

**MINUTES OF THE REMOTE MEETING OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL HELD ON  
WEDNESDAY 5 AUGUST 2020 USING ZOOM SOFTWARE**

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

- 5.8 1. **Apologies for Absence**  
County Councillor Keith Rippington and Parish Councillor Scott Sissons.
- 5.8 2. **Declaration of Interests** – Roger Budgeon employs a parishioner with a planning application for review, Lesley Greene has an interest in the Anstead’s Farm planning application, Martin Brown has an interest in the Parlour Farm planning application.
- 5.8 3. **Approval of the Minutes of Meeting held via Zoom on Wednesday 1 July 2020**  
Minutes of the previous meeting held on Wednesday 1<sup>st</sup> July 2020 having been circulated to all councillors were approved unanimously.
- 5.8 4. **Matters and actions arising from the Minutes not otherwise covered in this agenda**  
**Confirmation of Ward’s individual tree wardens** – Jenny Exley for Eastcombe, Dennis Robbins for Oakridge.  
**Bisley News 9a)** – Hazel Saunders confirms this is ongoing.  
**New noticeboards in Eastcombe 9c)** – Council approved the quote from The Acorn Workshop.
- 5.8 5. **Public Participation via Zoom software** – There was 1 member of the public in attendance.
- 5.8 6. **County Council Matters** – distribute a report from County Councillor Keith Rippington by email – none received.

- 5.8 7. **District Council Matters** – distribute a report from District Councillor Tim Williams by email – Annex A to this document.  
Martin Brown queried the Througham fires as reported and the Windyridge Speeding issue. He reported that he is awaiting '20 is plenty' signs from Highways.

5.8 8. **Agree Parish Council response to the following Planning Applications**

- a) S.20/1232/TCA - The Vicarage, Cheltenham Road, Bisley, Stroud - Trees in a Conservation Area – Support (ratify) – carried.
- b) S.20/1071/HHOLD - Sycamore Cottage, Far Wells Road, Bisley, Stroud - Proposal to build new home studio / workshop. Rebuild conservatory/orangery – support.
- c) S.20/1241/HHOLD - 2 Hampstead Buildings, Cheltenham Road, Bisley, Stroud - Proposed porch – object.
- d) S.20/1293/HHOLD - Longridge, Oakridge Lynch, Stroud, Gloucestershire - Alterations to existing dwelling to provide first floor accommodation – support.
- e) S.20/1332/LBC - Kilminsters Shop High Street Bisley Stroud Gloucestershire GL6 7BA - Formation of new bathroom facilities in attic – support.
- f) S.20/1333/FUL - Ansteads Farm (Unit 3), Stancombe, Catswood Lane, Stroud - Subdivision of the existing B2 industrial unit to form five B2 industrial units – comments only.
- g) S.20/1380/TCA - Church Hill, Bisley, Stroud, Gloucestershire - Willow (Tree 1) – fell – Comments only.
- h) S.20/1382/HHOLD - Bakers Paddock Oakridge Lynch Stroud Gloucestershire GL6 7NW - Erection of detached 33sqm timber framed, flat roofed building for use in association with private dwelling – support.
- i) S.20/1411/TCA - Prospect House, Church Hill, Bisley - Conifer (T1) - Remove, excessive shading. Conifer (T2) – Remove, very poor form. Conifer (T3) - Remove due to very poor form – support.
- j) S.20/1489/LAC - Telephone Box, Eastcombe, Stroud, Gloucestershire - Consultation on removal of BT Telephone Box – object.
- k) S.20/0389/FUL - Parlour Farm, Bisley Road, Stancombe, Bisley - Change of use of land to B1 and Erection of B1c industrial building, landscaping and associated works - Object.
- l) S.20/1465/TCA - Rose Hill, Bisley, Stroud, Gloucestershire - Ash (T1) – Remove – support.

