

**MINUTES OF THE REMOTE MEETING OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL HELD ON
WEDNESDAY 6 MAY 2020 USING ZOOM SOFTWARE**

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

- 6.5 1. **Apologies for Absence**
Apologies for absence were received from Parish Cllrs Dennis Robbins, Dave Partridge and County Councillor Keith Rippington
- 6.5 2. **Declaration of Interests** – None
- 6.5 3. **Approval of the Minutes of Meeting held on Wednesday 4th March 2020**
Minutes of the previous meeting held on Wednesday 4th March 2020 having been circulated to all councillors were approved unanimously whilst acknowledging that the Annual Parish Meeting and Parish Council Meeting noted to happen in April were cancelled.
- 6.5 4. **Matters and actions arising from the Minutes of Previous Meetings**
The application of .gov.uk email addresses exists for councillors who wish to make use of them – Tony Martin was the first successful set up. There was concern about the long term storage of emails, CIX the provider, will store for a period of time. Some councillors will store through their own email software. Councillors with the new email address to contact Bob Brooks for website upload of the details.
All Ward Annual Reports and Financial Summary to go onto website by Bob Brooks with a covering report. An NDP update is to be sent to him for uploading by Tony Martin.
- 6.5 5. **Public Participation** – No members of the public were in attendance.

- 6.5 6. **Agree Parish Council response to the following Planning Applications**
- a) **S.20/0389/FUL** - Parlour Farm Bisley Road Stancombe Bisley Gloucestershire GL6 7NH
Respond By: 25/04/2020 – response issued to SDC – **support**
 - b) **S.20/0644/HHOLD** – Frithwood Far Oakridge Stroud Gloucestershire GL6 7PG
 - c) Respond by 28/04/2020 – response issued to SDC - **support**
 - d) **S.20/0677/LBC** - Waterlane House Waterlane Oakridge Stroud Gloucestershire GL6 7PN
- respond By: 05/05/2020 - **support**
 - e) **S.20/0783/LBC** - Througham Slad Lodge Bisley Stroud Gloucestershire GL6 7AW -
respond By: 19/05/2020 - **support**

7. **Matters for discussion**

- a) **Verge cutting – Roger Budgeon** reported that there are general problems in Oakridge with residents using rocks and railways sleepers as barricades on verges and using them as loading areas. Additionally there are issues with the timing of cutting of verges. He reinforced the view that the Parish Council supports, as with GCC, that verges are not cut until the end of July with the exception of visibility splays. Roger Budgeon asked SDC Cllr Tim Williams about their involvement with verge cutting. Cllr Williams confirmed it was very little. Jenny Exley informed council that the verges in Fidges Lane, Eastcombe are generally maintained by the residents there.
The Clerk is to inform Highways and add the information to the Ward magazines.
- b) **Parish Council response to local signs regarding unnecessary travel to villages – Hazel Saunders** – reported that these are inaccurate documents and are not anything to do with the Parish Council. They are fly posters, Martin Brown reported that residents have objected to them. The Clerk has notified the Neighbourhood Warden.
- c) **Parish Council allotment tenancy agreement bonfire update – Lesley Greene** – proposed a draft motion to ban bonfires on Parish Council owned allotment sites and land. It was agreed that during the COVID-19 pandemic there will be a ban on bonfires on allotment sites in the parish. This will be reviewed post pandemic. Clerk to notify tenants.
- d) **Feedback from Thomas Keble Astro-turf public meeting – Scott Sissons (details to be circulated)** – Mike Eccott thanked Scott Sissons for attending the meeting and his notes. Thomas Keble School wants to provide a community and club facility on site using astro-turf and would welcome any local support for their bid. Glenn Price, Head of PE at the school can be contacted for plans. Some councillors are against the use of astro-turf as the material is plastic based. Mike Eccott said we would wait for any proper plans to comment on in the future.
- e) **S137 budget amendment – Bob Brooks** – proposed an increase of the current S137 Community Grant Budget from £2050 to £2750. This is due to local charities being cash strapped due to charity shops closing in the lock down period. He proposed additional grants to the Stroud League of Friends in lieu of the NHS emergency fund, Longfields and Sue Ryder hospices, all valued by local residents. Lesley Greene suggested increasing to £3000. The motion was carried.
- f) **Approve quote for ongoing tending of new trees in KGV playing field to come from parish tree fund allocation – Lesley Greene** – the newly planted copse requires maintenance and during the lock down period. She has a quote for £50 for the initial visit and subsequent visits at £40 and seeks council approval for these monies to come from the tree allocation fund. The motion was carried.

6.5 8. Finance –

- a) **Approve payments of account** – the following payments were approved. Cheques will be taken to Mike Eccott for signing, then Bob Brooks who will return them to the Clerk.

