

**MINUTES OF THE MEETING OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL HELD  
ON WEDNESDAY 7 MARCH 2018 AT BISLEY WI VILLAGE HALL**

**Present**

Mike Bell		Chairman
Hazel Saunders	}	
Lesley Greene	}	Bisley Ward
Dave Partridge	}	
Jacqui Ayers	}	
Mike Eccott	}	Eastcombe Ward
Mr R Brooks	}	
Roger Budgeon	}	Oakridge Ward
Dennis Robbins	}	
Rod Simcox	}	
Mr P M Morris		Clerk
Tim Williams		District Councillor
Keith Rippington		County Councillor

18. 03 1. **Apologies for Absence**  
There were no apologies for absence.
18. 03 2. **Declaration of Interests**  
Dave Partridge declared an interest in item 6 i) on the Agenda.
18. 03 3. **Approval of the Minutes of Meeting held on Wednesday 7 February 2018**  
The Minutes of the previous meeting held on Wednesday 7 February 2018 having been circulated to all councillors were approved unanimously.
18. 03 4. **Matters arising from the Minutes of Previous Meetings**  
On behalf of Bisley Ward Lesley Greene expressed disappointment that no mention was made in the SDC Planning Refusal on S.18/0063/FUL regarding the Parish Council request to move the settlement boundary to include Mugswell Nursery  
Mike Bell requested that the actual amount of budget approved for refurbishment of Bisley Pavilion of £33,310.31 should be recorded.
18. 03 5. **Public Participation**  
Ten members of the public were in attendance.  
  
Michael Garrett referred to the response from Cotswold Green Bus Company regarding his complaint of his disabled daughter being left at the Stroud bus station due to overcrowding. County Councillor Keith

Rippington will raise the issue at County Council level.

Jane Neighbour (Bisley Snow Warden) wished to record her gratitude for the excellent service provided by local snow plough operators, Ashley Dickenson and Martin Williams during the latest snow falls.

Other local farmers also voluntarily contributed to the snow clearing operation.

Parish Councillors added their gratitude and also wished to thank Jane for her contribution.

There was disappointment that the Gloucestershire Highways Snow Desk appeared to be unmanned at times during this period.

Several Far Oakridge allotment holders complained about receiving notices to quit due to failing to cultivate their plots for several years.

They indicated that it was their intention to fulfil the responsibilities contained in the allotment tenancy agreement.

The Chairman indicated that this item was on the Agenda and would be given further consideration.

Keith Watson commented that SDC Councillors should be driving the planning committee, not the planning committee driving the Councillors.

He also questioned the planning officers reasons for objecting to the application S.17/2710/FUL The Dutch Barn.

Keith also thought that the Parish Council should seek alternative methods to embarrass the SDC planning office.

Elizabeth Watson expressed her gratitude to Snow Warden Jane Neighbour and the local Snow Plough operators for their efforts to keep roads open.

18. 03 6. **Agree Parish Council response to the following Planning Applications**

**a) S.18/0215/LBC**

Property Address: Cherry Cottage High Street Bisley

Description: The replacement of a non-original external modern hardwood front door, accompanying fixed panel and frame with a traditional ledge and brace solid hardwood door, fixed panel and frame (390474 - 206002

Decision: 3 **Support**

**b) S.18/0221/HHOLD**

Property Address: Bywell, Tunley, Sapperton, Cirencester Gloucestershire GL7 6LW

Description: Proposed pitch roof extension

Decision: 3 **Support**

Reasons / Comments: This application will not affect any other property and is a small improvement to the amenities of this dwelling.

**c) S.18/0298/OUT**

Property Address: The Folly, Oakridge Lynch, Stroud  
Gloucestershire GL6 7NR

Description: Erection of single dwelling

Decision: 2 **Object**

Reasons / Comments: The application states that all main services will be connected however there is no main sewer drainage, each dwelling has its own treatment plant, and there is no mains gas in the village.

The drawings submitted do not clearly represent the scale of a dwelling, whether two storeys or a bungalow, and they give little idea of what the layout of the dwelling might be. There is no off street parking indicated. The access to the original dwelling and the proposed dwelling need clearly defining.

