

**MINUTES OF THE MEETING OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL HELD ON  
WEDNESDAY 6<sup>th</sup> February AT BISLEY WI VILLAGE HALL**

<b>Present</b>	Mike Bell		Chairman
	Lesley Greene	}	
	Hazel Saunders	}	Bisley Ward
	Dave Partridge	}	
	Mr R Brooks	}	
	Mike Eccott	}	Eastcombe Ward
	Jenny Exley	}	
	Roger Budgeon	}	
	Dennis Robbins	}	Oakridge Ward
	Rod Simcox	}	
	Mrs D Meredith		Clerk

- 6.2 1. **Apologies for Absence**  
Apologies for absence were received from County Councillor Keith Rippington, District Councillor Tim Williams, Parish Councillor Martin Brown.
- 6.2 2. **Declaration of Interests**  
Expenses payments for authorisation – Lesley Greene.
- 6.2 3. **Approval of the Minutes of Meeting held on Wednesday 9<sup>th</sup> January**  
Minutes of the previous meeting held on Wednesday 9<sup>th</sup> January 2019 having been circulated to all councillor were approved unanimously.
- 6.2 4. **Matters arising from the Minutes of Previous Meetings**  
Letter was sent by the Clerk to planning officer Sarah Carruthers re Bakers Paddock on 24/01/19 – it was reported to the meeting that dog waste from the site is currently taken to the waste bins in Oakridge.  
Bisley Beer Festival – Bis’up – details from the Committee were forwarded to council by the Clerk.  
Chalford NDP information and costs has been received and forwarded to all.
- 6.2 5. **Co-option of new Councillor for Eastcombe Ward** – Bob Brooks proposed the co-option of Scott Sissons as new Parish Councillor for Eastcombe Ward. Council agreed and welcomed Scott.
- 6.2 6. **Public Participation** – Members of the public are invited to address the Council.  
A member of the public asked for clarification on item 10c). The Clerk confirmed that this is the tennis court at Oakridge.
- 6.2 7. **Agree Parish Council response to the following Planning Applications**
- a) **S.19/2765/TCA - Bear House, Bisley – No observations**  
Cupressus (T1) - fell. Close to house & in poor condition. 2x Thuja (G1) - Fell to increase width of drive. Replace with new, narrower hedge.
  - b) **S.19/0030/LBC - 2 George Street, Bisley – Support**

To replace 3 front windows entirely in a like for like design

- c) **S.19/0020/TCA - Hartwell Cottage, Wells Road, Bisley – Comments only**  
Holly (T1) - Comment Only:  
If permission is granted to fell this Holly the Parish Council requests a condition on the permission that a semi-mature replacement holly that bears berries is planted, so that there will be no interim loss of a food source for local wildlife.
- d) **S.19/0035/LBC - 2 Wellesley Cottages, Wells Road, Bisley – Support**  
Listed Building Application  
Description:
  - 1. Replacement of Cotswold Stone Tiled Roof
  - 2. Lining of Chimney.
  - 3. Restoration of Inglenook Fireplace. (390424 - 205837)
- e) **S.19/0085/HHOLD - Fennells Farm, Lypiatt – Support**  
Two storey extension and infill of existing porch (388099 - 206224)
- f) **S.19/0074/FUL - New Homestead, Middle Hill, Eastcombe – Support**  
Erection of dwelling
- g) **S.19/0131/TCA - Lion House, Holloway Road, Bisley – Support**  
Fell to ground level 3-off Leyland cypress (leylandii)
- h) **S.19/0134/HHOLD - 2 Hampstead Buildings, Cheltenham Road, Bisley -**  
Demolition of rear porch and erection of single storey extension, new timber windows throughout dwelling house – Lesley Greene to feed back after checks with conditions

The Chairman reported that Parish Council comments have been sent in to SDC regarding Lyday Close, Oakridge and confirmed that the application is going to planning committee – no date received.

6.2 8. **County Council Matters - Councillor Keith Rippington**

None.

6.2 9. **District Council Matters – (Councillor Tim Williams)**

To receive a report from District Councillor Tim Williams Annex A – the Chairman read this out for the members of the public. Hazel Saunders agreed to join SDC on their site visit to Windyridge when the date is confirmed.

