

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE BISLEY-WITH-LYPIATT
PARISH COUNCIL HELD ON WEDNESDAY 2 MAY 2018 AT BISLEY WI VILLAGE HALL**

Present

Mike Bell		Chairman
Hazel Saunders	}	
Lesley Greene	}	Bisley Ward
Dave Partridge	}	
Martin Brown	}	
Jacqui Ayers	}	Eastcombe Ward
Mr R Brooks	}	
Roger Budgeon	}	Oakridge Ward
Dennis Robbins	}	
Rod Simcox	}	
Mr P M Morris		Clerk

In attendance Mr Tim Williams – District Councillor

18. 05 1. **Apologies for Absence**
Apology for absence was received from Mike Eccott and Keith Rippington.
18. 05 2. **Election of Chairman & Vice 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. M Bell was unanimously re-elected as Chairman.
R Brooks was unanimously re-elected as Vice-Chairman.
18. 05 3. **Ward & Parish Appointments**
The following appointments were agreed by the Parish Council
- Councillor Appointments – Eastcombe Ward**
Mr B Brooks – Ward Chair, Snow Warden, Highways & Recreation Ground.
Jacqui Ayres – Planning
Mike Eccott – Trees, Paths, Open Spaces & Grass Cutting
Ex –officio appointments.
Rex Clack - Allotments Warden
C James – Pavilion Representative
- Councillor Appointments – Oakridge Ward**
Roger Budgeon – Ward Chairman and Planning
Dennis Robbins – Allotments, Management of Ward Handyman, Burial Ground, Playing Field, Pavilion,

Mike Bell – Finance, and Highways
Rod Simcox – Snow Warden, Waterlane Triangle & What's On
Newsletter

Ex-officio Appointments

Nick Holliday - Oakridge, Waterlane & Bournes Green Footpaths
Phil Dawes - Playing Field & Trim Trail
Juliet Alexander - Tunley & Canal Footpaths

Councillor Appointments – Bisley Ward

Hazel Saunders - Ward Chairman, Highways, Footpaths, Play
Areas and Sports Pavilion
Lesley Greene - Allotments, Planning & Tree Warden
Dave Partridge - Snow Warden & Police Liaison
Martin Brown - Finance & Assist with Planning

18. 05 4. **Declarations of Interest**

Lesley Greene declared an Interest in item 12a on the Agenda
– re-imbusement of expenses.

18. 05 5. **Approval of the Minutes of Meeting held on Wednesday 2 April**

The Minutes of the previous meeting held on Wednesday
2 April 2018 having been circulated to all councillors were
approved unanimously.

18. 05 6. **Matters arising from the Minutes of Previous Meetings**

There were no matters arising from the previous minutes.

18. 05 7. **Public Participation**

Three members of the public were in attendance.

Michael Garratt raised concerns regarding the lack of trained personal
to operate the Difibrilator in Bisley.

The Chairman commented that the Parish Council was not responsible
for the installation or management of the Difibrilator.

Hazel Saunders informed the meeting that she was enquiring as to
whom was responsible and would inform them of Michael Garratt's
concerns. Lesley Greene commented that Bisley Ward supported
Michael Garratt's concerns.

Keith Watson informed the meeting that the Bisley WI was considering
selling a parcel of land next to the Village Hall.

Lesley Greene informed the meeting there is a petition in the Village
Stores requesting a public meeting.

Keith Watson said that the Trustees are obliged to call a public
meeting.

18. 05 8. **Agree Parish Council response to the following Planning
Applications**

a) S.18/0688/FUL

Property Address: Daneway Inn Dane Lane Daneway Sapperton
Cirencester Gloucestershire GL7 6LN

Description: Installation of sewage treatment plant, (393880, 203429)

Decision: 2 **Object**

Reasons / Comments: We strongly object and are not comfortable with the discharge going straight into the River Frome. We would like confirmation from the water authority and the Environment Agency that there are safeguards in place because any operation problems with the system will result in direct pollution into the river.

b) S.18/0742/FUL

Property Address: Frampton Place Oakridge Lynch Stroud
Gloucestershire GL6 8JJ

Description: Retrospective application for Stable extension and Hay Store (391506-203026)

Decision: 3 **Support**

c) S.18/0608/TCA

Property Address: Daneway House, Dane Lane, Daneway, Sapperton

Description: Thorn - Fell to ground level. Birch - Fell to ground level

Decision: 1 **No observations**

18. 05 9. **County Council Matters - (Councillor Keith Rippington)**

County Councillor was not in attendance and no report was received.

Lesley Greene requested the Clerk to write to Councillor Keith Rippington and enquire what the County Council policy is for replacing trees felled by Amey at the County Councils instruction.