Whilst we would support a small one or two bedroomed dwelling on this site we feel there is not enough information to make an informed recommendation for permission, some of the information in the application is incorrect and we feel a more detailed proposal for a small dwelling is required and would probably receive our support.

**d) S.18/0340/HHOLD**

Property Address: Guffyn Cottage Eastcombe GL6 7EE

Description: Two Storey side extension and conversion and extension of an existing outbuilding

Decision: 3 **Support**

**e) S.18/0396/LBC**

Property Address: Catswood Farm Stancombe Catswood Lane Stroud  
Gloucestershire GL6 7NG

Description: Extension to building and restoration works

Decision: 3 **Support**

Reasons / Comments: The applicant has a detailed report on the historic importance of Catswood Farm and has consulted with SDC Conservation Officer. Catwood Farm renovations are minimal & interventions are to ensure the house can be a lived in safely as a family home in this and the next generations. Repairs and restorations are to historic details - for example externally removal of plastic windows, drain piping, and replacement by materials in keeping with the overall and original historic appearance. Internally removal of an unsafe staircase, removal of modern fireplaces to reveal original fireplaces, maintenance of original features such as a bread oven, maintaining an overall commitment to sensitive restoration. Additional stair casing is done with discretion with minimum interference to the original building - again to provide for a safe family home in a historic dwelling. Two additional windows are discrete to add light into otherwise dark areas. The additional glazed area to create a family sized kitchen and dining area is invisible from public view and is an appropriate contemporary intervention that will not impact on the overall appearance of the house. Importantly the main facade and approach vista that has most public impact will remain unchanged and

indeed improved by replacing materials not in keeping and restoring sensitive detailing examples mentioned above.

**f) S.18/0395/HHOLD**

Property Address: Catswood Farm Stancombe Catswood Lane Stroud Gloucestershire GL6 7NG

Description: Extension to building and restoration works

Decision: 3 **Support**

Reasons / Comments: Catwood Farm renovations are minimal interventions to ensure the house can be lived in as a family home in this and the next generations, with repairs and restorations to key historic details - for example externally removal of plastic windows, drain piping, and replacement by materials in keeping with the overall historic appearance. Internally removal of unsafe staircase, removal of modern fireplaces to reveal original fireplaces, etc. Two additional windows are discrete and to add light into otherwise dark areas. The additional of a glazed area to create a family sized kitchen and dining area is invisible for public view and again a discrete and appropriate contemporary intervention that will not impact on the overall appearance of the house. Importantly the main facade and approach vista will remain unchanged yet improved by sensitive detailing mentioned above.

**g) S.18/0383/FUL**

Property Address: Land adjacent to The Russets Eastcombe

Description: Proposed dwelling

Decision: 3 **Support**

**h) S.18/0399/TCA**

Property Address: Greystones Far Wells Road Bisley Stroud

Gloucestershire GL6 7AQ

Description: Trees 1,2 and 3 (sycamores), to be reduced by up to 2m

Decision: 3 **Support**

**i) S.18/0463/HHOLD**

Property Address: Springfields Cheltenham Road Bisley Stroud

Gloucestershire GL6 7BJ

Description: Side and rear extensions and loft conversion

Decision: 3 **Support**

Reasons / Comments: The proposed extension is in keeping with the scale and size of the property and the plot is of sufficient size to accommodate the extension proposed. The Parish Council encourages all new proposals to address energy efficiency by the installation of the highest depth of insulation and other such methods as solar panels to help mitigate against climate change.

18. 03 7. **County Council Matters - (Councillor Keith Rippington)**  
Councillor Keith Rippington reported the following:  
The decision regarding the proposed incinerator at Waterlane has been deferred to May 2018.  
Annual Budget of £412.5 million agreed.  
The A417 missing link consultation extended to 12 March 2018.  
Reminded Councillors ref. grant applications to be submitted.

The Chairman thanked Councillor Rippington for his support to have the road surface on the Holloway road to be improved.

18. 03 8. **District Council Matters – (Councillor Tim Williams)**  
A copy of District Councillor Tim Williams report is at Annex A to these Minutes.  
Councillor Williams was asked if the £2 million pound loan to the development of Stroud Merrywalks shopping precinct was secured.  
He explained that the loan equated to only 2% of the Councils reserves and it was important to support a local project.

