

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

Present	Mike Bell	Chairman
	Martin Brown	}
	Lesley Greene	}
	Dave Partridge	}
	Hazel Saunders	}
	Mr R Brooks	}
	Mike Eccott	}
	Roger Budgeon	}
	Dennis Robbins	}
	Rod Simcox	}
	Mrs D Meredith	Clerk
	Mr Keith Rippington	County Councillor

- 14.11 1. **Apologies for Absence**
Apologies for absence were received from District Tim Williams.
- 14.11 2. **Declaration of Interests**
None.
- 14.11 3. **Approval of the Minutes of Meeting held on Wednesday 5 October**
The Minutes of the previous meeting held on Wednesday 5 October 2018 having been circulated to all councillors were approved unanimously.
- 14.11 4. **Matters arising from the Minutes of Previous Meetings**
The clerk is obtaining prices for the Play Areas new signage.
- 14.11 5. **Public Participation**
Two members of the public were in attendance.

A member of the public queried the expenditure on the Flagpole Survey for Eastcombe Village Green. Bob Brooks clarified the situation to the public's satisfaction.
- 14.11 6. **Agree Parish Council response to the following Planning Applications**
- a) Planning_Ref_No: **S.18/2101/HHOLD**
Property_Address: The Folly, Oakridge Lynch
Description: Removal of existing dormer and the construction of new dormer.
Decision: 3 **Support**
- b) Planning_Ref_No: **S.18/2080/HHOLD**
Property_Address: 13 Windyridge, Cheltenham Road, Bisley
Description: Rear extension
Decision: 3 **Support** – would like to see a positive strategy for energy efficiency as per

Policy HC8: "any opportunity to enhance the energy efficiency of the existing dwelling is taken".

c) Planning_Ref_No: **S.18/2195/HHOLD**

Property_Address: Stokyes Close, Oakridge Lynch

Description: Single storey kitchen extension to the rear of the property and conversion of garage to play room

Decision: 3 **Support** – Chairman has declared interest as he is the applicant's neighbour. Grade II listed building but no building consent application at the moment. Consideration should be given to ensure that the building is no higher than the proposed plan. Note - should be considered against the listing schedule.

d) Planning_Ref_No: **S.18/1896/HHOLD**

Property_Address: Middle Lypiatt House, Middle Lypiatt

Description: Construction of a garage and associated landscape works to the south west of the dwelling

Decision: 1 **Object** – The excavation and wall is currently unauthorised work. If SDC is minded now to accept or rescind the 'unauthorisation' the Parish Council is concerned that although the proposed scheme is not within the curtilage of the Grade 11 listed house, the design impact with two pavilions does not outweigh what we consider will cause aesthetic harm to the heritage significance and historic setting, contravening Policy ES10.

e) Planning_Ref_No: **S.18/2288/HHOLD**

Property_Address: Upper Southmead Farm, Calf Way, The Camp

Description: Proposed single storey extension

Decision: 3 **Support** – The applicant has consulted with SDC officers. We welcome proposed improved efficiency to the existing farmhouse and trust it will be carried out as per Policy HC8. If there is any opportunity alongside this development to enhance or expand the local tree and woodland resource as per Policy ES8 this too would be welcome.

f) Planning_Ref_No: **S.18/2289/HHOLD**

Property_Address: Upper Southmead Farm, Calf Way, The Camp

Description: Proposed single storey extension

Decision: 3 **Support** – Building preservation order place last year. Support as the scheme is reduced in size.

g) Planning_Ref_No: **S.18/1944/FUL**

Property_Address: Hawthornden, Far Oakridge

Description: Revised Drawings - Replacement dwelling, potting shed, covered area, swimming pool

Decision: 3 **Support** – Support given now that the garage is removed. The biodiversity to the land around the site is affected, PC would like to see a replanting plan for trees and hedgerows - CP14- and renaturalise the flattened territory.

h) Planning_Ref_No: **S.18/2304/HHOLD**

Property_Address: Shermershill, Calfway Lane, Bisley

Description: Two storey rear extension and garage extension

Decision: 3 **Support** – PC supports the extension, but with regard to the garage, they would welcome the replacement of the larch tree if it is felled.

