes.

11.01 12     **Ward Matters**

There were no Ward matters to report that were not covered elsewhere in the meeting.

11.01 13     **Date and Place of Next Meeting**

The next Meeting of the Parish Council will be held in **Bisley WI Village Hall** on Wednesday 2<sup>nd</sup> February 2011, commencing at 7.30 pm.

There being no further business the Meeting closed at 21.00 hours.

**ANNEX A TO**  
**PARISH COUNCIL MINUTES**  
**JANUARY 2011**

**District Councillor's Report to Parish Council Jan 011**

**Sheltered Housing**

At the Council meeting on 15 December a new scheme for management of the Council's Sheltered Housing Schemes was adopted. This will mean that some managers have to cover two sites, but will also have the capacity to help vulnerable older members of the community outside the sheltered sites.

**New Youth Housing Project in Stroud**

A new youth housing centre, Season House, has been opened in Summer Street Stroud for young homeless people under joint arrangements between SDC and the County Council. This will provide housing and support services for those who need it for up to six months.

**Liquor Licensing**

The Council's licensing policy has recently been reviewed and the updated document is due to come into force shortly.

**Taxi and Private Hire policies and conditions**

Consultation on the revised policies and conditions has recently been completed and the new documents will shortly be presented to Council for adoption.

**Sex Establishments Policy**

Consultation is currently taking place on a Licensing Policy to cover any of these establishments which may be proposed for Stroud district.

Daniel le Fleming  
3 Jan 011

**ANNEX B TO**  
**PARISH COUNCIL MINUTES**  
**JANUARY 2011**

January 2011     County Councillor's Report

Happy New Year to all Parish Councillors and Parish Clerks.

In the last month most of my time has been taken up with dealing with weather related enquiries (and trying to get out of snowbound Holcombe, on foot, to the main road). As we are all aware the County Highways staff have had to concentrate their time and efforts on keeping the main roads clear enough to be passable with care.

There is still some confusion about grit bins, as I reported to Parishes in November, grit bins are not provided by County Highways. Parishes must purchase their own bins and agree with County about positioning them, so that filling can be undertaken. Highways cannot take on an unlimited number of grit bins as the process of refilling has to be considered. Unfortunately there are still many locations where the grit is being used inappropriately, by residents for their own drives and being spread far too thickly on small areas of road.

New Senior Management Structure. Cabinet have approved a new structure at the top of the County Council as part of £5 million management savings. The main Budget Meeting will take place in February, the effect of this will begin in the new financial year, from April. We have heard about cuts, we have talked about cuts, and I fear that we are about to feel the effect in the communities. The County will endeavour to keep main services running, but there will be no extra funds for non-essential services .

I hope that alternative ways will be considered by Parishes to look after our villages and residents. The rural communities in this Division have always been aware of "self help" schemes and each Parish has used its precept in different ways to suit the needs of that particular community. I am confident that Parish Councils will continue to provide the best possible for the villages they know so well.

In conclusion, Good News for Gloucestershire, The Tri-Service Station, for fire Police and Ambulance calls will remain in place in Gloucester. At last the decision has been made to withdraw the scheme to move the fire control to Taunton for the whole South West Region.

