

**MINUTES OF THE MEETING OF THE BISLEY-WITH-LYPIATT PARISH
COUNCIL HELD ON WEDNESDAY 1 MAY 2013 AT BISLEY WI VILLAGE
HALL**

Present:	Mr R Utley		Chairman
	Lesley Greene	}	Bisley Ward
	Mr P Thorp	}	
	Mr R K Brooks	}	
	Mrs V Nairn	}	Eastcombe Ward
	Mr J Ellis	}	
	Mr R N Budgeon	}	
	Mr M Bell	}	Oakridge Ward
	Mr G Newton	}	
	Mr P M Morris		Clerk

13. 5 1. **Apologies for Absence**

Apologies for absence were received from Jane Walker.

13. 5 2. **Election of Chairman & Deputy Chairman**

Chairman explained that it was his responsibility as outgoing Chairman to open the Annual General Meeting and conduct the election of Chairman and Deputy Chairman.

R Utley was unanimously re-elected as Chairman and R Brooks was unanimously re-elected as Deputy Chairman.

13. 5 3. **Planning Procedures – Presentation by Kim Bedford**

In response to an invitation by the Clerk, Kim Bedford, Chief Officer for the Gloucestershire Association of Parish & Town Councils gave a presentation regarding Planning Procedures and indicated some shortfalls in the current method being operated by the Parish Council.

13. 5 4. **Public Participation**

Seven members of the public were present.

13. 5 5. **Ward and Parish Appointments**

The following appointments were agreed by the Parish Council.

Councillor Appointments – Eastcombe Ward

R Brooks: Ward Chairman, Planning Sub-Committee Chairman, Roads and Transport, Snow Warden

Mrs Val Nairn – Recreation Ground Warden

Mr John Ellis – Trees, Paths, Open Spaces & Grass Cutting

Ex Officio Appointments

Mr Rex Clack – Allotments

Mr C James – Pavilion Representative

Councillor Appointments – Bisley Ward

Mr Peter Thorp - Ward Chair, Pavilion Bookings, Resilience & Footpaths

Mr Roger Utley – Highways, Pavilion Maintenance

Lesley Greene – Planning & Allotments

Jane Walker – Play Areas & Community Engagement

Ex-Officio Appointments

Mr Norman MacLeod - Snow Warden

Councillor Appointments - Oakridge Ward

Mr Roger Budgeon - Ward Chair & Planning

Mr Gareth Newton - Finance – Management of Ward Handyman & Allotments

Mr Mike Bell – Burial Ground & Snow Warden

Ex – Officio Appointments

Phil Dawes – Playing Field & Trim Trail

Charley Crisp – Tennis Court

Juliet Alexander – Footpaths (Tunley, & Canal Paths)

Nick Holliday – Footpaths – Waterlane & Bournes Green

Parish Appointments

Tree Wardens – Stephanie Foley & Helen Watkinson

Oakridge Village Hall Trustee – Mr Mike Bell

Bisley WI Village Hall Trustee – Jane Walker

15. 5 6. **Declaration of Interests**

There were no declarations of interests.

13. 5 7. **Approval of the Minutes of the Meeting held on 3 April 2013**

The Minutes of the previous meeting held on Wednesday 3 April 2013 having been circulated to all councillors were approved unanimously and the Chairman signed the Minute Book.

13. 5 8. **Matters Arising from Minutes of the Previous Meeting**
There were no matters arising from the Minutes

15. 5 9 **Matters for Discussion**

a) Planning Procedures

Following the presentation by Kim Bedford, it was unanimously agreed to re-write the current Planning Procedures. Chairman to prepare a draft and seek GAPTC comments before submitting to Council for approval

b) Council response to S.13/01666/OUT

Planning Sub-Committee Chairmen had inadvertently submitted a response to Planning Application S.13/01666/OUT that had not been agreed by the Parish Council, as required by Standing Orders. The text of the response was retrospectively approved by the Council.

c) Consultation on Future Planning Policies

It was agreed that the Parish Council would formally object to the proposed extension to the Settlement Boundary of Bisley Village on the grounds that, contrary to statements made in local communities over the proposed settlement boundary extensions, no such consultation had taken place in Bisley. Furthermore, the access to the area of the proposed Settlement Boundary extension was via a narrow road that could not take additional traffic.

d) Precept Referendum Bill

It was agreed to take no action as as the Bill had run out of Parliamentary time.

e) Complaint against Parish Councillor

The Clerk confirmed that he had received a complaint regarding a Parish Councillor and had forwarded this to the Monitoring Officer at SDC as required by the regulations.

f) S106 Application (Eastcombe)

The Clerk reported that the application for funds under S106 regulations for funds to be made available to resurface the access road to the Scout & Guide Hall in Eastcombe had been approved by SDC.

g) Churchyard Maintenance

It was agreed that "The Parish Clerk, in consultation with the Parish Council Chairman (or in his absence the Deputy Chairman), may authorize expenditure of up to £500 on routine or emergency work required as part of the maintenance of the closed churchyards. Expenditure above this sum, or expenditure on work that is neither routine nor emergency, must be authorized in advance by the Parish Council." This delegation would be reviewed after six months.

h) Annual Parish Meeting

Councillors who had attended the Annual Parish Meeting agreed that it had been successful and should continue in its current format.

i) Parish Councils Meeting with Police & Crime

Commissioner 11 April 2013

Chairman gave a brief report on meeting and suggested that other Councillors should attend if given the opportunity.

13.5 10. Finance

The following payments were approved by the Parish Council

Cost code		£	VAT	Total
4230	C L Bridges – Bisley Store	250.00		250.00
4000	Clerk's Salary – April 2013	832.91		832.91
4000	HMRC – Tax & NI	217.67		217.67
4021	Bisley WI Village Hall – Hire of Hall	240.00		240.00
4200	Severn Trent Water – Bisley Pavilion	90.72		90.72
4223	L Greene – Keys for Bisley Allotments	12.00		12.00
4315	Severn Trent Water – Eastcombe Allotments	15.18		15.18
4200	Severn Trent Water – Oakridge Pavilion	43.73		43.73
4050	T W Hawkins – Grass Cutting	772.80	154.56	927.36
4009	GPFA – Councillor Training	20.00		20.00
4055	S Foley – RFS membership fee.	57.00		57.00
4040	National Allotment Society – Annual Fee	55.00	11.00	66.00
4221	I Trueman – Grass Cutting Bisley Allotments	130.00		130.00
4410	Severn Trent Water – Oakridge Allotments	27.54		27.54
4020	BT – Telephone	33.92	6.79	40.71
	Totals	2,798.47	172.35	2,970.82

13.5 11. Planning

Planning Applications – May 2013

Bisley

S.13/0307/HHOLD - Shermershill, Calfway Lane, Bisley, Stroud - Conversion of ground floor garage/workshop/wine store into kitchen - **Support**

Reasons / Comments: Respecting the Parish's policy on sustainability we expect the conversion to fulfil the highest energy efficient standards

13. 5 12 **Correspondence**

The following items of correspondence had been received since the last Parish Council Meeting.

Cotswold Lion Newsletter
Clerks & Councils Direct
Letter from editor of Bisley News

12. 5 13 **Ward Matters**

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

13. 5 14 **Date and Place of Next Meeting**

The next Meeting of the Parish Council will be held in Bisley WI Village Hall on Wednesday **5th June 2012** commencing at 7.30pm.

There being no further business the meeting closed at 9.00pm.