18. 03 9. **Matters for Discussion**

**a) Community Grant Request**

A proposed by Bob Brooks and seconded by Roger Budgeon to support an application for a £500 grant to Eastcombe Cricket Club towards the purchase of a new Motor Roller was agreed unanimously.

**b) Bisley & Oakridge Closed Churchyard Maintenance**

A proposal by Bob Brooks to award the Bisley & Oakridge closed Churchyard Maintenance contract to Graduate Gardeners and seconded by Roger Budgeon was approved unanimously.

**c) Parish Annual Insurance**

It was proposed by Roger Budgeon and seconded by Bob Brooks to renew the Parish Annual Insurance policy with the existing provider on the basis that it was the most competitive.

**d) SDC Planning Performance**

A letter of complaint regarding the performance of SDC Planning Office was approved and it was agreed to send to David Hagg, Chief Executive and all District Councillors. It was also agreed that a copy should be sent to the following:

David Drew MP  
All SDC Parish Councils  
Gloucestershire Association for Parish and Town Councils  
AONB

**e) Standing Orders**

The following proposal by Lesley Greene to amend Standing orders

was seconded by Hazel Saunders and approved unanimously.

Paragraph 1.6

In respect of an item of business included in the Agenda but outside the public participation agenda item, a Councillor may at the discretion of the Chair, ask a member of the public present to add further information or comment that will assist the debate during that agenda item.

**f) Far Oakridge Allotments.**

Following protestations by allotment holders and promises to maintain their plots as specified in the Allotment Tenancy Agreement the decision to close Far Oakridge Allotment site was deferred for one year and Councillors agreed to monitor the situation.

**g) Village Design Statement.**

Michael Bell proposed that each Ward would produce a ‘bottom up’ design statement of what they would prefer in their area and things they would like to preserve. This was seconded by Roger Budgeon and approved unanimously.

18.3 10 **Finance**

**Payments for March 2018**

**The following payments were proposed for approval by Lesley Greene and seconded by Dennis Robbins. Approved unanimously by the Parish Council**

<b>Cost code</b>	<b><u>Details</u></b>	<b>£</b>	<b>VAT</b>	<b>Total</b>
4070	Stroud District Council – Garage Rent - <b><i>Direct Debit</i></b>	65.47		65.47
4320	Chalford Parish Council – Grass cutting Eastcombe	45.00		45.00
4030	CIX Online Ltd. – Domaine Registration	29.00	5.80	34.80
4201	HomeFree – Cleaning Bisley Pavilion	62.00		62.00
4020	BT – Telephone – <b>Direct Debit</b>	70.07	17.52	87.59
4000	P Morris - Clerk’s Salary	912.15		912.15
4000	HMRC – Tax & NI	191.11		191.11
4050	R H Attwood – Grass cutting Playing Fields	359.17		
4221	Bisley Allotments	30.00		
4250	Teeds Rise	37.50		
4405	Oakridge Footpaths & Waterlane	128.75		
4421	Oakridge & Far Oakridge Allotments	60.00		
4400	Oakridge Burial Ground	62.50		
4405	Oakridge Fountain Piece	29.17		
4403	Strim Oakridge Play Area Soft Surface	17.50	144.92	869.51

4330	Corido – Bench & Ground Anchors Eastcombe Green	337.49	67.50	404.99
4401	A Montague – Dry stone Walling Oakridge	2,248.95		2,248.95
4320	I Trueman – Eastcombe Maintenance	67.50		67.50
4055	A Watton – Asset valuations	900.00	180.00	1,080.00
4310	Chalford Handyman - Repair Bench	150.00		150.00
4025	BHIB Ltd – Parish Insurance	1,211.57		1,211.57
4045	Eastcombe Cricket Club	500.00		500.00
	<b>Totals</b>	<b>7,514.90</b>	<b>415.74</b>	<b>7,930.64</b>

18. 3 11 **Correspondence**

The following items of correspondence had been received since the last meeting:

Clerks and Councils Direct

18. 3 12 **Ward Matters**

**Eastcombe**

Replacement of litter bin with a dog waste bin.

**Bisley**

Persistent cases of dog fouling on allotments and will place a new notice to make dog owners aware of their responsibilities.

Had an occasion of chickens not being attended to and will amend allotment tenancy agreement to clarify situation for the future.