Lesley Greene proposed asking Councillor Keith Rippington when the latest review of rates paid to snowplough operators took place. The Chairman suggested that this issue be raised at the next Highways meeting.

18. 05 10. **District Council Matters – (Councillor Tim Williams)**

District Councillor Tim Williams report is at Annex A to these Minutes.

18. 05 11. **Matters for Discussion**

a) Footpath Registration Highways

Gloucestershire Highways requested the Parish Councils view on a submission received to add a section of path to the legal record of Public Rights of Way, the Definitive Map and Statement between Manor Street and Public Footpath MBL148 in Bisley.

It was proposed by Bob Brooks and seconded by Lesley Greene to support this request. Motion carried unanimously.

b) Tree Wardens Report.

Tree Wardens report at Annex B to these Minutes.

c) SDC Planning Correspondence.

A Proposal by Roger Budgeon and seconded by Lesley Greene to acknowledge receipt of letter from Barry Wyatt and to consider a response at the June Parish meeting was carried unanimously.

d) Little Sherwood Planning Decision

This item to be included in response with item 11b.

e) Clerk Vacancy.

The Clerk reported that there had been three applications received to date.

Interviews to be arranged and conducted by the Chairman and the three Ward Chairmen.

f) Standing Orders

The Clerk reported that the proposed amendments to the Standing Orders had been completed and copies issued to Councillors.

NALC has revised Standing Orders and these changes will be incorporated in the Parish copies.

g) Data Protection Bill

The Government has tabled an amendment to its own Data Protection Bill to **exempt** all parish and town councils and parish meetings in England and community and town councils in Wales from the requirement to appoint a Data Protection Officer (DPO) under the General Data Protection Regulation.

NALC suggest that Parish Councils write to their MPs asking them to vote for the amendment

A proposal by Rod Simcox and seconded by Bob Brooks to take this action was carried unanimously.

18. 5 12 **Finance**

Payments for May 2018

The following payments were approved by the Parish Council

Cost code	<u>Details</u>	<u>£</u>	<u>VAT</u>	<u>Total</u>
4070	Stroud District Council – Garage Rent - <i>Direct Debit</i>	53.95	10.79	64.74
4455	DSG Skip Hire – Far Oakridge Allotments	200.00	40.00	240.00
4040	CPRE – Annual Subscription	36.00		36.00
4201	HomeFree – Cleaning Bisley	62.00		62.00
4008	Lesley Greene – Expenses re-imburement	9.20		9.20

4000	P Morris - Clerk's Salary	937.41		
4004	Office rent	20.00		971.36
4002	Mileage expenses	13.95		
4000	HMRC – Tax & NI	189.07		189.07
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
4401	A Montague – Walling Oakridge	1,500.00		1,500.00
4040	National Allotment Society – Annual Subscription	55.00	11.00	66.00
4021	Bisley WI Village Hall Rent			
	Parish Meetings	192.00		384.00
4230	Bisley Ward Meetings	192.00		
4045	Community Grants			
	What's On Magazine	150.00		150.00
	Bisley News	150.00		150.00
	Eastcombe Newsletter	150.00		150.00
	Frith Youth Club	500.00		500.00
	Eastcombe Scouts & Guides	500.00		500.00
	Stroud Citizens Advice Bureau	250.00		250.00
	Royal British Legion	100.00		100.00
4026	Simon Boden – Internal Audit	120.00		120.00
	Totals	6,105.17	206.71	6,311.88

a) **Approve payments on account.**

Proposed by Dave Partridge, seconded by Martin Brown approved unanimously.

b) **Approve Annual Governance Statement**

The Annual Governance Statement was approved and signed by the Chairman

c) **Approve Report to External Auditor**

The Annual report to the external auditor was approved and signed by the Chairman

18. 5 13

Correspondence

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

CPRE Magazine

18. 5 14

Ward Matters

Eastcombe & Oakridge

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

Bisley

Further problems with boiler in Pavilion, quotes being requested to replace boiler and shower heads.

18. 5 15

Date and Place of Next Meeting

The next Meeting of the Parish Council will be held in Bisley WI Village Hall on Wednesday **6 June 2018** commencing at 7.30pm.

There being no further business the meeting closed at 9.10pm.

ANNEX A TO PARISH COUNCIL MINUTES MAY 2018

District Councillors Monthly Report – May 2018

Gifford's Circus

I spoke to one of the officers at the council about the Gifford marquee. He advised me that he and one of his colleagues Chris went out to visit the site and understand what the issues were.