14.11 7. **County Council Matters - Councillor Keith Rippington**

KR reported that the Planning Committee is to attend the Waterlane Incinerator site Thursday 15 November followed by a meeting 22 November at Shire Hall. The PC

can nominate a community member to accompany the committee on the coach to direct the driver around the area. It was agreed that Mr Martin Green would be the nominee. KR advised coordinate with Linda Townsend on this matter. Rod Simcox to assist with this.

KR reported that regarding budgets, there is likely to be an overspend due to costs on children's services. Following an Ofsted visit improvements have been made but there is a shortage in skilled social workers. Approximately half the budget goes on adult services. A date has been fixed of 10 January 2018 for Shire Hall for budget scrutiny.

KR reported a complaint on the new local tip closure times. This will be an area of concern during the summer with opening hours of 9am to 5pm. There has been an agreement set today for a 3 months consultation on tip opening hours and KR encouraged the PC to apply focus on the website and in the parish magazines to this end.

KR reported that the Calfway road closure in December has now been reduced to 2 days over a weekend. He reported that Miserden PC has expressed concern at the overgrown hedges at the crossroads on that road.

To be noted the Police Commissioner is now responsible for the Fire and Rescue service.

A brief discussion on speed camera use took place and KR suggested an open mind on ANR considering the cost in time, equipment and liaison with the police.

14.11 8. **District Council Matters – (Councillor Tim Williams)**

a)

Annex A to the minutes.

14.11 9. **Matters for Discussion**

a) **TPOs – Lesley Greene**

Lesley Greene suggested that our TPO system is reactive. She has attended a good seminar on TPOs and will forward Guidance on TPOs. She suggests that the parish needs to assess how we develop in the future and in some cases need to obtain landowners permission. The VDS looks at trees in the landscape and ensures they are flagged – this supports a proactive response. All the trees in conservation areas are protected. The chairman enquired if this is the case for Oakridge as the AONB is important to the ward.

b) **Village Design Statement – Lesley Greene**

The council discussed VDS/NDP at length. Roger Budgeon suggested than an NDP may be easier to produce than a VDS as its policies reinforce the local plan and local importance and it is subjected to a local referendum. Parish consultation was mentioned. The chairman was concerned that a NDP will incur a bill for consultation, Roger Budgeon informed him that no bill would be incurred if there were no consultants and SDC pay for a referendum. The PC needs to highlight our requirements in an NDP to show our views. Clarification of the requirements of procedure is needed. The chairman advised caution regarding vested interests. Lesley Greene and Roger Budgeon are to clarify referendum and procedural timescales. Mike Bell proposed a meeting group with at least one councillor from each ward. Approved attendees would be Lesley Greene and Martin Brown for Bisley ward, Mike Eccott and Bob Brooks for Eastcombe ward, Roger Budgeon and Rod Simcox for Oakridge ward.

c) **Eastcombe Village Green flagpole – Bob Brooks**

The flagpole on Eastcombe Village Green has broken after 40

years and a glass fibre pole has been suggested as a replacement. It was proposed that as this is a one off expenditure and a capital project the cost of approximately £2000 should be taken from the Capital Project Reserves. This was agreed.

- d) **Report on Road Safety meeting** – Martin Brown
 Martin reported that an approximate cost for an ANPR is £9000 with confirmation needed that GCC will match funds.
 A proposal was made for the collective application of TROs.
 A proposal was made to continue the 5 Valleys Road Safety Committee and Martin said he is willing to represent Bisley PC on this committee. Approved.
- e) **Ward ‘lengthsman’ appointment proposal** – Roger Budgeon
 Proposal due to ongoing GCC and SDC funding issues. This role could include sign cleaning, litter collection, verge cutting within wards, removing tree debris in the road. A small remuneration was suggested with a reporting strategy for jobs that could not be undertaken. RB stated that the County supports other parishes in this. Councillors gave views on litter picking and getting the parish on board.
- f) **Precept FY 2019/20** - ward proposals.
 Bisley had no ward precept but will produce it by Friday 16th November for Finance Sub Committee meeting. Proposals were issued by Eastcombe and Oakridge wards.