Has requested the Clerk to obtain quotes to replace showers in the Pavilion.

**Oakridge**

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

Prior to closing the meeting, the Chairman announced that he had been informed by the Clerk of his intentions to retire at the end of May 2018.

18. 3 13 **Date and Place of Next Meeting**

The next Meeting of the Parish Council will be held in Bisley WI Village Hall on Wednesday **4 April 2018** commencing at 7.30pm.

There being no further business the meeting closed at 9.55pm.

## ANNEX A TO PARISH COUNCIL MINUTES FEBRUARY 2018

### District Councillors Monthly Report – March 2018

#### Environmental Protection and Animal Welfare

Before the Environmental Committee a few of us opted to attend a presentation from the Environmental Protection and Animal welfare Dept., headed by Dave Jackson. It was a very detailed, insightful, presentation and it's a shame more members didn't attend.

#### **The Environmental Team**

This department covers:

- **Nuisances**
  - o Noise
  - o Domestic
  - o Leisure/commercial
  - o Industrial
- **Smoke**
- **Smells**
- **Fumes**
- **Gas**
- **Electric.**
- **NOx monitoring**
- **Waste land- chemical searches**
- **Radon** (*Second largest cause of Lung cancer after smoking. The responsibility is on the home owner to get the dept. to check this*)

They also monitor air quality and can designate sites 'Air quality Management Areas' (**AQMA's**) when NOx reaches dangerous levels. Luckily, we do not have any areas for concern in the district yet.

In 2016/17 they acted on 545 noise complaints and 184 smoke complaints. They can act on these complaints by delivering an Abatement Notice<sup>1</sup> to the resident.

Within their statutory powers they also issue fines for littering and flicking cigarette butts out of the window of vehicles.

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<sup>1</sup> District councils are obligated to investigate a "statutory nuisance" (a nuisance covered under Environmental protection Act, 1990 – If they agree the violation is a statutory nuisance, councils must serve an abatement notice. Penalties for not complying include: Seizing equipment that is causing the nuisance; high court injunctions; a lump sum fine from the courts; and further fines for each day they fail to comply.



## **Animal welfare**

The council also has an obligation to look after stray dogs under the Environmental Protection Act. They are working closely with the police to manage dangerous dogs and will take the lead when it's a dog on dog attack but state the authority derives from the police, not them on this matter.

The animal team also work to resolve noise/ barking complaints and partake in stake-outs to observe dog walkers committing the usual fouling issues. In 2016/17 there were 311 dog complaints and 134 Barking complaints.

SDC relocate 91% of stray dogs, beating the national average of 60%.

In January 2018 they started a SMS dog notification service where members of the district can sign up and receive notifications every time a dog goes missing. 40 people have signed up in week one.

The dogs are taken to Teckles dog home and kept for 7 days for owners to claim them, before being put up for new ownership. If you want to reclaim a dog, the fees are:

- **Fine- £25**
- **Stray return - + £10**
- **First day at Teckles- £70**
- **Days thereafter- £25/day**

The fees were billed after the event but in July 17 we changed the system to requiring full payment on collection of the dog.

There is also a dog 'ASBO' pilot – 17 dogs have already been issued with these.

They are also asking for members of the public to assist by reporting dog fouling, littering and other such behaviour. The hardest part is getting a Sc.9 witness report as often residents do not want to report their neighbours or well-known local members of the community.

## **Animal cruelty**

The worst part of the presentation was learning about 2 dogs that were abused by their owners to point where one starved to death. The council took them to court and they were sentenced to suspended sentences, community work and fines. Whilst, in my mind, this doesn't make a dent on what the animals were subjected to, it was the harshest sentence the law could distribute.

YOLO's story is published on the [website](#)

*If you were thinking the suspended sentence was a get out, you are probably right, but the judge said because this one lady had 2 children, they weren't going to separate them by sending her to jail.*

## **Heritage Strategy**

The Environmental Committee that was held the day after the previous parish meeting had one main focus- *The Heritage strategy for the Stroud District.*

The report was designed to ensure we value our historical environment and its assets. We are fortunate enough to not only live in a district which has rich heritage but also, well informed citizens who wish to preserve and protect that history.

A small part of the district's heritage sites have been designated as 'at risk' through Historical England's monitoring program – *Heritage at Risk (HAR)*.

