

**MINUTES OF THE MEETING OF THE BISLEY-WITH-LYPIATT PARISH
COUNCIL HELD ON WEDNESDAY 3 FEBRUARY 2016 AT BISLEY WI
VILLAGE HALL**

Present	Mr Roger Utley	Chairman
	Shelagh Utley	} Bisley Ward
	Jane Walker	
	Mr R K Brooks	} Eastcombe Ward
	Peter Nairn	
	Rachel Wright	
	Roger Budgeon	} Oakridge Ward
	Mike Bell	
	Dennis Robbins	
	Mr P M Morris	Clerk

In Attendance: **Tim Williams** Stroud District Councillor

- 16.02 1. **Apologies for Absence**
Apologies for absence were received from John Mulligan.
- 16.02 2. **Declaration of Interests**
There were no declarations of interest.
- 16.02 3. **Public Participation**
Four members of the public were in attendance.
- Mr Keith Watson, Parish Council representative to the John Taylor Foundation presented a copy of the Minutes of the Trust's January meeting and asked Councillors to publicise the availability of grants from the Foundation for local students.
- Q.** Can you explain the approximately £700 allocated to the Tennis Court in the Parish Council Finances?
A. This is Annual membership fees.
- 16.02 4. **Approval of the Minutes of the Meeting held on Wednesday 13 January 2016**
The Minutes of the previous meeting held on Wednesday 13 January 2016 having been circulated to all councillors were approved unanimously following an amendment to **16.01 3.**

changing the title of the property referred to as Woodside to Summerfield. The Chairman signed the Minute Book.

16. 02 5. **Matters arising from the Minutes of Previous Meetings**

There were no matters arising from the previous Minutes.

16. 02 6. **Agree Parish Council response to the following Planning Applications**

a) S.16/0099/HHOLD

Property Address: Cornerstones, Stroud Road, Bisley, Stroud.

Description: Demolition of single storey lean-to and construction of new two storey extension.

Decision: 1 **No observations**

b) S.16/0072/HHOLD

Property Address: Spring Cottage Far Oakridge, Stroud, Gloucestershire, GL6 7PF

Description: Demolition of existing single storey side extension. Construction of new partially two storey side extension

Decision: 3 **Support**

Reasons / Comments: This cottage is in much need of sensitive refurbishment, so we support this application.

c) S.16/0115/HHOLD

Property Address: Lillyhorn Cottage Bourne's Green, Stroud, Gloucestershire, GL6 7NN

Description: First floor extension to existing detached garage to create living accommodation over (for occupation solely in association with Lillyhorn Cottage).

Decision: 3 **Support**

Reasons / Comments: We support this application.

d) S.16/0149/FUL

Property Address: Kenelm Oakridge Lynch, Stroud, Gloucestershire, GL6 7NU

Description: Change of use and extension to existing stable to domestic dwelling

Decision: 3 **Support**

16. 02 7. **County Council Matters - (Councillor Jason Bullingham)**

Councillor Bullingham was not present, no report received.

16. 02 8. **District Council Matters – (Councillor Tim Williams)**
Councillor Tim Williams's report to the meeting is at Annex A to these Minutes.

16. 02 9. **Matters for Discussion**

a) Grass Cutting

Councillors agreed to award the contract to RH Attwood Ground Maintenance Ltd for a three year period with no increase in cost over the period.

b) Oakridge Burial Ground

Agreed as follows:

- Reservation Fee of £50 per plot to be charged with immediate effect. The life of the reservation to be 25 years. Fee to be reviewed every 5 years.
- Interment Fee to remain at £100 for the next 5 years and reviewed thereafter. (Note that the Reservation Fee is in addition to the Interment Fee).
- A maximum of 3 Memorial Trees to be allowed on the northern perimeter of the Burial Ground. These to be mature oaks of different varieties to be staked, protected from deer and rabbits and be kept weed-free for a period of 5 years. Any plaque erected to be no more than 15cm by 10cm.
- A maximum of 3 Memorial Seats to be allowed in the Burial Ground. These to be of hardwood construction, anchored to concrete blocks and sitting on paving. The seats to be approved by the Parish and be maintained by relatives of the deceased for a minimum period of 10 years.