14.11 10. Finance

Payments for November 2018

The following payments were approved by the Parish Council

Cost code	Details	£	VAT	Total
4070	Stroud District Council – Garage Rent - <i>Direct Debit</i>	53.95	10.79	64.74
4330	William Davis – Cotswold stone wall repair Eastcombe Repair Millennium Wheel, Eastcombe	185.00 425.00		610.00
4460	Waterplus - Oakridge Pavilion <i>Direct Debit</i>	104.83		104.83
4030	CIX Online Ltd. – Domaine Registration	67.44	13.49	80.93
4004	Office - Filing drawer unit	105.20	21.04	126.24
4000	D Meredith – Clerk’s Salary	1150.46		
4002	Mileage expenses DM	15.34		
4004	Office rent – DM	20.00		1185.80
4000	HMRC – Tax & NI (Debbie Meredith)	23.73		23.73
4001	Clerk’s Pension September	378.29		378.29
4001	Clerk’s Pension October	378.29		378.29
4450	Walker Fire inspection – Oakridge Pavilion	383.83	76.76	460.59
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
4037	Phoenix Paper Services - Secure Document Disposal	9.00	1.80	10.80
4201	Pavilion Cleaning – Homefree	93.00		93.00
4263	Chris Load – Windyridge Play Area maintenance labour	300.00		
	Pressure washer hire	105.00	21.00	
	Fencing	70.25	14.05	510.30
4468	Broxap – Grit Bins, Oakridge	411.00	82.20	493.20
4008	Lesley Greene – Tree AGM/Training Event	21.25		21.25
4310	Wicksteed play equipment repairs Eastcombe	526.38		
4446	Wicksteed play equipment repairs Oakridge	308.98	167.07	1002.43
	Totals	5,860.81	553.12	6,413.93

14.11 11. **Correspondence**

Letter from Stroud and District Motor Club Ltd regarding Cotswold Clouds Trial 3rd February 2019.

14.11 12. **Ward Matters**

Eastcombe and Oakridge had nothing to report.

Bisley

Windyridge play area is now safe and re-opened.

Quotes are being obtained for new windows in the Bisley Pavilion.

Urgent attention required for the trees in Teed's Rise. Clerk awaiting quotes.

14.11 13 **Date and Place of Next Meeting**

The next Meeting of the Parish Council will be held in Bisley WI Village Hall on Wednesday **5 December 2018** commencing at 7.30pm.

There being no further business the meeting closed at 9:20pm

Annex A to the minutes of Parish Council Meeting 7th November 2018.

Env. Committee

The primary item to discuss was the Local plan. The meeting itself was less about the content of the plan, but rather approving the next steps and any grammatical amendments.

Members were advised that this is NOT the final draft. We accepted the title change to **emerging** strategy (as opposed to **preferred** to dispel the inference of bias) and confirmed the council members would be advised the next steps by officers in the coming weeks.

The opinion is divided. Some councillors believe that the 'consultation' undertaken so far is all that is going to be added to the report, others believe we need a suitable platform to build on the work that has been achieved thus far.

-Within that meeting-

I received the communication for the Parish Clerk in relation to Mugswell and the associated Boundary settlement changes that would have allowed the above application, amongst others, a better chance at acceptance from SDC planning.

I presented all the information I had to Conrad and brought to his attention that Bisley, although expressly stating that the boundary settlement line needs reviewing, was missed out from the consultation.

He remembered the consultation and believed that the council had engaged with the parish. I pushed back and said it was not the case, nor reflected in the document and so he is now going to investigate further and come back to me with the next steps to ensure the PC do not miss the opportunity to put their views forward.

I have since followed up twice and am trying to catch him in between site visits to ensure this is not forgotten.

Oakridge Green Site- Construction yard application

After it was mentioned that the two sites in Oakridge may be developed upon, I asked both Geraldine and Karen Tricky what process the Parish could employ, or we as a district, to try and prevent one site becoming a precedent for the second. Karen said her role only extended to protect the legal actions of the council and couldn't advise parish councils.

Having found out on Thursday at a meeting that she is leaving, I shall be following up with her replacement to ensure no cases are lost in the transition and understand whether the new contact is more amiable to such support.

I further explained that the one site is applying for a *change of use* into a builder's yard, having been able to identify the fact that it has been used for this purpose for several years - avoiding the context of volume and frequency. I am exploring this element using Geraldine to see if we can add colour to the situation.

Little Sherwood - Tunely

Roger came to me, along with a neighbour of the site, to voice concerns that the green pasture field was become a dumping site for construction materials. I forwarded these concerns to Geraldine and have since followed up but received no response or answer when I call in. This is not unusual as the planning officers are often off-site. I have reached out to the enforcement contact who assisted with both the old Rabbit farm, Catswood as well as the Gifford Circus hardcore area. I will revert their answers and any steps that can be taken to try rectify this breach as soon as I hear more.

