

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

|                |                |   |                |
|----------------|----------------|---|----------------|
| <b>Present</b> | Mike Bell      |   | Chairman       |
|                | Martin Brown   | } |                |
|                | Dave Partridge | } | Bisley Ward    |
|                | Hazel Saunders | } |                |
|                | Mr R Brooks    | } |                |
|                | Mike Eccott    | } | Eastcombe Ward |
|                | Jenny Exley    | } |                |
|                | Scott Sissons  | } |                |
|                | Roger Budgeon  | } |                |
|                | Dennis Robbins | } | Oakridge Ward  |
|                | Mrs D Meredith |   | Clerk          |

- 3.4 1. **Apologies for Absence**  
Apologies for absence were received from Lesley Greene and Cllr Tim Williams.
- 3.4 2. **Declaration of Interests** - None.
- 3.4 3. **Approval of the Minutes of Meeting held on Wednesday 6<sup>th</sup> March**  
Minutes of the previous meeting held on Wednesday 6<sup>th</sup> March 2019 having been circulated to all councillors were approved unanimously.
- 3.4 4. **Matters arising from the Minutes of Previous Meetings**  
No matters arising.
- 3.4 5. **Public Participation** – Members of the public are invited to address the Council.  
A member of the public addressed the council regarding the planning Application for the Dutch Barn, Cheltenham Road, Bisley. This application is resubmitted following SDC refusal and subsequent denial for it to go to DCC. He asked that the Parish Council to be as supportive and helpful as with the last application confirming that there are over 70 letters of support. Cllr Tim Williams has asked for the application to go to committee – also refused by SDC. The Chairman confirmed the Parish Council support for this application.  
A member of the public expressed concern with the planning application for 2 Hampstead Buildings, Bisley – this property will be sold subject to planning permission approval. The planned extension denies light to her property and her new conservatory. She informed the Council that it is difficult to appreciate the impact on no. 3 and no. 1 due to the varying ground levels so

she has provided photographs with a temporary structure to show the effect which were passed to Bisley Ward.

Four members of the public wished to make the Council aware that the planned development in Brockley Acres, Eastcombe to be out of character with existing buildings. The application is for a four bedroom house shoehorned into a small garden plot and is wholly inappropriate. It will change the character of the area and they wish the Council to note their objections to this application.

### 3.4 6. Agree Parish Council response to the following Planning Applications

- a) **S.19/0091/HHOLD - Springbank House, Tunley, Sapperton – Retrospective support** - The changes proposed in this application cannot be seen from any highway or foot path, they are not significant changes.
- b) **S.19/0461/TCA - The Chantry, Far Wells Road, Bisley – Support** - Fell trees to allow wall repair.
- c) **S.19/0429/CPE – Storage barn, land at Oakridge – Comments only - ratified** - Older residents of the parish remember this site as a market garden, many of us will remember the derelict greenhouse and sheds, however over recent years there has been little activity on the site and over the years the site has become a wildlife haven. There has been sporadic dumping on the site, and outside the entrance, Very recently there has been more activity and rebuilding of the sheds on the site.
- d) **S.19/0134/HHOLD - 2 Hampstead Buildings, Cheltenham Road, Bisley – Object** - Demolition of rear porch and erection of single storey extension, new timber windows throughout dwelling house. (Revised plans received 12.03.2019 - reduction in scale of the proposed extension).
- e) **S.19/0473/FUL - Land At Ridgeways, Fidges Lane, Eastcombe – Support** - Construction of single storey dwelling and re-alignment of existing drive.
- f) **S.19/0502/HHOLD - 1 The Birches, Oakridge Lynch, Stroud – Support** - Single storey extension, rear porch and alterations to the existing fenestration.
- g) **S.19/0511/FUL - Land at 12 Brockley Acres, Eastcombe – Object** – Erection of detached house.
- h) **S.19/0399/FUL - Dutch Barn, Calfway, Bisley – Support** - Change of use of existing agricultural building to a single dwelling (resubmission following S.17/2710/FUL).
- i) **S.19/0547/FUL – Middle Lypiatt Grange, Middle Lypiatt, Stroud - Support** - Change of use of barns to C3 Dwelling House, conversion of stables to ancillary accommodation, works to garage and conversion of menage into tennis court.