6.2 10. a) **Set date for Annual Parish Meeting – Clerk and Councillors** - A date was set for 3rd April 2019 at 7pm in Bisley WI Village Hall.

b) **Chalford Hill planning application feedback – Clerk** – The Council discussed the application for 31 new properties in Middle Hill, Chalford Hill. Councillors are to send their comments to the Clerk by 07/02/2019 latest for issue to SDC and Chalford Hill's Parish Clerk that day. In summary the Council is concerned about the increase in local traffic, particularly in Bisley, yet more small pockets of land being built on, urbanisation and the impact on mature trees on site, therefore objects to the application.

c) **Agree annual Bisley Community Tennis Court fees – Clerk** – The clerk asked the council to review the fees, currently £15 per annum. It was agreed to increase the renewal fees to £20 in order to cover maintenance costs.

- d) **Brief verbal report/summary of key points from Town and Parish Council Forum – Jenny Exley** – An interesting report delivered and the Chairman thanked the councillor. The report is Annex B to these minutes.
- e) **Stroud Town Council – Parish Cycling Group update – Mike Eccott** – The report is Annex C to these minutes.
- f) **NDP suggested ‘Way Ahead’ strategy – Mike Eccott** – notes were issued prior to this meeting and are Annex D to these minutes. A Steering Group to produce a project plan to identify major cost elements is required. Grants have to be applied for from April, so decision on an NDP or VDS is required by then. The Steering Group, when set up, is to consist of Roger Budgeon (Rod Simcox supporting), Oakridge, Mike Eccott, Eastcombe, Lesley Greene and Martin Brown, Bisley, is to feed back to Council in April. The Chairman asked the Clerk and Mike Eccott to liaise with Chalford Parish Council to investigate their decisions then set up the Steering Group. The Clerk is to contact Horsley Parish Council to find out estimated costs incurred.
- g) **Consider a response to letter regarding Ward committees and make recommendations – Hazel Saunders** – Council discussed procedures for Wards and determined that Wards are not sub committees. Only a formal meeting is working as a sub-committee. Email discussions and individual communication is not covered by a formal meeting. Decisions are made by the whole Parish council during the monthly public meeting. Hazel Saunders is to draft a response confirming the decision that was previously made to stop formal meetings and work in the same way as the other Wards. Council agreed to make minor amendments to the Standing Orders and this will be an agenda item for March.
- i) **Wicksteed quote for jammed slider, Oakridge play area – Clerk** – Quote forwarded to the council before the meeting. Following discussion regarding the costs the Clerk is to get quotes for a replacement slider.

6.2 11. **Finance:**  
**Approve payments of account** – Council approved accounts.

<b>February Payments 2019</b>					
<b>The following payments were approved by the Parish Council</b>					
<b>Cost code</b>	<b>Details</b>	<b>Pymt Method</b>	<b>£</b>	<b>VAT</b>	<b>Total</b>
4070	<b>Stroud District Council – Garage Rent</b>	<b>D/D</b>	53.95	10.79	64.74
4000	<b>D Meredith – Clerk’s salary for January</b>	<b>S/O</b>	1065.06		1065.06
	<b>Clerk's expenses for January</b>				
4002	Clerk's mileage/expenses		18.90		
4004	Office rent December	<b>003913</b>	20.00		38.90
4000	<b>HMRC – Tax &amp; NI for January (Deborah Meredith)</b>	<b>003912</b>	173.24		173.24
4001	<b>Clerk’s Pension for January - LGPS</b>	<b>D/D</b>	378.29		378.29
	<b>R H Attwood – Grass cutting</b>				
4050	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	<b>003906</b>	17.50	144.92	869.51
4008	<b>Travel Expenses - Lesley Greene</b>	<b>003907</b>	7.05		7.05
	<b>CR Signs - Play area signage</b>				
4261	Play area - Van Der Breen Street		20.00		
4263	Play area - Windyridge		20.00		
4310	Play area - Eastcombe		20.00		
4446	Play area - Oakridge	<b>003908</b>	20.00	16.00	96.00
4220	<b>Waterplus - Bisley Chestergate allotments</b>	<b>003909</b>	329.88		329.88
9023	<b>Oakleigh Joinery - Pavilion windows</b>	<b>003910</b>	6553.39	1310.68	7864.07
4201	<b>Ian Trueman - remove rotten fencing from Pavilion</b>	<b>003911</b>	75.00		75.00
	<b>RH Attwood - Tree works</b>				
4263	Fell and remove conifer at Windyridge Play Area		380.00		
4201	Trim saplings and Cherry trees at Pavilion Car Park		60.00		
4210	Boundary tree and rough grass work	<b>003914</b>	280.00	144.00	864.00
	<b>Adrian Montague - walling</b>				
4401	Oakridge rebuild playing field wall	<b>003915</b>	1545.00		1545.00
4401	Oakridge walling skip hire (3 years)	<b>003916</b>	1053.51		1053.51
4315	<b>Waterplus - Eastcombe allotments (troughs)</b>	<b>D/D</b>	173.70		173.70
<b>Totals</b>			<b>12971.56</b>	<b>1626.39</b>	<b>14597.95</b>

6.2 12. **Correspondence – Clerk to report**  
Magazines distributed.

