

**MINUTES OF THE MEETING OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL HELD ON WEDNESDAY  
8 JANUARY 2020 AT BISLEY VILLAGE HALL**

<b>Present</b>	Mike Eccott		Chairman
	Martin Brown	}	
	Lesley Greene	}	Bisley Ward
	Hazel Saunders	}	
	Bob Brooks	}	
	Jenny Exley	}	Eastcombe Ward
	Scott Sissons	}	
	Roger Budgeon	}	
	Dennis Robbins	}	Oakridge Ward
	Tony Martin	}	
	Mrs D Meredith		Clerk

- 8.1 1. **Apologies for Absence**  
Apologies for absence were received from Parish Cllr Dave Partridge.
- 8.1 3. **Declaration of Interests** – Cllr Lesley Greene.
- 8.1 4. **Approval of the Minutes of Meeting held on Wednesday 4<sup>th</sup> December 2019**  
Minutes of the previous meeting held on Wednesday 4<sup>th</sup> December 2019 having been circulated to all councillors were approved unanimously.
- 8.1 5. **Matters and actions arising from the Minutes of Previous Meetings**  
The Chairman proposed that matters and actions arising from Minutes that are not covered in the agenda will be listed as bullet points in the next Minutes to ensure actions are not lost. Carried.  
4.12 10a) The Clerk is awaiting the contact details for the landowner.  
4.12 10c) The Clerk is awaiting quotes as requested to date for tree works.  
4.12 10h) The Clerk has sent 3 quotes to Bisley Ward. DP has recommended the quote for the Pavilion car park works. The Ward asked for funding from Parish Council contingency. Agreed. **Clerk to contact contractor and request time scales for the job.**
- 8.1 6. **Public Participation** – No members of the public were in attendance.
- 8.1 7. **County Council Matters – (Councillor Keith Rippington)**

Cllr Rippington apologies for his absence at the previous meeting. The GCC budget meeting for next year is 9<sup>th</sup> January 2020. He is aware that a routine Highways meeting is on Monday next week and that ideas for traffic calming

in Bisley is on the agenda. 'Martin Brown has asked Highways, if the parish pays, would they build agreed traffic-calming installations, and the answer seemed to be yes. He asked if Cllr Rippington can match fund. Cllr Rippington responded that if Highways approve the scheme, they can match fund, but both GCC and Highways have funding difficulties but will know funding available after 20th February.

He updated the council on resurfacing in 2020/21 in the area. Bismore Bridge to Dr Crouch's Road, Eastcombe, surface dressing Bisley Road to Stancombe, Holloway Road, Bisley, Quarhouse Lane, Lypiatt and Calfway, Bisley are all planned from April. Dan Tiffney from Highways has looked at issues by The Green Shop and will take forward. A big concern is Pitchcombe junction works which often has traffic light failures and the gang working are not local but outsourced from Wales.

Jenny Exley raised the surface on Toadsmoor Hill to Cllr Rippington. Mike Eccott mentioned that the GCC Local Transport Review plan is difficult to use when attempting to make comments on it. Tony Martin asked for confirmation of the size of potholes – he has been told that only holes 40mm deep and a specific diameter will be worked on leaving potholes adjacent to each other unfilled. Roger Budgeon has received a complaint by a horse rider about ruts on the bridleways caused by 4x4s. It was suggested that she writes to the Parish Council for further discussion. Springs cause problems too in the area.

Cllr Rippington told councillors to contact him prior to meetings if required via the Clerk.

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

See Annex A for notes from Cllr Williams which was issued by the Clerk.

Additionally on the pothole subject – GCC give some work to SDC as a list and Highways will only pay for those holes. Cllr Williams stated that the criteria is illogical and needs change. Cllr Rippington confirmed that the gangs only have the set amount of tarmac therefore only fix what's on the list and are penalised for not completing said list. Jenny Exley reported seeing 6 men doing one hole and hopes contractors are being monitored. Cllr Williams explained there is a fixed cost to the sub-contractors but from a public perspective does not look good.