**PLANNING APPLICATION DISCUSSION ONLY REQUIRED IF COUNCIL MEMBERS DO NOT AGREE WITH THE DECISION/COMMENTS CIRCULATED PRIOR TO THE MEETING**

5.8 9. **Matters for discussion**

- a) **RBS Allotment software proposal from RBS – Clerk (document to be distributed) – carried.**
- b) **Oakridge website financial support request – Roger Budgeon (document to be distributed) –** Andrew Davison who runs the village website has asked for help in funding to the sum of £55. Bob Brooks suggested an S137 request is submitted - the Clerk will forward the form to Mr Davison. Council approved the funding request.
- c) **Approve fencing and gates quote for Eastcombe football pitch – Clerk (document to be distributed) –** one quote has been received to date however following extensive scrub and rubbish clearance on site, the Clerk is to arrange a Ward meeting and with Ian Trueman to reassess the fencing situation.

- d) Approval to use BACS online payments of bills (Financial Regulations 6.9) – Clerk** – Councillors approved this payment option including the possibility of logging in to approve an individual payment.
- e) Proposal that Town and Parish Websites produces and maintains new PC website – Bob Brooks (document to be distributed)** – Martin Brown stated that he liked the Chalford Parish Council layout more. Mike Eccott confirmed that when the website is migrated to the new format, the Clerk will manage it. Suggested a sub committee with one councillor from each Ward as this is an ideal time to update the site. Both websites will be up until changes are decided for the new one. Dave Partridge volunteered for Bisley, Tony Martin volunteered for Oakridge, Bob Brooks volunteered for Eastcombe and stated it is important the historical information is retained. Email addresses will remain the same as the domain name and the email servers will still be hosted by CIX. Carried.
- f) Tree survey tender decision required for All Saint’s Churchyard, Bisley – Clerk (document to be distributed)** – only one contact responded to the requests, Tree Maintenance. The decision to offer them the tender was carried.
- g) Parish speed-watch sign – Mike Eccott** – reported that the sign has been situated opposite Brockley Acres, Eastcombe for 2 weeks. However the batteries are not fit for purpose. He suggested 3 possible options, to do nothing, to replace with larger batteries, to purchase a modern speed sign with extra data recording functionality. Action must be agreed with Painswick PC as the sign is jointly owned with them. Martin Brown reported that Chalford PC had financial input from the Police and Crime Commissioner for their signage. Mike Eccott is to investigate options available and distribute to the council, also will approach Painswick PC and the Police and Crime Commissioner. Martin Brown confirmed that the SDRSG is coming to the parish next week and he will arrange for the signs to be set up in Eastcombe and Bisley. He will also find out the cost of purchasing one of these signs.
- h) NDP – Tony Martin** – wishes the Steering Group to resume meetings. A parish resident database needs to be designs and the GDPR privacy statement needs to be approved. Bob Brooks is not in favour of a resident’s database with permissions and feels with the current changes in planning laws, there is no value to the NDP as developers can do as they wish. Hazel Saunders stated that this is only where land is designated for development. Tony Martin stated that this would not be a full databased, but a COVID response was not set up and as a councillor he was asked about this by residents. The group is to arrange a meeting soonest.
- i) Bisley traffic calming – Martin Brown** – a report was received by council and awaiting a response from Dan Tiffney regarding a temporary barrier trial in Bisley.
- j) Eastcombe dry stone walling rolling program approval – Clerk (document to be distributed)** – Bob Brooks stated that due to the costs 3 quotes were required. Roger Budgeon stated that the quote is from a reputable waller that we currently use in Oakridge and are happy with their work quality and costs. Hazel Saunders queried whether this was budgeted for, it is not as yet. Clerk asked to obtain 2 more quotes.
- k) Discuss graveyard proposal at Eastcombe War Memorial/Baptist Chapel graveyard – Mike Eccott** – We have received notice of required work in the Baptist Chapel graveyard. Bob Brooks was asked as to the Parish involvement as this is not a closed CofE churchyard who informed the meeting that the Parish Council strims the graveyard twice a year and maintains the War Memorial as village amenities. The requested tree works are to tidy low hanging trees. The quote is over £500 for the works, Bob Brooks suggested we ask for £495 one year and £495 the next. This is to be discussed at Ward level when meeting with the groundsman about the Eastcombe fencing. Clerk to arrange.