6.2 13. **Ward Reports – Ward Chairmen to report on Ward matters**

**Oakridge Ward** – nothing to report.

**Eastcombe Ward** – Bob Brooks welcomed Mr Sissons as a new Parish Councillor. Jenny Exley wants a village discussion, the Chairman confirmed that this has to be a proposal on the agenda.

**Bisley Ward** – tree work is completed at Windyridge and The Pavilion. Replacement windows are on order for the Pavilion. An agreeable quotation has been received to repair the ceiling in the Pavilion and one quotation has been received for the flooring. A high speed accident on Catswood Lane on 31st January was reported to have damaged a wall and knocked out power and telephone lines.

6.2 14. **Date of Next Meeting –**

The next Meeting of the Parish Council will be held in Bisley WI Village Hall on Wednesday 6 March 2019 commencing at 7.30pm. There being no further business the meeting closed at 9:20pm.

Annex A to the minutes of Parish Council Meeting 6<sup>th</sup> February 2019  
Report from Councillor Tim Williams

Good Evening Parish Councillors,

The report is limited this month because new budgets are being approved for the year prior to formalising our program of work.

**Fennels Farm**

Bisley Parish, Lesley Greene, brought the planning application S.19/0085/HHOLD to me to understand whether the rectangular outline on the application was referencing the hardcore surface that was disputed last year.

I sought advice from the Planning enforcement team, Ian Mallinson, who kindly advised me that the delineation being referred to is a coincidence. It denotes the outline of a field that at a point in time had not been within the ownership of the Farm. It exists in outline on Land Registry records as well as Ordnance Survey maps.

He has told me that the continued existence on the land of the hard surface raised as a concern last year, warrants another look and he will arrange for this to take place.

**Windyridge Play Area**

I have spoken to officers in the public spaces dept. who want to come out and conduct a site visit. I have offered dates and they are coming back to me once confirmed. I have said it would be good to get the PC out for this as well to ensure visibility and clarity.

**Recycling Rates in Stroud**

Stroud District Council has been asked for recycling tips from the Government after new figures revealed its residents are leading the way in England.

An Environment Minister has congratulated Stroud District Council for beating a national recycling target by a wide margin, well ahead of schedule. Dr Thérèse Coffey MP, Parliamentary Under Secretary of State for the Environment, has told the leader that she wants to know more about how the council and its waste and recycling partner has achieved a 61.2 per cent household recycling rate – up 15.7 per cent on the year before.

**Subscription Rooms in Stroud**

Stroud has agreed a deal that will secure the future of the subscription rooms and keep it under public ownership. From the end of March, it will be transferred to the Town Council and Subscription Rooms Trust.

The freehold transfers across for £1 to the Town Council and the Trust will then sign a lease agreement to take ownership.

SDC will pay up to £125,000 for repairs to the roof and pay a one-off grant of £230,000 to the Trust. The Town Council has earmarked £83,000 for costs as well.

The business and staff will be transferred direct to the Trust as well as fixtures and fittings valued at around £20,000.

### **Glamping in Middle Lypiatt**

I am supporting the agent and applicant after they requested the democratic review of their planning application. The proposal has been seen by one officer (Sarah) who is inclined to reject the proposal and is subject to further review by another, before a decision is made.

Whilst we have had a long, difficult, history with planning applications being called to DCC, we are awaiting this response prior to submitting a formal request to Tom Williams, the DCC Chair.

### **'Private Road' waste collection**

For visibility, I am supporting a family who are trying to ask SDC to collect their waste from their private road. I have seen many examples where this happens so am working with several officers and the family to try find a suitable resolve. We received word this morning from Rita Coltman, Public Services Officer, that she is reviewing this situation and for the time being, will collect the waste from the private road.

### **AOB**

**Foliage left outside Oakridge school** – Contacted and hopefully resolved, open to guidance on whether this has been the case. If not, happy to chase this up and get some boots on the ground to resolve.