Stroud's Local plan (**Policy ES10**) requires a heritage statement (like an impact statement) to support any

development proposal that effects a heritage asset. This is achieved by understanding the significance, then deciding what impact the proposal is likely to have on it.

### **The scope of the strategy**

The purpose of the heritage strategy is to set informed priorities for the conservation, management and monitoring of the district's heritage assets which includes the effective and efficient discharge of the council's statutory duties and obligations.

The strategy consists of a programme of works relating to the objectives and priorities identified, which will enable better and more efficient performance and more effective targeted action, including through the identification of opportunities for partnership working, funding, training, education and capacity-building for the community as a whole.

One of the main areas of focus is the role of the planning dept. in the conservation and management of our areas heritage.

Whilst the district is rich in visual heritage, this term is broader than that so as to include environmental factors, culture, skills and traditions.

The plan must utilise a broad range of activities and opportunities to ensure a rigid strategy.

### **Biggest Issues**

The largest issue identified is down to education. The core belief is that we need to know more about what we have and why it is important as things are irreversible once enacted.

As a result of this, the district's 'distinctiveness' will be diluted which make us less appealing to both, visitors and people that choose to live here for what we have to offer.

Over the past few decades, economic pressures, anywhere standard designs, changes in building regulations and energy efficiency requirements have begun to water down our visual distinctions.

The self-perpetuating problem is, the more we see development which is non-contextual or non-distinctive, the more we see this as normal and the accepted practice.

### **Central Goal**

The central goal of the strategy is to encourage people to view the historical environment as a true asset, which not only has intrinsic value, but also capable of bringing economic, social and environmental benefits.

The objectives are:

- 1. To maximise the contribution that the historical environmental makes to the character of the district, It's economic wellbeing and the quality of life of its communities.**
- 2. To identify ways to positively address the issues and pressures that are facing the assets.**
- 3. To maximise opportunities to help deliver the district councils wider objectives, including those of the local plan.**

In essence, it is about taking stock of what we have before looking at ways to sustainably and safely capitalise on them, in order to protect them for the future.

## Strategic priorities

The 4 key areas to approach these objectives are below:

### 1. Understanding the heritage and its significance

The NPPF (Para 17) stresses that planning should always seek to secure high quality design and should conserve heritage assets in a manner appropriate to its significance.

Whilst the Strategy won't highlight all points needed, it is important to try and highlight some of these. As the condition of the assets are not static, we are constantly finding and discovering new areas of value and the understanding of why and how it came to be, is vital to people's engagement and understanding on both a social and economic level.

### 2. Capitalising

In total, domestic and international visits to heritage sites in the South West generated £1.2 Billion in revenue. Besides visitor spending, there is also an increase in jobs and spending with third party companies that support the protection of these sites- an example being in 2015, £974,000,000 was given to building companies for their maintenance contracts.

### 3. Positive Management

Heritage is not self-managed. Over time, things start to degrade. We hope to use expertise and skills outside of the Stroud District to improve communications and education, and to build the capacity of SD communities.

As already mentioned, **ES 10** of the local plan states '*value our historical assets and environment*'. This is the principle policy against which decisions about development that affects the districts historic environment, will be assessed.

There are indicators which can be regularly monitored and measured- if numbers go up or down, this gives an indication as to whether the approach SDC is causing an increase or a decrease to the protection of these sites.

These include:

- Number of sites viewed as 'At Risk'
- Number of conservation areas with an up to date appraisal and up to date '*conservations areas at risk*' certification (**CAAR**)
- Number of instances of substantial harm to non-designated heritage assets.
- The number of non-designated heritage assets of local significance.

### 4. Raising our heritage profile to increase public awareness

Raising awareness of these sites is pivotal to its success. It is partly about the public's awareness but

also to do with corporate awareness within SDC and strengthen our commitment to positive management of the historical environment.

We discussed a number of points with officers and the issue was raised that the figures are 4 years old and so, accurate benchmarking to track success of this strategy, could be impacted.

One cllr. also mentioned that, whilst assets need to be protected, we also need to look at these sites to build more housing for the future. He remarked-we have to be modern with what we protect and what we knock down. To caveat that, we are talking about run down old sheds that carry little significance in the district.