Roger Budgeon raised the issue of planning applications which come in too late for the Wards to feedback to full Parish Council prior to the respond by date. The Chairman proposed that an application in this situation is discussed at Ward level and with consultation with all Ward Planning Leads, then retrospectively agreed at full Parish Council meeting. This decision is to be approved at the next meeting.

Jenny Exley raised conditions where the Council is not required to comment on issues such as a landscape scheme when they include stone walls and fencing which are not in keeping. Roger Budgeon confirmed if landscape is on a condition for an application, it would have a DISCON and notification on it.

3.4 7. **County Council Matters – (Councillor Keith Rippington)**

Cllr Rippington made a welcome return and updated the meeting early on about his health after his stroke. Following his MRI and consultation on 14<sup>th</sup> March he was informed that he has fully recovered and recurrence is remote. He praised the NHS for brilliant service and stated that his GP has confirmed he is fit to drive. He has attended his first GC meeting and starts back fully on 3<sup>rd</sup> May. His role covers 10 parishes but he wished to update our meeting. If any emails need his attention he suggested sending them on and then left the meeting.

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

To receive a report from District Councillor Tim Williams Annex A. Hazel Saunders confirmed that Cllr Williams has tried to set up a Windyridge site meeting which has not yet been successful, however the SDC response seems positive on acquiring the land. If this happens, she noted that the grit bin will need to be moved outside the area. Roger Budgeon praised the wording of the DCC report sent by Cllr Williams regarding the glamping planning application.

3.4 9. **Matters for discussion**

a) **S137 payment to Great Western Air Ambulance Charity – Bob Brooks** – stated that as there was an underspend in the financial year in S137 payments of £200 he wished to donate this to the Great Western Air Ambulance Charity. This was approved.

b) **Parish Council policy for replacement seats and memorial benches – Chairman** - The Chairman suggested a need for a policy regarding memorial benches and seating within the Parish. Oakridge Ward burial ground has a policy statement allowing 3 more benches which are provided and maintained by the donor. Bob Brooks felt decisions should be on an individual basis and where the Parish provides seating, they maintain and remove it when necessary. Hazel Saunders agreed with the principle of benches that are provided by a donor are maintained by said donor. The Chairman suggested establishing a timescale on how long donors are expected to act on this policy as future maintainers may not be local or of the generation to remember the person in memoriam. The Chairman and Roger Budgeon agreed to discuss the situation in Far Oakridge where a member of the public instructed the Council to replace a rotten softwood memorial seat with a hardwood seat. Eastcombe confirmed that the Ward has a list of seats and locations. An approval in principle was laid out that the Council will not sponsor benches without full Council approval, this was carried.

c) **Parish Council policy for play equipment – Chairman** – with regard to the broken hanging slider in Oakridge, the Clerk is to determine the cost to replace the part removed by Dennis Robbins with a view to repairing the equipment. He stated that the Parish Council cannot provide play equipment without funding or establishing a budget for it. Maintenance on 'outside funded' equipment falls to the Parish. If the hanging slider cannot be repaired the item is to come back to Council and go to consultation.

d) **Grit bins – discuss match funding when Cllr Rippington returns – Chairman** - Highways suggested we request this and replace bins on an annual basis where

needed. The Clerk is send a memo to Cllr Rippington to suggest that we would like him to match fund 4 – 6 grit bins in each ward annually.