8.1 9. **Agree Parish Council response to the following Planning Applications**

- a) **S.19/2487/TCA - Lion House, Holloway Road, Bisley** - Goat willow - Remove rotten branch – SDC Approved
- b) **S.19/2515/TCA - Penworth, George Street, Bisley** - Leyland cypress (T1) - Height reduction of 2 metres - SDC Approved
- c) **S.19/2485/HHOLD -Lydas Cottage, Oakridge Lynch** - New rear extension and removal of outbuilding - Support
- d) **S.19/2461/HHOLD - The Station House, Cheltenham Road, Bisley** - Two storey

extension and insertion of two windows – Support - Sympathetic extension in line with original building form and materials. In consideration of SDC's Carbon Neutral 2030, the local plan and emerging NDP we applaud the applicants' plans to address energy efficiency measures through maximising insulation, but also encourage them to integrate solar and/or other appropriate renewable energy measures (SDC Policy HC8)

- e) **S.19/2561/TCA - Falkland House Eastcombe Stroud Gloucestershire GL6 7DN -** Conifer tree fell - Expired
- f) **S.19/2522/HHOLD - Frithwood Far Oakridge Stroud Gloucestershire GL6 7PG -** Raise roof to add first floor rooms and connection to existing first floor - Support
- g) **S.19/2401/HHOLD - The Pigeon House Oakridge Lynch Stroud Gloucestershire GL6 7NU -** Garage conversion and provision of slab for new garage (391593-203518) - Support
- h) **S.19/2298/HHOLD - 3 Lewisville Cottages, Eastcombe - Revised application - Porch extension to the front of the property –** Support - This revised design is welcomed and addresses the issues that were raised before. The scheme allows for the porch to be ridged, which will reflect the typical design for older cottages in Eastcombe. Its position also extends to vertical mullions harmoniously. The design has achieved the interior use for a shower and toilet within the extension. The timber cladding also achieves the client's objective, although waney edge board is not usual for porches here in this Conservation Area, it is visually acceptable.
- i) **S.19/2641/TPOREQ - The Knowle, The Broadway, Oakridge Lynch - Tree preservation order for two Yew Trees –** no response needed  
**S.19/2635/FUL - Land At Far Oakridge House, Far Oakridge, Stroud, Gloucestershire - Erection of single dwelling –** Object - There is insufficient parking space for vehicles as proposed, site shows no space for off street parking, the garage is very narrow and will not accommodate any vehicles larger than small cars. The road is single track with grass verges, there is no space to street park.  
The property already has a cottage in the grounds which is used as B&B we feel that this proposal, which at 150m<sup>2</sup> on two floors, is not a small dwelling. Whilst this proposed dwelling is placed in the middle of the drawn site it is much closer to the neighbours than to Far Oakridge House. The lack of vehicle off road parking will have a significant impact on the surrounding properties and visual the Cotswold AONB rural street scene. There are no public transport services so there is no alternative to vehicle access. Far Oakridge House has significant Arts and Craft Movement connections and this proposal will have a significant impact on the setting of this house.  
The proposal fails to comply with Policies, CP1 – 1, CP4 – 1, CP5, CP14 – 7, HC1, HC7, ES10 If the Council is minded to support this application we request a condition be applied that property should only be occupied as a fulltime residence and not as an additional holiday cottage on the site. Allowing an additional holiday let would change the use of the site from a domestic residence to a commercial business.
- j) **S.19/2582/FUL - Land Opposite Holloway Cottage, Nashend, Bisley - Change of use of a disused rural building into a residential dwelling house –** Support - We

support this application for a change of use because it aligns with

- Core Policy SDC Local Plan (Review) supports .....“At all Tier 3(a) and 3(b) settlements....single plots: affordable self-build or custom homes.....”
- The Parish Council proposes an addition to SDC Local Plan Review CP15 in which a new dwelling “Maintains the use and occupation of the land enabling the continuation of a local family within the community”.
- SDC Local Plan Review DCH2 Supporting Local Rural Communities
- SDC Local Plan Review Core Policy CP15 Reuse an existent disused/redundant rural building
- NPPF Para 79 Promoting sustainable development in rural communities now states that isolated homes shall be avoided unless certain criteria including the ( C) “reuse of redundant or disused buildings...” is met . This meets that criteria.
- CSDC Local Plan Review Core Policy DCP1: Minimises the need to travel – the applicant and family live in Stroud but main breadwinner’s carpentry workshop is in Oakridge

The Parish Council NDP first stage consultations came out with a very strong local voice in support of allowing permission for small affordable dwellings, particularly for young families and the elderly.

This application is for change of use to a small dwelling, reusing a redundant (partially converted) barn and currently maintaining the existing footprint of the building. The applicant works in Oakridge (2 miles away) and his family would move and use Bisley village facilities, thus enhancing the sustainability of the Bisley community.