The points to note are:

- Gifford's circus have said that the marquee has been up for less than 28 days and so overrules my case law to action a planning permission requirement.
- I challenges this by saying it certainly was longer than that and I know residents will agree, but without photo proof this is difficult.
- The hard core was put down to form a pad for the marquee and SDC have been given reassurances that this will be removed after the show has moved on. The show is moving out on the 15th May to tour and so the expectation is that within 28 days, the hard-core should be removed.
- If this is not the case, by middle June, they are happy for members of the public to report this to the planning enforcement team and they will follow this up.
- He mentioned that their pattern of behaviour for X amount of years could mean that they won't request planning but I was able to highlight changes and distinctions throughout their tenure at Fennels farm.

Frustratingly he said they won't do much more about that this year as they are moving on and evidence cannot be produced to rebut their conclusion. Next year, if residents have the same issue, he will be more than happy to deal with it again and look to request planning.

The emphasis would be on us to bring this to their attention and he did mention it didn't fall to officers or a councillor to keep an eye on it. I did correct this and say, it did fall to the ward councillor to make a note of all complaints and encourage such actions and that there is a ward full of individuals happy to bring this to the attention of the council. They do not need to be worried about that.

On the 5th April the environmental committee was held.

Heritage strategy

When reviewing the minutes from the previous meeting we were told that Historical England had praised SDC on its approach to preserving the districts heritage assets and it was something that other districts in the country should follow suit with.

Capital Project monitoring

This is a part of the meeting where we review some of the large projects.

Stroud District Walking and Cycling plan

This was something that I mentioned in previous parish meetings and is a plan to utilise the £300,000 that SDC has allocated to this project. A meeting was held on the 17th Jan with Officers and members of the County to discuss the Nailsworth to Dudbridge route of the path. The meeting covered proposed routes, a time line for work and the appropriate proportion of funding to complete this work.

When working with the county it is always a challenge because we have to obtain permission, funding and the resource of workers to complete the job from two tiers of councils.

There was also a meeting with officers at SDC and County highways to discuss the Cam, Uley and Dursley greenway project. This is a walking and cycling path running between the three areas and the meeting proposed contingent routes and level of resource and commitment from Glos County.

Walbridge Gateway Site

Discussions are continuing about the design of the Wallbridge gateway site in Stroud town centre. The funding, design and costs were going to be split between Ecotricity, Stroud Town Council and Gloucestershire County Council.

A brief design has been produced but is currently delayed whilst Stroud Town Council do some neighbourhood Consultations. This was to give those who live and work in the area a chance to comment and give feedback on the proposed plans. The procurement went live on the 6th April and an evaluation meeting took place on the 11th April 2018.

Considerations are still underway but it is unlikely that work will take place until the brewery wall and the subsequent site clearance has taken place- this is expected to be completed soon.

One large challenge is that Ecotricity have decided to withdraw their offer of £100,000 from the project after they no longer have such funds available. This still leaves £100,000 from SDC and £5,000 from the town council.

Canal Regeneration

The council have allocated £3 Million as matched funding towards a heritage lottery fund (HLF) bid which was submitted in November. The Cotswold council is the lead on this bid and is working closely with the Cotswold canal trust (CCT).

The Heritage lottery fund visited the site in March to assess the bid and a decision is likely to be made on April 24th 2018.

This might be delayed because there is a local election being held on the same day in parts of the country and may push the results back to May.

Post meeting-

A £23.4million Stroud District Council-led project to connect Stroud and Stonehouse to the nation's inland waterway network by 2024 has been given a significant vote of confidence by the Heritage Lottery Fund.

Stroud District Council and Cotswold Canals Trust have received crucial initial support from the Heritage Lottery Fund (HLF) which paves the way for the restoration of the derelict canal between Stonehouse and Saul junction.

The HLF picked Stroud water Navigation Connected as one of just four projects across the country for development funding and the £842,000 announced today will make sure everything is in place before applying for a further £9million of HLF money to allow the whole project to go ahead.

Sub Rooms

The town council has asked SDC for a 39 year lease at £1 per year, plus a £230,000 grant to an independent charitable trust to run it, and for £156,000-worth of structural repairs to be carried out. Under the town council's proposal, Stroud District Council would have to subsidise the venue for the next financial year at a budgeted cost of £227,000. The town council would contribute £50,000 of working capital and meet the insurance premium for the property.

Multi service contract.

The council has agreed an annual budget £250,000 a period of 4 years from 16/17-20/21, for a capital program of vehicle replacement for services covered by the multi service contract.

The Vehicle Replacement Programme (VRP) produced by Ubico, and agreed by officers back in 2016 is revisited each year to identify necessary changes to fleet. These are determined by operation needs and the remaining useful life and economic cost of maintenance in an effort to maximise performance and cost efficiency.

A number of vehicles have been sold and this will be put back into the fund.

The revenue generated from the collection of recycles is higher than expected. The council had forecasted £80,000 but have made nearer £360,000. The reason the costs are higher and the budgets are being revised is because whilst most councils predict a 50%-60% rate of recycling, Stroud district has 80% of its residents recycling -removing excess waste from landfill.