e) **Proposal to update the VDS with the intention to produce an NDP – Mike Eccott** - the steering group, on 14th March, discussed various merits of an NDP and concluded that updating the existing VDS with more emphasis on housing, organic growth, wildlife corridors, highways and climate change being mindful that this is a rural parish. The meeting at SDC was attended by me, Jenny Exley and Martin Brown with Simon Maher of SDC Planning Department, which was rewarding. The SDC expert on NDPs' main thrust is to establish a local demand and produce a robust plan with good planning arguments whilst consulting the SDC local plan and refine it to meet Parish requirements. Our document should not be published until the SDC local plan is produced to harmonise with it. He stated that an NDP must define policies whilst a VDS defines aspirations. Mike Eccott confirmed to the Chairman that we have an almost complete version of Chalford Hill's plan. Martin Brown said he would help the council through the process in SDC and Barbara Pond in GCC. The Chairman queried the need for a housing survey. Martin Brown confirmed that consultation is needed to determine local needs. Mike Eccott agreed to map out the first stages with support. In conclusion, the steering group recommends updating the VDS with a view to updating it to an NDP eventually with consultation process.

f) **Stroud District Road Safety Group update – Martin Brown** – now proposes to apply for a multi-site TRO to reduce speed limits in various parishes. The group proposes to acquire 2 mobile VRS signs which collect data for speeds and numbers. They would be made available to parishes who have asked for speed reductions for a week or two at a time. The group will seek matching funds from GCC but are asking parish councils to contribute £250 to become an associate member of the SDRSG and have use of the signs and assistance of the group. The Chairman wanted Martin Brown to confirm if subscriptions are annual or a one off payment. If it is a one off payment then the Parish Council agreed to join. Bob Brooks confirmed that speed monitoring is to take place in Eastcombe. Roger Budgeon asked the Clerk for the speed data from Calfway from Highways.

3.4 10. **Finance - Approve payments of account** – Council approved the accounts below.

| <b>April 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>   | <b>Paid?</b> |
| 4070  | Stroud District Council – Garage Rent             | D/D                | 56.36          | 11.27         | 67.63          | y            |
| 4000  | D Meredith – Clerk’s salary for March             | S/O                | 1065.06        |               | 1065.06        | y            |
|   | <b>Clerk’s expenses for March</b>                 |                    |                |               |                |              |
| 4002  | Clerk’s mileage/expenses                          |                    | 10.35          |               |                |              |
| 4004  | Office rent                                       | 003943             | 20.00          |               | 30.35          | n            |
| 4000  | HMRC – Tax & NI for March (Deborah Meredith)      | 003933             | 173.24         |               | 173.24         | n            |
| 4001  | Clerk’s Pension for March - LGPS                  | D/D                | 378.29         |               | 378.29         | y            |
| 4025  | BHIB - Parish Asset insurance                     | 003934             | 1258.82        |               | 1258.82        | n            |
| 4015  | Graduate Gardeners - Bisley Churchyard Strim 2018 | 003935             | 175.00         | 35.00         | 210.00         | n            |
|   | <b>Arb Vision</b>                                 |                    |                |               |                |              |
| 4250  | Teeds Rise - Fell dangerous trees                 |                    | 460.00         |               |                | n            |
| 4251  | Replace felled trees within Community Orchard     | 003936             | 110.00         |               | 570.00         | n            |
|   | <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             | 003937             | 17.50          | 144.92        | 869.51         | n            |
| 4200  | Waterplus - 0650175266 Bisley Pavilion            | D/D                | 25.14          |               | 25.14          | y            |
| 4201  | Homefree - Bisley Pavilion cleaning               | 003939             | 31.00          |               | 31.00          | n            |
| 4200  | Npower - Bisley Pavilion                          | D/D                | 61.65          | 3.08          | 64.73          | y            |
| 4401  | Adrian Montague - Dry stone walling Oakridge      | 003940             | 1673.69        |               | 1673.69        | n            |
| 4315  | Waterplus - 7000884201 Eastcombe Allotments       | 003941             | 8.37           |               | 8.37           | n            |
| 4460  | Waterplus - Oakridge Village Hall                 | D/D                | 35.32          |               | 35.32          | y            |
| 4010  | Petty Cash  | 003942             | 30.00          |               | 30.00          | n            |
| <b>Totals</b>   |   |                    | <b>6296.88</b> | <b>194.27</b> | <b>6491.15</b> |              |

3.4 11. **Correspondence – Clerk to report**  
Magazines distributed.