### **Consultation report**

The initial public consultation which ran between June-July 16 has now been compiled and analysed. The report was sent to parish councils, historical groups, society groups and other members of the Stroud District that have an interest.

The response was quite low and this meant that in terms of forming an evidence base, there was very little that was unexpected or new.

Certain themes did come across as consistent including:

- **Parish councils welcome the opportunity to be more involved in monitoring and manage the local historical environment and assets.**
  
- **Some PC's tended to feel that they were not listened to and generally felt a lack of engagement in historic environmental matters; however some also expressed that they considered the local authority generally handled heritage planning in a satisfactory or good way.**
  
- **Strong support for the appraisal of conservation areas – this was considered to be a priority, as many conservation areas lack any form of conservation area statements.**

### **Stroud Concordat Meeting**

#### **Cycling**

There was a meeting on the 24<sup>th</sup> January with neighbouring parishes to discuss link up routes. Biggest issues are around gateways, particularly at roundabouts (highlighted by GCC study). They are also looking at Cycle hire stations at the station, run by a commercial company, which will further help links.

#### **Town centre waste management**

Fly tipping in Stroud is a problem which has brought about the need for CCTV cameras to monitor the situation and identify offenders. Much of this is fast food outlets, however it is very difficult to identify which outlet is fly tipping. However, it has been noted that most traders use the area responsibly.

#### **Stroud Parking**

SDC has instructed a parking expert to conduct a report on the parking situation in, and around, the town. The consultation period is still on going and will be concluded in around 2 weeks time. The results will then

be concluded and the next steps will be drawn up.

The concern was raised that the public didn't have any time to object last time to the payment increase and so this is going to be done before any next steps are finalised and enacted.

The 'Free after 3' scheme was viewed as a possible way to incentivise shoppers into Stroud and use the local shops instead of traveling further afield.

The mention of 'Pay when you leave' type parking was not accepted because they are extremely expensive and also the fact that ANPR cameras are not approved for use by local councils.

They concluded by asking for Parking after 3 to be pursued and for Stratford park to start charging for its use.

### **Facebook**

There is also a new 'Mayor of Stroud' Facebook page that all are encouraged to follow.

### **SDC Env. Committee Program of work**

Agenda 5 was to approve the program of works for the forthcoming meeting in April. It was said to be slightly light only including: Capita project monitoring; Planning review panel reports; Stroud Concordat reports; Multi-Service Contract vehicle replacement strategy; and Market Town Centres initiative fund.

The topic of single-use plastics was deemed a suitable addition to the program for us to discuss. We are told that there are a number of groups in the Stroud District open to reviewing this and the council are interested in taking the first steps to lead the way on this initiative.

We were also interested in adding a review of our Env. Policy as it is aged and in need on refreshing.

#### **Full council – 22<sup>nd</sup> February 2018**

There were two main issues being discussed. One was the item of council tax and the other was to discuss the loan that SDC wish to make to a company who have bought the Merry Walks shopping centre.

#### **Council Tax**

The council tax raise was accepted by members across the chamber. Statistics for a band D property amount to a 4.49% increase to account for the county social care project.

Bisley tax distributions are:

	<b>A (£)</b>	<b>B (£)</b>	<b>C (£)</b>	<b>D (£)</b>	<b>E (£)</b>
SDC	134.33	156.72	179.11	201.50	246.20
Gloucestershire County	821.47	958.39	1,095.30	1,232.21	1,506.03
Gloucestershire Police	150.99	176.16	201.32	226.49	276.82
Bisley Parish Council	36.50	42.58	48.66	54.74	66.91
<b>Total</b>	<b>1,143.29</b>	<b>1,333.85</b>	<b>1,524.39</b>	<b>1,714.94</b>	<b>2,096.04</b>

<b>Precepting Body</b>	<b>2017/18 Band D (£)</b>	<b>2018/19 Band D (£)</b>	<b>% increase</b>
Gloucestershire County Council	1,179.26	1,232.21	4.49%
Gloucestershire Police & Crime Commissioner	214.49	226.49	5.59%
Stroud District Council	195.65	201.50	2.99%
Average parish / town council	78.01	83.52	7.06%
<b>Total average tax at Band D</b>	<b>1,667.41</b>	<b>1,743.72</b>	<b>4.58%</b>

Tim Williams