If change of use permission is granted the Parish Council would like SDC to:

- Condition the consent to remove any permitted development rights so that any future extension or changes would require full planning permission.
  - Condition the consent and future planning permission (if granted) that this building is to be for the sole use and occupation of the applicant and his family and cannot be used for holiday lets or rental accommodation
  - Any future changes/applications integrate maximum insulation (and add renewable energy systems if possible) in the dwelling to reduce energy use and fulfil SDC’s target of Carbon Neutral 2030
  - Any future changes / applications ensure that any additional / new lighting for the building is nil or absolutely minimal to conserve Bisley’s historic Tranquillity and Dark Skies policy VDS L3, and bulk up hedgerows to ensure that there is no absolutely no light intrusion on the households across the valley in the lower part of the village opposite.
  - Any future change/applications undertake a bat / ecological survey
- Finally we are surprised the applicant did not undertake a pre-application consultation.

There are no neighbourhood objections at time of writing.

- k) **S.19/2717/LBC - Middle Lypiatt House, Middle Lypiatt, Stroud - Removal of render from rear gable and repair of revealed stonework** – No observations

## 10. Matters for discussion

- a) **Approve Ward budgets for 2020/21 Precept submission** – Due to queries in increases in

precept, the Chairman proposed that the Finance Sub-committee meets to satisfy that figures are realistic. This was carried. He asked Scott Sissons to join the meeting. The Clerk is to suggest dates to committee members.

- b) **Eastcombe Recreation Ground repairs – quote approval – Scott Sissons** – Having attended the Wicksteed inspection at Eastcombe Recreation ground, the follow up report highlighted medium risk issues to address. Quotes received for the remedial works ranged from £1100 to £4700 approximately. The Ward suggests the Parish Council accepts the lowest quote. Carried.
- c) **Parish response to the SDC Local Plan – Mike Eccott** – Big step change in issues in current local plan means the parish response has not progressed as quickly as hoped. A meeting for the NDP Steering Group is on 13<sup>th</sup> January to finalise the comments made so far. The group will circulate for final comments to full PC and submit before the deadline of 22 Jan. Any comments please by Monday to him.
- d) **GCC Budget Consultation – reminder - deadline 17/1/20 - Clerk**
- e) **Update on Stroud Town Council’s Parish Cycling Group Meetings – Mike Eccott** – brought the meeting up to speed on the Inspiration Study on Stroud to Chalford cycle way. A report is issued but not for public consultation. A working group is to be set up to look at how to progress the study. Two sections are involved - one will concentrate on Stroud to Chalford and other to improve cyclists lot in general in the area. The Chairman will continue with input into second one. The next meeting is 22 Jan with Martin Brown attending instead of Mike Eccott.
- f) **Start process for the vacancy for Parish Councillor, Oakridge Ward – Roger Budgeon – A vacancy exists on the Ward for a Parish Councillor. Normal process to advertise vacancy, but anyone applying will have to come forward to the February meeting then be adopted in February or March but have to stand for re-election in May. Difficult to co-opt at this stage. Bob Brooks said Stroud District has to issue a letter of vacancy and the Clerk should proceed with this. Carried.**
- g) **Parish Web Site – Web Content Accessibility Guidance – Mike Eccott** – linked to item 9j.
- h) **Eastcombe Ward tree planting aim – Jenny Exley** – 3 quotes were obtained for Eastcombe. Jenny Exley is to meet with a representative from the football and cricket clubs regarding planting positions. The Ward quotes will be higher than Bisley and Oakridge. She asks for approval to take the lowest tender including maintenance figures following a successful site meeting first. Carried. Her plans for Educational Tree talks needs to be next year now – Lesley Greene agreed.
- i) **Approval to appoint GAPTC for internal audit – Clerk** – carried.
- j) **Communication within the Parish – Tony Martin** – linked to 9g – The Chairman is concerned with current website accessibility compliance. Bob Brooks stated it is to do with accessibility and screen reading for visually impaired. Current site has ability to do this, but may not meet the latest standards. Requested that the Clerk ask GAPTC who supplies websites for Parish Councils within the county. Once identified GAPTC should ask these companies if their websites comply. The Parish Council can then get a quote from one of those companies to ensure our compliance before September 2020. Tony Martin suggested this is a good chance to update website and attract younger people to it. Also a communication detail – there’s a requirement in the NDP to be able to get more involved in processes from the Parish and suggested a database of email addresses for those interested residents. Suggestion of compliance within GDPR and ICO document mentions email addresses and the use of ‘.gov.uk’ emails for councillors. This would improve ease of access

for FOI requests and is noted as best practice. Hazel Saunders suggested the topic was further discussed at the next meeting. **Clerk to put on agenda and contact GAPTC and CIX.**

## 8.1 11. Finance –

a) **Approve payments of account** – the following payments were approved.