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

**Oakridge Ward** – Roger Budgeon asked the Clerk to query the entrance to Bakers Farm with Highways as the planning obligation was for tarmac but this was not done. It is now full of pot holes and he queries who is to maintain it.

**Eastcombe Ward** – nothing to report.

**Bisley Ward** – nothing to report.

3.4 14. **Date of Next Meeting –**

The next Meeting of the Parish Council will be held in Bisley WI Village Hall on Wednesday 1<sup>st</sup> May 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 3 April 2019**  
**Report from Councillor Tim Williams**

#### Parking Charges

It was acknowledged by the Stroud Concordat that charging for parking in Stroud is still needed to ensure the correct churn of visitors to the town. However, further investigation into current parking facilities, charging regime and driver behaviour needs to take place.

The following ideas were presented:

- Rebalance short term parking V long term packing in Parliament street and Brunel Mall
- Variable charges across different days (week days being cheaper/ weekends more expensive)
- Real time signage which indicates where spaces are and in what car park.

Their next meeting in March will further this discussion and arrange next steps.

#### Environmental Policy

We adopted our first E.P in 1996, this was further reviewed in 2010, 2013 and 2017. On Thursday 29th March, we reviewed this policy again in the Environmental committee.

The policy is located on the council website.

In short, the Environmental Policy is a statement of the environmental commitments of the Council. It is not about setting specific targets or identifying capital projects for future achievements. It is about agreeing a strategic context that supports the work that Stroud District Council has decided to undertake. It is also important that the Policy reflects both our compliance obligations and our environmental improvement aspirations. The Policy is a framework or Golden Thread from which more detailed and specific policy documents and business plans can be made. It also sets out the expectations for suppliers and contractors.

I questioned the Director of Development services on the timescales and steps involved in obtaining an accreditation to ISO 14001:2015. Over the next few months Bristol City council will consult with Stroud and hopefully be nearing completion by October when the auditors have visited.

#### Chalford Design Statement

I had the pleasure of giving full support to the Chalford Design statement. Further to that, I took the opportunity in the meeting to thank them for their taking the time to consult and offer guidance to other parishes.

The document was so detailed, SDC have decided to upgrade it to “full supplementary planning status”- making this the first one of its kind in the district.

#### Environmental budget

Although the Multi Service Contract (MSC) still has a £411k overspend, the underspends elsewhere in the budget has significantly reduced the overall overspend.

The adjustments to the budget for the MSC in 2019/20 onwards should significantly reduce the risk of an overspend in future years as the budget is now in line with the agreed contract sum for the year.

For reference, below are the departments and their budget usage:

- Statutory Building Control – (£134k) underspend
- Environmental Health – (£223k) underspend)
- Health Service. Development Control – (£7k) underspend
- Economic Development – (£36k) underspent)
- Waste & Recycling – £411k overspend

Whilst useful, myself and some other councillors were applying this to our industry backgrounds by suggesting that an underspend is still a cause for concern. Commercially, if you don't use a budget you are given it is going to be threatened by reduction in the next round of budget setting. A 'use-it-or-loose-it-model' if you will.

Waste contract impact from Brexit

At the recent Brexit Breakfast Gareth (Ubico MD) explained how Brexit is having ramifications on recycle sale logistics. Whilst Stroud's paper is transported to Birmingham and other plastics and food remain in the South West, UBICO ship surplus materials through Rotterdam.

The Ubico site has enough space to store two days' worth of collections. They have made arrangements with other waste firms to lend additional storage should a new deal (Ubico commercial deal) have to be negotiated.

Bisley Play area in Windyridge

I have made arrangements for an officer to come out and meet with Bisley parish members. The relevant members were copied into an email I sent last week to allow both parties to communicate directly.

All the best,

Tim