Joan I Nash             Holcombe Farm, Painswick 813104

**ANNEX C TO  
PARISH COUNCIL MINUTES  
JANUARY 2011**

Item	Budget £	Bisley Ward Income and Expenditure – 2010/2011												Balance
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
1. Pavilion	£1,750.00	£20.75	£111.89			£106.94		£140.00		£312.21	£525.00			£533.21
2. Playing Fields	£1,000.00				£92.00	£650.00		£15.64	£47.44	£20.00				£174.92
3. Handyman Services	£2,500.00			£426.50	£324.00	£761.00		£192.00						£796.50
5. Allotments	£500.00	£80.85	£105.00	£80.00		£204.50			£157.10					-£127.45
6. Youth Activities	£1,000.00													£1,000.00
7. Miscellaneous/Contingencies	£750.00	£14.00		£278.80			£47.00	£99.24	£211.83					£99.13
<b>9. Precept Total/Balance Left</b>	<b>£7,500.00</b>													<b>£2,476.31</b>
<b>Total monthly spend</b>		<b>£115.60</b>	<b>£216.89</b>	<b>£785.30</b>	<b>£416.00</b>	<b>£1,722.44</b>	<b>£47.00</b>	<b>£446.88</b>	<b>£416.37</b>	<b>£332.21</b>	<b>£525.00</b>			
<b>Running Total</b>		<b>£115.60</b>	<b>£332.49</b>	<b>£1,117.79</b>	<b>£1,533.79</b>	<b>£3,256.23</b>	<b>£3,303.23</b>	<b>£3,750.11</b>	<b>£4,166.48</b>	<b>£4,498.69</b>	<b>£5,023.69</b>			
<b>Balance of Precept Left</b>		<b>£7,384.40</b>	<b>£7,167.51</b>	<b>£6,382.21</b>	<b>£5,966.21</b>	<b>£4,243.77</b>	<b>£4,196.77</b>	<b>£3,749.89</b>	<b>£3,333.52</b>	<b>£3,001.31</b>	<b>£2,476.31</b>			
<b>Receipts:</b>		£200.00	£35.00	£60.00	£40.00	£15.00	£20.00	£25.00	£100.00	£100.00				
<b>Running Total</b>		<b>£200.00</b>	<b>£235.00</b>	<b>£295.00</b>	<b>£335.00</b>	<b>£350.00</b>	<b>£370.00</b>	<b>£395.00</b>	<b>£495.00</b>	<b>£595.00</b>				

Item	Budget £	Eastcombe Ward Income and Expenditure – 2010/2011												Balance
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
1. Wall Maintenance	£1,000.00									£95.00				£905.00
3. Playground Inspection/ Maint	£400.00				£92.00			£14.30						£293.70
4. Water (Allotments)	£70.00				£31.59				£163.30					£124.89
5. Grass Tree & Path Maintenance	£1,750.00				£201.00	£166.80		£120.00	£83.00					£1,179.20
9. Pavilion Cleaning	£480.00									£480.00				£0.00
10. Pavilion Insurance	£700.00			£745.79										-£45.79
11. Contingencies	£888.81					£142.50	£47.00		£296.80					£402.51
<b>12. Precept Total/Balance Left</b>	<b>£5,288.81</b>													<b>£2,609.73</b>
<b>Total monthly spend</b>		<b>£0.00</b>	<b>£0.00</b>	<b>£745.79</b>	<b>£324.59</b>	<b>£309.30</b>	<b>£356.30</b>	<b>£134.30</b>	<b>£543.10</b>	<b>£575.00</b>				
<b>Running Total</b>		<b>£0.00</b>	<b>£0.00</b>	<b>£745.79</b>	<b>£1,070.38</b>	<b>£1,379.68</b>	<b>£1,426.68</b>	<b>£1,560.98</b>	<b>£2,104.08</b>	<b>£2,679.08</b>				
<b>Balance of Precept Left</b>		<b>£5,288.81</b>	<b>£5,288.81</b>	<b>£4,543.02</b>	<b>£4,218.43</b>	<b>£3,909.13</b>	<b>£3,862.13</b>	<b>£3,727.83</b>	<b>£3,184.73</b>	<b>£2,609.73</b>				
<b>Receipts:</b>		£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£251.00	£0.00					
<b>Running Total</b>		<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£251.00</b>	<b>£251.00</b>					



Item	Budget £	Oakridge Ward Income and Expenditure 2010/2011											Balance	
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb		Mar
1. Burial Ground Maintenance	£650.00					£300.00								£350.00
2. Grass Cutting	£500.00	£50.00	£200.00				£15.00							£235.00
3. Allotments	£220.00	£80.00	£60.00		£61.86		£15.00							£3.14
4. Footpath Maintenance	£160.00													£160.00
5. Mower Maintenance	£275.00						£175.16							£99.84
6. Pavilion Refurbishment	£4,500.00				£40.00				£85.00					£4,375.00
7. Tree Maintenance	£160.00													£160.00
8. Play Safety Surface	£1,000.00													£1,000.00
9. Bus Shelter Maintenance	£60.00													£60.00
10. Playground Inspection Fee	£130.00				£92.00									£38.00
11. General Maintenance	£300.00						£115.00		£22.75					£162.25
12. Contingency	£1,215.09		£7.70	£245.20		£142.50	£40.00	£275.10	£69.32					£435.27
<b>Precept Total/Balance Left</b>	<b>£9,170.09</b>													<b>£7,078.50</b>
<b>Total Monthly Spend</b>		<b>£130.00</b>	<b>£267.70</b>	<b>£245.20</b>	<b>£193.86</b>	<b>£442.50</b>	<b>£360.16</b>	<b>£275.10</b>	<b>£177.07</b>	<b>£0.00</b>				
<b>Running Total</b>		<b>£130.00</b>	<b>£397.70</b>	<b>£642.90</b>	<b>£836.76</b>	<b>£1,279.26</b>	<b>£1,639.42</b>	<b>£1,914.52</b>	<b>£2,091.59</b>	<b>£2,091.59</b>				
<b>Balance of Precept Left</b>		<b>£9,040.09</b>	<b>£8,772.39</b>	<b>£8,527.19</b>	<b>£8,333.33</b>	<b>£7,890.83</b>	<b>£7,530.67</b>	<b>£7,255.57</b>	<b>£7,078.50</b>	<b>£7,078.50</b>				
<b>Receipts:</b>		£0.00	£0.00	£289.00	£65.00	£103.00	£110.00	£6.00	£0.00					
<b>Running Total</b>		<b>£0.00</b>	<b>£0.00</b>	<b>£289.00</b>	<b>£319.00</b>	<b>£422.00</b>	<b>£532.00</b>	<b>£538.00</b>	<b>£538.00</b>					