May Payments 2020					
The following payments were approved by the Parish Council					
Cost code	Details	Pymt Method	£	VAT	Total
4070	Stroud District Council – Garage Rent May	D/D	56.73	11.34	68.07
4000	D Meredith – Clerk’s salary for April	S/O	1117.47		1117.47
	Clerk's expenses for April				
4002	Clerk's mileage/expenses		8.55		
4004	Office rent	004108	20.00		28.55
4000	HMRC – Tax & NI for April (Deborah Meredith)	004110	168.99		168.99
4001	Clerk’s Pension for April - LGPS	D/D	377.70		377.70
	R H Attwood – Grass cutting (new contract figures)				
4050	Playing Fields		455.00		
4250	Teeds Rise		37.50		
4221	Bisley Allotments		32.50		
4265	Bisley play areas box mow		73.33		
4400	Oakridge Burial Ground		80.00		
4403	Oakridge Waterlane play area		0.00		
4405	Oakridge Footpaths and greens		105.00		
4421	Oakridge & Far Oakridge Allotments		32.50		
4406	Oakridge Fountain Piece		23.33		
4407	Strim Oakridge Play Area Soft Surface	004111	20.00	171.83	1030.99
4040	CPRE annual membership	004112			36.00
4219	Stroud Valley Project allotment refund (they overpaid BA)	004113	25.00		25.00
4040	National Allotment Society annual membership	004114	55.00	11.00	66.00
4465	Oakridge Village Hall Trust - Pavilion electricity	004115			59.56
4037	James & Owen Ltd - office supplies delivered	004116	19.54	3.90	23.44
4315	Waterplus INV03609527 Eastcombe Allotments 7000884176	D/D	21.81		21.81
4220	Waterplus INV03610459 Bisley Allotments	D/D	14.27		14.27
4410	Waterplus INV3615624 Oakridge Allotments	D/D	29.35		29.35
4410	Waterplus INV03610631 Far Oakridge Allotments	D/D	27.84		27.84
4315	Waterplus INV03705137 Eastcombe Allotments 7000884201	D/D	5.71		5.71
4201	Homefree - Bisley Pavilion cleaning	004117			124.00
4116	Gardiners - Tree planting & Maintenance Eastcombe	004118	845.00	169.00	1014.00
4467	W. Pankhurst - blacksmith works on kissing gate, Oakridge	004119			380.00
4036	Viking - office equipment	004120	55.17	11.03	66.20
4030	Ethical Internet - Bisley Community Compost Scheme	004121	50.00		50.00
Totals			3757.29	378.10	4734.95

- b) **Amend Financial Regulations to approve debit card transactions by Clerk** – the motion was carried.
- c) **Approve S137 payments for new financial year** – Mike Eccott queried the disparity of the grant to the Scouts. Bob Brooks said that the group is invaluable to the children of the parish and beyond. He stated that magazine grants are discussed with the editors. The Clerk said an application is made by the newsletters and other bodies. Hazel suggested that Busy Bees toddler group may like to apply and will contact them. Lesley Greene asked for our grant criteria and suggested that a review of the assessment.

The motion was carried to increase the budget to £3000 – Clerk to update budget figures and recipient list.

d) Approve Parish Council Year End Accounts – (details to be circulated)

i) Approve Annual Governance Statement – approved.

ii) Approve report to external auditor – approved.

Tony Martin commented that our reserve funds are too high, this was agreed.

Mike Eccott stated that our aim is how to effectively utilise the moneys.

To be discussed once the COVID-19 pandemic is over.

6.5 9. Correspondence – Clerk to report.

The Clerk asked council to approve the quote received to refurbish the parish noticeboards. The motion was carried.

The Clerk informed the meeting that County Councillor Keith Rippington has funds available for match funding projects in conjunction with Dan Tiffney of Highways. He needs to have an agreed spend by the end of May so applications to be sent to him by 14th May 2020. Council felt this was very tight but will attempt to do so. The Clerk is to ask Cllr Rippington for more time.

The Clerk has submitted an NDP Locality Expression of Interest – the first form for grant application.

6.5 10. Ward Reports – Ward Chairmen to report on Ward matters including local responses to the Covid-19 pandemic (details to be circulated)

Hazel Saunders - Bisley Ward – The response to the emergency from Bisley is that a volunteer group has been set up to support the self-isolating in the village. The shop has been very helpful. The Ward is worried about people in outlying areas who may have missed the mail drop and are unaware of the support available. She has approached the Clerk to produce approximately 100 leaflets. The allotments demand is high and the plots are being well worked. Lesley Greene reports that she has had 8-9 requests where normally she would receive 1 a year, unprecedented demand. She would like to acknowledge an anonymous donation of £50 for fuel passed to Dave Partridge in order to create a new plot. Martin Brown stated that this has created a lot of extra work for Lesley Greene and thanked her.

Bob Brooks – Eastcombe Ward – the Ward acknowledged the Eastcombe Good Neighbour Group and the Eastcombe Village Group run by Scott Sissons in their support with volunteers delivering locally. He thanked Scott Sissons for his hard work in co-ordinating the groups. The village shop and local farm shop have been very helpful across the parish. Contact details are on the page for COVID-19 – now the default on the Parish Council website. GCC has an interactive map for contact information also. Jenny Exley added planning applications of interest – land at 2 Model Cottages – outline planning application was rejected as the property is in a conservation area. She has received many emails of complaint regarding Fort View in Fidges Lane where the owner is burning waste and demolishing parts of the property, which contain asbestos, also on a Sunday. Environmental health is to follow this up.