When you look at the fact that Methane levels produced from landfill are 4 times higher than those of CO2 from recycling, the higher costs can be offset against other savings further down the line with remedying high methane levels.

SDC officers are still confident with the new waste contract and it is fair to say, there is always a higher level of costs associated with a large change, but those will settle down. They are constantly being reviewed and scrutinised by members and officers of the council.

When bench marked against other local councils like Tewksbury, we are operating at the best level. By Best, the benchmark is the level of recycles spared from landfill and sold on to generate revenue.

The council is exploring different ways to lease vehicles and streamline staff so as to save as much

money as possible.

Environmental Management System

Some months ago, we discussed the current (EMAS) accreditation scheme which help the council maintain its good reputation as an environmental conscious body. The environmental standards are regulated and this leaves no room for an organisation to fall outside the parameters of such an accreditation.

There are no accreditation schemes in the UK that govern this and when we leave Brexit, we will no longer be able to look at the assessors in the EU.

As a result of that, we have been looking at the ISO 14001:2015 accreditation scheme as a substitute. This is assessed in the UK and carries as much value and weight as the previous system.

There were several options available:

1. Apply the EMS to the ISO 14001:2015
2. Let it lapse and remain uncertified.
3. Stop all EMS related activities.

The councils recommendation was option one. After an audit from Bristol City council, the follow threats were identified.

- Increased risk of non-compliance and pollution issues
- Missed opportunity to save money and the environment
- Missed opportunities to obtain the best contracts for council works
- By removing the auditor, a strong motivator to remain compliant in all areas could be lost.

The cost implications are similar, £6,000 per annum plus some of the officer's time around audit dates.

The council and members of the committee voted to start the procedure to swap the EMAS accreditation to the international recognised ISO 14001. It is more than about an accreditation for the council, the ISO accreditation is a token of trust and responsibility that companies and organisations may require to work with us in the future.

When I work, the officer has several ISO accreditations and when big firms look to work with us, they don't put so much resource into auditing us once they know that we are already held to a higher regard than they could. This generates trust and strengthens the business relationship.

Tim Williams

District Councillor.

ANNEX B TO PARISH COUNCIL MINUTES MAY 2018

Report on Cotswold Tree Wardens and RFS session at CRANHAM WOOD & MISARDEN PARK 18 April 2018 **Sustainable rural drainage at Cranham Woods and the Sustainable wood fuel (biomass) system in Misarden**

I attended this informative and fascinating day with the Cotswold Tree Wardens and RFS members.

c 80 hectares of Cranham woodland, mainly consisting of ancient beech woods with ash, are privately owned by Mr and Mrs Tyson. They are in the process of restoring the beech with particular attention to the Painswick Stream. Cranham Parish Council (the community) own the Common land; Natural England has a strong role in the management plans for both these areas. We were hosted by the Tysons, their Forest Manager and Chris Uttley of the Stroud Rural Sustainable Drainage Project (this post is unique, the only one in the country). Chris's work is to help address flooding in the built up Stroud Valleys by working with rural landowners to mitigate the flow of streams upstream from the Cotswold edge. We looked at work on the Painswick Stream that runs through Cranham Woods. Chris showed us the "leaky dams", created by trees accidentally falling in the streams and being left, plus other non-valuable timber cut to create 'natural' dams, reducing but not preventing, stream flows. These 'dams' are massively transforming aquatic and bug life in the stream, and helping to promote the health of the watercourse farther along its route. The white clawed crayfish, a highly endangered indigenous species, has increased since the work began and as habitat has improved. We then visited the Hannis' family sawmill; the Tysons are using the traditional on-site sawmill, & supporting local workers. The economic strategy for the woodland is being revisited - ash die-back will now impact on the wood sales potential.

Nicholas Wills has now taken over the running of the Misarden Park estate from his father, Major Tom Wills, and explained the benefits of their wood fuel system (biomass). Using wood sourced from the estate both eliminates the need to find an external market for this part of the timber crop and helps the carbon footprint through the lack of need for transporting to distant sites. It is also providing new local jobs. Their biomass energy system infrastructure received a Renewable Heat Incentive grant and has been running for 12 months. It supports all the heat and hot water for the 38 estate homes. There was a consultation with the tenants and an agreed condition that their costs would be lower than the oil price – they pay 4.6p per kilowatt hour. The system is flexible so tenants can turn heat up or down like any central heating system. This year has been a 'balancing act' finding out how the system works, dealing with a particularly long and cold winter, and also having to bring in some wood. However they believe that in future years the estate will supply all the wood required (something in the region of 400 tons p.a.)

Lesley Greene, Tree Warden