Bisley Windy Ridge Play Park

Further to the discussion around safety and cleaning of the local Windyridge play area, I have been working with the Bisley members of the Parish council to address a few concerns.

1. Must we have the 'No Ball Games' sign current in place?- I pointed out that SDC don't own it and can't enforce this.
2. Longer term, can we use the other piece of land to the side of the park to extend the equipment?

After some chasing and working around the officers annual leave, we have finally received some feedback: *If the play area is owned/managed by the Parish Council then no they do not have to keep the "no ball games" sign there. I do not know the history of why the sign is there. The land adjacent to the play area*

belongs to Housing so it may have been a Housing Officer that arranged for the sign at that time in response to complaints from residents.

As the land belongs to Housing I have cc'd in Michelle who could advise if they would be willing to transfer the adjacent plot of land to the Parish Council to extend the play area. The grass is currently on the grounds maintenance contract as public open space.

I would advise however that given the proximity of the adjacent house that any additional equipment should be unobtrusive and suitable for children up to 8 years of age only.

The next steps were for me to follow up with Michelle and discuss whether they would be open to this sort of arrangement.

I have requested her time WC 5th Nov to discuss things further after receiving no further communication for several days.

Farleys Close

To provide background, the Clerk approached me with a concern that post was being delivered to the incorrect addresses within the Brockley Acres set of homes due to the new addition of Farleys Close not being registered correctly with the post office or SDC.

I have had a conversation with an officer at SDC who has advised the following facts:

Farleys Close has never been named as an official street name. It never will be because it is not a street, but more of an access or driveway. Therefore, the District Council has no statutory duty to erect street nameplates. Quite how Farleys Close was allowed to come into existence, is a concern. If the site were being developed now the properties would be allocated numbering on Brockley Acres, even if that necessitated the use of the alphabet suffix. Also, from a Royal Mail perspective, there is number duplication on the same postcode. There are two nos.1 and 2 on GL6 7DU. The possible solutions would be:

- *Allocation of a revised postcode by Royal Mail. This is the most feasible option but will probably not entirely stop deliveries going to the wrong place. The residents could object too.*
- *Re-number nos.1 and 2 Farleys Close directly to Brockley Acres. The residents would have to agree to that, which is probably unlikely.*

The displaying of a street nameplate either in official format or in a manner that implies an official street name, is contrary to legislation and action could be taken to force removal.

There is no easy solution. I have found correspondence from 2005. Mr Farley was advised then by colleagues no longer working for SDC that the property he had built had to be numbered or named to Brockley Acres. He adamantly refused that saying that it was Farleys Close and it wasn't on Brockley Acres. The compromise we ended up with was that 1 Farleys Close would be the house name and Brockley Acres would also appear in the address. Royal Mail really should have allocated a postcode other than GL6 7DU at that point.

Parish Council Accessibility

I was speaking to the Clerk about how Bisley could include provisions/ a strategy for those that struggle to hear the conversations had by Parish councillors who turn to each other to speak in one continuous dialogue. I realised changing the physical layout of the room would be at the detriment of the meeting, but I would like to think it would allow us to be more inclusive.

Cllr Tim Williams.

I have engaged in discussions with SDC's Facilities Management Officer, Rob, about their processes and strategy for tackling such matters. My intention was to understand whether there is any funding for district residents to ensure that all members are treated equally at meetings. I put the emphasis on the ability for me to do my job correctly to prompt SDC to fund it.

Rob advised me of the following:

You can purchase portable induction loop amplifier kit for about £115.00

Due to you are trying to communicate your district report to Parish / community- would purchasing the kit improve the service that you deliver and maybe covered by Democratic Services.

I would be interested to know the Parish councillors' thoughts.

Contractors

Roger brought me a question about local businesses tendering at SDC without stumbling on requirements only able to be fulfilled by larger contractors or, after a lengthy process, for the decision to be rushed at the end when deadlines over-run. I spoke to the chair of the committee heading up a working group tackling this exact matter.

The facts and finding of this working group are being concluded and will be reported back to council at the next meeting.

Follow up steps

- Meeting with Michelle to discuss the next steps for the park (Date TBC)
- Follow up with Enforcement Team referencing Tunley.
- Geraldine conversation about Oakridge site (having had little luck from the legal perspective)