Roger Budgeon – Oakridge Ward – He is dealing with a complaint regarding bonfires in the village. He mentioned a letter received in to the Clerk requesting parking on the Parish

Council owned Village Green next to Stokyes Close. The Parish Council decided to reject the request as parking is not acceptable on the village green. Lesley Greene asked that the council create a policy on this. This motion was carried. The Clerk is to respond to the applicant.

- 6.5 11. **County Council Matters – distribute a report from County Councillor Keith Rippington by email.** None received as GCC has not met.
- 6.5 12. **District Council Matters – distribute a report from District Councillor Tim Williams by email – a report has been distributed and is in Annex A of these minutes.**
- 6.5 13. **Date of Next Meeting – Chair**
- a) Date – 3rd June 2020
 - b) Format – to be confirmed but likely to be via Zoom – Clerk to purchase if required
 - c) Topics – produce a public participation notice whereby parishioners can join if they wish to. The Chairman is also keen to produce the list of parish assets and asked for Bisley and Oakridge to use his detailed table as a template for uniformity as the previous form is out dated.

Annex A – notes from District Councillor Tim Williams

Hello to you all, I hope you are all well and safe.

In the last few weeks activity at District Council has settled into a “new normal” and as you may have seen, we continue to collect all refuse with the exception of bulky items; most of the Business Grant money has been paid out; and other departments like planning and enforcement are doing what they are able to within the current restrictions.

The first issue was the Business Grants. To date, I have received one report in our rural community. This business would have qualified for the higher grant, except for the fact they are spread across 2 sites. I have worked with leaders to manage this and get it resolved to help the business in question. I am positive we can resolve this.

In the last two weeks, the largest issue changed to concerns about Fly Tipping and excessive bonfires. There is some good news on this, the Recycling Centre at Hempstead is due to reopen, unfortunately the site at Horsley will not because of issues controlling “Social Distancing” at this location.

I have been working with the enforcement team in Stroud to handle a growing number of complaints about bonfires. Equally, whilst visiting the sheep the other day I saw a large pile of fly tipping. Thankfully, something I can say I have not seen a dramatic increase in, whilst tips are shut. Furthermore, the enforcement team and I have also been looking at several planning infractions.

UBICO related news:

- Vehicle cleaning is taking place daily as social distancing cannot take place.
- Bulky waste, as stated above, is suspended
- Green waste renewals and applications are on hold.
- There is presently a reduction in sweeping and street cleaning services.
- Waste volume has increased by 10%
- The centre that buys and recycles has continued to operate as normal.
- £34,000 has been spent on agency staff to cope with those UBICO workers who are off.
- They have reduced workshop staff and ground maintenance staff.

In other good news, the first round of funding from central government was C.£42,000 and the second provided Stroud a further £1.2 million. This will offset this year’s estimated budgetary loss of £1.6 million.

From this weekend (8th May) there will be some lifting of the Lock Down. From a District Council perspective and the Stroud district will be involved in monitoring this. Time will tell.

We are also looking to start limited Council Meetings. The first meeting will be tomorrow which is a Q. and A. session followed by Full Council on the 19th May (originally scheduled for the 14th May.)

The Full Council meeting will consider some changes to the Constitution to enable Remote meetings and

Emergency Decision making.

Key statistics.

- Council tax rates have been reduced for some individuals in the district. The consensus is that they are approaching those already receiving support first. An amount of C.£350 will be provided. If your tax is £350, then you would have no council tax to pay.
- As above, the council is predicting a loss of 1.6 million – the combination of lower revenues and higher costs. This is offset by our support from central government of £43k & £1.2 million.
- SDC is receiving 650-700 emails per day. 75% of these are actioned the same day.
- 10 out of 362 staff are off. 3 related to COVID. With directly or indirectly I do not know.
- The business rates grant has seen C.2525 applications totalling £28 million. This started with 304 grants totally 3.4 million on WC. 13th April

Vulnerable Individuals

The Government has identified 1.5 million very vulnerable people, of which about 15,000 are in Gloucestershire. The District Council is telephoning or if necessary, visiting all of these to ensure they are okay and access what additional help they need. We can also do our part by ensuring we call our loved one and vulnerable relatives.

Planning

Although the Ebley Mill office is closed, planning officers are still working from home. Non-controversial applications are being process and work continues on the Local Plan although it is not clear that this can be completed in the current timescale set, as it requires further Public Consultation which would be impossible to do in the current circumstances.

Finally

Finally, to end on a positive, the amount of people turning to their gardens, awareness of pollinators and the reduce in emissions has show how quickly mother nature can repair herself. *Gardens' World*, amongst other programs, are doing a terrific job at promoting gardening from flats, patios, balconies and shared spaces.

The ramification of this Pandemic reach far and wide and there are continued concerns about PPE, testing and how we will move from full “Lock Down” when the time comes.

If you have any specific questions let me know, and please stay safe and encourage others to continue to follow the Governments instructions.