The following procedures were agreed:

- Reservation Fees to be taken by the Burial Ground Manager who would reserve the plot(s) on the Burial Ground Plan. The fee together with all details of the reserver to be passed to the Parish Clerk who would update the Burial Ground spreadsheet and issue an updated copy to the Burial Ground Manager and Ward Councillors every quarter. Any confirmation required by reserver or her/his solicitor to be provided by the Parish Clerk.
- Interment Fees – After Interment the Burial Ground Manager to pass the Fee to the Parish Clerk together with the Form 17 (Registrar's Form) recording the interment together with any details required to update the Burial Ground spreadsheet.
- Authority to grant permission for Memorial Trees or Seats delegated to Oakridge Ward.

c) Internet Banking

It had become apparent that the Bank's standard process for granting online access to the Parish Council's accounts resulted in Councillors (who only required authority to approve payments)

being given full authority over every aspect of the Council's banking arrangements. This was undesirable. It was agreed that the Clerk was to contact the Bank and arrange for Councillors to be granted a lower level of authority.

d) Parish Council Website

It was agreed that the Parish website would benefit from updating and that Councillor Brooks would scope the work required and draw up a specification to be used as the basis of a tendering exercise.

e) GAPTC Website

It was agreed that the Chairman would write to GAPTC and express the Council's concern over the suggestion on the new GAPTC website that Bisley-with-Lypiatt Parish Council did not have a website.

f) SDC Town & Parish Council Forum 14 January 2016

The Chairman and Councillor Budgeon had attended the SDC Town & Parish Council Forum on 14 January. The Chairman reported on the proceedings to Councillors.

16.02 10 **Finance**

Payments for January 2016

The following payments were approved by the Parish Council

Cost code	Details	£	VAT	Total
4330	R A Hunt – repair to Eastcombe Noticeboard	150.00		150.00
4261	Wicksteed – Bisley Play Areas Repairs	1,076.11	215.22	1,291.33
4201	K Harris – Bisley Pavilion Cleaning	99.00		99.00
4000	P Morris - Clerk's Salary	837.64		837.64
4000	HMRC – Tax & NI	244.90		244.90
4050	R H Attwood – Grass cutting	359.17		
	Playing Fields	30.00		
4221	Bisley Allotments	54.17		
4250	Teeds Rise	128.75		
4405	Oakridge Footpaths & Waterlane	60.00		
4421	Oakridge Allotments	62.50	138.92	833.51
4400	Oakridge Burial Ground			
4455	Richings Contracting Ltd – Install post a affix new sign at Bourne's Green	580.00	116.00	696.00
	Totals	3,682.24	470.14	4,152.38

16.02.11

Correspondence

There were no items of correspondence received since the last meeting:

16.02.12

Ward Matters

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

15.02.13

Date and Place of Next Meeting

The next Meeting of the Parish Council will be held in Bisley WI Village Hall on Wednesday **2 March 2016** commencing at 7.30pm.

There being no further business the meeting closed at 8.55pm..

ANNEX A TO PARISH COUNCIL MINUTES JANUARY 2016

District Councillor's Monthly Report - February 2016

Parish Meeting Feb 16

Green waste scheme

I took the green waste questions from last month to the officers at SDC. The green waste scheme runs from Feb-Nov every year. I'm told the first regular collection of green waste will be from Feb 2nd 2016.

As it stands, there are 1,400 people signed up to the green waste Scheme so far.

The destination of that green waste is the Hemel land fill site which is where the company we pay to compost the material, has their plant. It does not just go into land fill.

A representative sample has been taken of the waste and it was estimated around 100,000 bags were collected in the old system per year which equated to around 10-12KG a bag.

For anyone that doesn't know- it is £36 PA for the service and £20 one off fee for the bin.

Waste contract

As we are drawing closer to the new waste contract, I thought it would be useful to highlight some of the key updates within that contract.

There will be four different Lorries collecting four different bins. I understand, at face value, that this seems like a waste of machinery but using the same vehicles would for all waste products would fill the lorry at different rates.

Tewksbury and Gloucester County have tried to collect using the same Lorries and realised it wasn't the most efficient method and incurred additional costs in the end.

SDC are asking for the help of parish councilors to advise what the most sensible routes are to collect waste. If you have any ideas, please let them know.

I had my doubts, like most, around the charge for bulky items creating more fly tipping. The first two months presented a higher than average number of incidents and SDC did question their initial decisions, but now the level is lower than last year and has seemed to reduce on average comparing last year's statistics.

Households that don't have space for a bin will still be offered 3 bin bags which are I am told is the equal size of a wheelie bin. It will not be a case of choose which you want!

Lids must be closed. A term referred to as "Plastic to Plastic".

There will not be top hatting (a bin bag on the lid of the wheeled bin)

Food- Collected Weekly

Residual- Collected Fortnightly

New Gossington depot

The new depot that was sourced a few months ago is due to opened in September 2016.

Recycling

Speaking with officers on Wednesday 21st Jan 16 they answered the most debated question, why can certain things not be recycled. It focuses around the current market place and how far you must travel to recycle things. It would cost far more money and be more damaging at this current moment in time to recycle particular commodities unfortunately.

Tendered bids for companies to process the recyclables are being submitted and from June SDC feel comfortable that they are in a strong position to market our recycling material themselves.

Included within the email to the Clerk I have included a cybercrime flyer from the Police.

Timothy E R Williams

District Councillor of the Bisley Ward