<b>January Payments 2020</b>					
<b>The following payments were approved by the Parish Council</b>					
<b>Cost code</b>	<b>Details</b>	<b>Payment</b>	<b>£</b>	<b>VAT</b>	<b>Total</b>
4070	Stroud District Council – Garage Rent	D/D	56.31	11.26	67.57
4000	D Meredith – Clerk’s salary for December	S/O	1108.11		1108.11
	<b>Clerk’s expenses for December</b>				
4002	Clerk’s mileage/expenses		2.70		
4004	Office rent	004061	20.00		22.70
4000	HMRC – Tax & NI for December (Clerk)	004062	180.15		180.15
4001	LGPS - Clerk’s Pension for December	D/D	393.12		393.12
4008	Lesley Greene - Cllr RFS Membership as tree warden	004063	57.50		57.50
	<b>R H Attwood – Grass cutting invoice 4746</b>				
4050	Playing Fields and Bisley play areas		466.67		
4250	Teeds Rise		0.00		
4221	Bisley Allotments		32.50		
4265	Bisley Pavilion and Windyridge Play Areas		73.33		
4400	Oakridge Burial Ground		80.00		
4403	Oakridge, Waterlane Play Area		26.25		
4405	Oakridge Footpaths, Village Greens		105.00		
4421	Oakridge & Far Oakridge Allotments		32.50		
4406	Oakridge Fountain Piece		23.33		
4407	Strim Oakridge Play Area Soft Surface	004064	20.00	171.92	1031.50
4006	Eastcombe Village Hall - NDP meeting hire	004065	28.00		28.00
4015	Graduate Gardeners - Invoice 18066	004066	217.50	43.50	261.00
4016	Graduate Gardeners - Invoice 18047	004067	53.33	10.67	64.00
4006	RFS Invoice 325 - NDP Teaching Trees donation	004068	375.00		375.00
4460	Waterplus Inv03210510 - Oakridge Village Hall	D/D	56.21		56.21
4410	Waterplus Inv03272728 - Oakridge Village Allotments	D/D	21.53		21.53
4420	Waterplus Inv03273688 - Chestergate Allotments Bisley	D/D	32.09		32.09
4315	Waterplus Inv03273611 - Eastcombe Village Allotments	D/D	21.50		21.50
4410	Waterplus Inv03272129 - Far Oakridge Allotments	D/D	37.23		37.23
4201	Homefree - Bisley Pavilion cleaning invoice 41485	004069	124.00		124.00
4008	Lesley Greene - expenses for collection of trees	004070	9.90		9.90
4055	Unipar Services - repair of VAS sign	004071	296.50	59.30	355.80
4200	Npower - KGV Pavilion	D/D	16.86	0.84	17.70
4001	LGPS Pension Fund Invoice - final calculations report linked to joining		750.00	150.00	900.00
4201	Homefree - Bisley Pavilion cleaning invoice 41521	004072	124.00		124.00
<b>Totals</b>			<b>4841.12</b>	<b>447.49</b>	<b>5288.61</b>

8.1 11. **Correspondence – Clerk to report**

None received.

8.1 12. **Ward Reports – Ward Chairmen to report on Ward matters**

Bisley – A ballot has been taken to ask where The Pale Horse filming donation should be spent and the results were 149 to 21 to spend on traffic calming over playground improvements. SDRSG VAS is on the Cheltenham Road for ten days and should be on the calendar in a few months for reuse. The Speed Watch Group consists of a dozen people and have discussed the possibility about buying their own VAS.

Oakridge – nothing to report.

Eastcombe – Jenny Exley commented that property The Banks planning application MINAM asking to change blue engineering brick to render. Support amendments.

8.1 13. **Date of Next Meeting –**

The next Meeting of the Parish Council will be held in Bisley Village Hall on **Wednesday 5<sup>th</sup> February 2020** commencing at 7.30pm. There being no further business the meeting closed at 9:30pm.

**Annex A – notes from District Councillor Tim Williams**

1. Environmental committee meeting to take place 5.12.19
2. Ward Councillor to ask why SDC were making residents in Bisley High Street sign an indemnity contract to absolve UBICO LTD of any blame if they damaged utility pipes under the road surface.
3. CEO of SDC planned to go out on-site with ward councillor in December (Diary allowing) .
4. To be noted that the Trellis property has been withdrawn from the planning application.
5. Several road / safety complaints raised on behalf of residents to the County Councillor.