Administration Precept – Income and Expenditure – 2010/2011														
Item	Budget £	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Balance
Salary/ NI /Tax	£13,000.00		£1,068.10	£1,068.10	£1,068.10	£1,068.10	£1,068.10	£1,068.91	£1,068.91	£1,068.91				£4,452.77
Petty Cash	£800.00	£83.90	£91.51	£81.06	£60.66	£74.85	£61.60	£87.87	£73.82	£50.90				£133.83
Telephone Bill	£450.00			£117.68	£10.20	£219.34	£96.43		£45.00	£78.39				-£117.04
Training	£450.00			£240.00		£50.00		£40.00	£105.00					£15.00
Insurance	£2,400.00													£2,400.00
Web Expenses	£100.00								£67.44					£32.56
Ref Books/Maps/etc	£50.00			£2.50	£54.75									-£7.25
Subscriptions	£600.00		£478.12		£32.00			£50.00		£25.00				£14.88
Donations S137	£3,500.00									£3,125.00				£375.00
Hire of Hall	£350.00		£240.00											£110.00
Audit Fee	£550.00					£120.00		£400.00						£30.00
Grass Cutting	£4,800.00		£772.50	£772.50	£772.50	£1,545.00		£772.50						£165.00
Lap-top Computer	£100.00					£516.73		£87.50						-£504.23
Stationery	£350.00	£10.93			£70.51			£7.70	£9.05					£251.81
Parish Plan/VDS	£500.00													£500.00
Elections	£2,000.00													£2,000.00
Project Reserve	£3,000.00					£661.77	£464.96	£636.00						£1,237.27
Neighbourhood Warden	£300.00		£300.00											£0.00
<b>Precept Total/Balance</b>	<b>£33,300.00</b>													<b>£11,089.60</b>
<b>Total monthly spend</b>		<b>£94.83</b>	<b>£2,950.23</b>	<b>£2,281.84</b>	<b>£2,068.72</b>	<b>£4,255.79</b>	<b>£1,691.09</b>	<b>£3,150.48</b>	<b>£1,369.22</b>	<b>£4,348.20</b>				
<b>Running Total</b>		<b>£94.83</b>	<b>£3,045.06</b>	<b>£5,326.90</b>	<b>£7,395.62</b>	<b>£11,651.41</b>	<b>£13,342.50</b>	<b>£16,492.98</b>	<b>£17,862.20</b>	<b>£22,210.40</b>				
<b>Balance of Precept Left</b>		<b>£33,205.17</b>	<b>£30,254.94</b>	<b>£27,973.10</b>	<b>£25,904.38</b>	<b>£21,648.59</b>	<b>£19,957.50</b>	<b>£16,807.02</b>	<b>£15,437.80</b>	<b>£11,089.60</b>				
<b>Receipts:</b>		<b>£2.06</b>	<b>£2.47</b>	<b>£3.91</b>	<b>£2.78</b>	<b>£2.61</b>	<b>£17.38</b>	<b>£2.86</b>	<b>£3.10</b>	<b>£3.06</b>				
<b>Running Total</b>		<b>£2.06</b>	<b>£4.53</b>	<b>£8.44</b>	<b>£11.22</b>	<b>£13.83</b>	<b>£31.21</b>	<b>£34.07</b>	<b>£37.17</b>	<b>£40.23</b>				