Annex B to the minutes of Parish Council Meeting 6<sup>th</sup> February 2019  
Report from Parish Councillor Jenny Exley

**BRIEF REPORT OF MEETING AT SDC ON 30 JAN 2019**

**JENNY EXLEY**

*An exceptionally informative afternoon and evening.*

Afternoon comprised of a roundelay of conversations with specific SDC officers headed up by the Head of Development Barry Wyatt. @ 12 parish councillors attended and we were invited to move about to discuss with officers from specific areas of work. Due to the poor attendance it meant we all had a profitable time with each, with a max of 15 mins.

**Outcomes of conversations:-**

**Simon M and Helen Johnstone on overall strategy for the Local Plan and Review:** presented me with a hard copy of the local plan.

If we proceed with an NDP, it will go out of date, or we would need to update it, as the new Local Plan will be due out in @ 3 years time and it makes sense to dovetail in the timing of our NDP. It could just need minor updates. Contact them to check how their programme is coming along.

**He considered that if we write a Design Code instead, it will bear more weight than NDP.** I had mentioned we were 4<sup>th</sup> tier. He considered that Eastcombe had little space for development.

**See Landscape Sensitivity Areas by White Associates** which is on the SDC website- link via 'strategy'—'evidence.' (vast list of studies.) Sites had been identified in late 2017. New booklet available- lifetime homes.

(Wotten under Edge had decided against doing an NDP due to cost although one of the councillors said that he had learnt since that it can be a shorter version and this was verified by Mark from local plan policy.)

**Funding available for cycle and bridleways for new ones or resurfacing. £6-9000.** Width to accommodate pedestrians. Go along with your marked up plan.

Advised that orchards could have a separate new policy added. We should do a **localised visual assessment with unique plot positions shown on an aspirational map. Vision... objective...aspiration.**

**Pippa ...Affordable housing officer:** Only up to 10 dwellings outside the Settlement Boundary would be allowed and those for affordable housing.

She advised that a Housing need Survey (paid for by SDC?) is carried out by our PC which should go into the NDP. These would mainly be new build.

**Emma Blomfield 01453 754836 on CIL:** This does not have to be close to the development. I asked if some of this money could go towards paying a percentage of costs to replant/replenish orchard trees in their gardens. Yes as it represented the 'setting' for public enjoyment. We cannot use the money to buy land itself. We can use it for the NDP?

**Kate Russell: Conservation Officer:** There is no Conservation Appraisal for Eastcombe.(had lost many staff). If we did have this then Article 4 could be added as Bisley. She thought this to be draconian approach. **Instead Eastcombe should put together photos of positive contributions instilling civic pride. Refer to Industrial Heritage Conservation Design Guide on SDC website for typical image library.** We are allowed to take photos of private property from any lane/street.

Limewash originally covered poor quality rubble walled cottages to protect stones from erosion by poor weather. Yellow in particular.

### Evening session with Kate o'Leary

The room filled up with councillors.

**Key points from KOL:-** Background- a geographer, loves maps, a qualified Town Planner she had recently been working as Deputy Chief Officer with Surrey Hills- a rural area much like Stroud. She is community centred and wants to develop working in partnership with parish councils.

**She encourages all parishes to invite her to visit and tour the wards with Neighbourhood Wardens.**

**Andrew Cummings, Head of Finance:- 2018 onwards** ran through how SDC is funded.

Future- SDC having shrewdly banked earlier, had given them a buffer. Aims are to invest locally and encourage new resource streams. Has already been a 20% cut in staff and services. Still need to make some savings. KOL commented that the aim is to be financially sustainable and not to borrow.

**KOL on Brexit:** Govn have told SDC to prepare for 'no deal'. £35,000 to be given to SDC to aid them. **Have held Business breakfasts and more to come by invitation.**

**2000 EU residents in Stroud. By 2021 they must have applied for 'settled status'.** Those with vulnerable status will be aided by volunteer groups eg learning English. **See SDC 'Brexit' page on their website.**

**Barry Wyatt: on Local Plan emerging strategy:-**

**90% of planning applications go to appeal.**

**Every 5 years, the Local Plan must be reviewed. Also National Planning Policy Framework- just been issued (2<sup>nd</sup> version) which SDC have to comply with.**

**Expected to produce a 5 year housing supply.** No ability for SDC to enforce a developer to get on with any development. Developers are expected to use their permission within 5 years of approval, but if they request an extension they can be given it. This means that although SDC have permitted a specific number, if those are not developed that year, they have to give more permissions.

Waddon will receive the majority of housing need (SDC have to take some of Gloucester's).

40% increase in housing need for Stroud.

Due to 8 week turn round for planners to give planning permission, they have no time to consult for new cycle routes within the tight timeframe. BW frustrated by this. (His comment over our informal meal.)

Won an award for their 'cluster' approach.

**Exhibitions will be in late Autumn 2019.** These will show a more detailed level- what sites are in or out of the proposed settlements and showing roads layouts for new housing. **SDC aiming for zero carbon by 2030.**

**Nicola Swan, Monitoring Officer (interim) and legal.**

Role-explaining her temporary role. (NOTE-she has not left the council according to the presentation notes)



Annex C to the minutes of Parish Council Meeting 6th February 2019

Report from Parish Councillor Mike Eccott

**Stroud Town Council – Parish Cycling Group Update – February 2019.**

**Stroud to Chalford Cycle Path**

Two organisations invited to tender to carry out a Concept and Feasibility Study on the proposed Stroud to Chalford cycle path:

Sustrans, and Witteveen & BOS with Clifton Emery Urban Designers (W+E/CE).

Both submissions were considered at the meeting held 17<sup>th</sup> October where W+E/CE was favoured because it was felt that it was more initiative. (I have copies of these submissions).

Although the W+E/CE proposal was not such a detailed design, it was felt this was not too much of an issue as GCC will also complete a technical survey.

Costs from both organisations were in the region of £k20 but Sustrans also offered a topographical survey which would cost another £k20.

Funding sources identified as contributions to the project from Parishes, GCC, SDC and Stroud Valley Cycle Campaign (SVCC). Aim to secure £3k from Stroud, Brimscombe and Thrupp, and Chalford and to seek match funding from GCC.

The Group felt the W+B/CE proposal was more innovative and inspiring, took account of the sense of place along the Golden Valley and offered a better value for money. The group resolved to ask W+B/CE for more information before finalizing a decision and having received an updated proposal, have now decided to proceed with W+B/CE.

Funding has now been secured and will be available in April. It is expected that the study will take 3 – 4 months to complete.

**Blackness Cycle Path (The Monastery) – update on discussions and provisional quote.**

Paul Helbrow, GCC Highways has provided a quote of £25-30k to upgrade Blackness. Chalford PC are undertaking public consultation. Funding could be applied for via Highways Local, Parish Council funds, GCC capital cycle fund, or possibly SDC. The aim is to improve the Cycle and Walking route from the hilltop villages to the valley bottom where at present there are limitations especially for walkers down Toadsmoor or Old Neighbourhood.

**Nailsworth to Dudbridge Cycle Path**

Improvements to drainage and widening of narrow passing places should have started in November 2018.

Mike Eccott

5/2/2019

Annex D to the minutes of Parish Council Meeting 6th February 2019  
Report from Parish Councillor Mike Eccott

**Agenda Item 10.f) NDP 'Way ahead' Strategy**

At the last meeting I offered to try and identify the major cost elements involved in producing an NDP together with the associated grants (i.e a Business Plan). Although there is guidance information on what grants can and cannot be used for

<https://neighbourhoodplanning.org/toolkits-and-guidance/neighbourhood-planning-grant-technical-support-guidance-notes/>

I found it difficult to correlate the information contained in the above reference to our parish.

The Chairman has already suggested that a 'Steering Group' is set up comprising one Parish Councillor from each ward and a Plan Lead.

If this is the agreed way ahead then can I suggest this Steering Group instigates the following:

1. Draw up a very top level Business Plan itemising the major steps involved in producing an NDP.
2. Include in this plan the major cost elements together with which parts would be covered by grants. (Note: Grants cannot now be applied for till the new financial year i.e. April 2019).
3. Talk to Chalford PC – see below.
4. Make a recommendation to the full Parish Council on whether to proceed with producing an NDP at the Parish Council meeting in April.

Following the decision by Chalford to abandon producing an NDP, it would be extremely useful to understand why they made this decision. It is suggested that the Clerk should contact her opposite number at Chalford with the view to setting up a meeting between representatives from both councils such that we can understand the following:

- Why they initially decided to produce an NDP.
- What problems they encountered.
- Why they decided not to pursue producing an NDP.
- What they are doing instead.

(Obviously they may not wish to meet).

One final point;

SDC have advised that they will respond to comments etc made to their Emerging Strategy in March. I suspect these will be fairly broad brush and I would be surprised if they endorse our proposed suggestions and policies. However, their response may have an input into our NDP decision making process.