## 5.8 10. Finance –

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

<u>August Payments 2020</u>						
<u>The following payments were approved by the Parish Council</u>						
Cost code	Details	Payment	£	VAT	Total	Paid?
4070	Stroud District Council – Garage Rent	D/D	56.73	11.34	68.07	y
4000	D Meredith – Clerk's salary for July	S/O	1117.47		1117.47	y
	<b>Clerk's expenses for July</b>					
4002	Clerk's mileage/expenses		15.75			
4004	Office rent	004157	20.00		35.75	n
4000	HMRC – Tax & NI for July	004158	168.99		168.99	n
4001	LGPS - Clerk's Pension for July	D/D	377.70		377.70	y
	<b>R H Attwood – Grass cutting invoice 4843</b>					
4050	Playing Fields		455.00			
4265	Bisley play areas		73.33			
4250	Teeds Rise		37.50			
4221	Bisley Allotments		32.50			
4400	Oakridge Burial Ground		80.00			
4405	Oakridge Footpaths, Greens		105.00			
4421	Oakridge & Far Oakridge Allotments		32.50			
4406	Oakridge Fountain Piece		23.33			
4407	Strim Oakridge Play Area Soft Surface	004159	20.00	171.83	1030.99	n
4009	GAPTC - Councillor Training	004160	50.00		50.00	n
4072	Bisley Carpenter - parish noticeboards maintenance	004161	565.00		565.00	n
4200	Npower - KGV pavilion	D/D	37.77	1.89	39.66	y
4315	Waterplus - Eastcombe Allotments (troughs) INV03875242	D/D	25.64		25.64	y
4220	Waterplus - Bisley Allotments INV03876618	D/D	17.84		17.84	y
4315	Waterplus - Eastcombe Allotments (tap June) INV03871874	D/D	6.14		6.14	y
4410	Waterplus - Oakridge village allotments INV03875151	D/D	24.08		24.08	y
4410	Waterplus - Far Oakridge allotments INV03875433	D/D	31.89		31.89	y
4015	Graduate Gardeners - Bisley churchyard grass cutting 18438	004162	160.00	32.00	192.00	n
4015	Graduate Gardeners - Bisley churchyard grass cutting 18514	004163	240.00	48.00	288.00	n
4016	Graduate Gardeners - Oakridge churchyard grass cutting 18464	004164	110.00	22.00	132.00	n
4016	Graduate Gardeners - Oakridge churchyard grass cutting 18538	004165	55.00	11.00	66.00	n
4116	Arbvision - KGV newly planted trees maintenance	004166	90.00		90.00	n
4015	Arbvision - ASC lime epicormic growth adjacent to properties	004167	410.00		410.00	n
4015	Arbvision - ASC remaining limes epicormic growth	004168	495.00		495.00	n
4040	Zoom Video Communications Inc.	by card	11.99	2.40	14.39	y
4315	Waterplus - Eastcombe Allotments (tap) INV03954101	D/D	5.93		5.93	y
4010	Petty cash top up - cash point	by card	20.00		20.00	n
4021	Bisley WI Village Hall - hire April 2019 - March 2020	004169	192.00		192.00	n
<b>Totals</b>			<b>5164.08</b>	<b>300.46</b>	<b>5464.54</b>	

Cheques will be taken to Mike Eccott for signing, then Bob Brooks, who will return them to the Clerk.

5.8 11. **Correspondence – Clerk to report – Allotment magazine to be sent to Hazel Saunders then on to Dennis Robbins.**

5.8 12. **Ward reports –**

**Bisley – Hazel Saunders** reported progress on the acquisition of the Windyridge Play Area from SDC. Documents have been signed and returned and we now await confirmation of ownership.

Lesley Greene wanted to make people aware of thefts from allotments of produce during these unusual times.

**Eastcombe – Bob Brooks** – meeting to be arranged at the football pitch and Baptist chapel with Ward councillors to discuss fencing, rubbish and maintenance. Mike Eccott reported that the litter bin by the cattle grid is rusted through, this is SDC responsibility and will be reported. Pete Tiley, neighbourhood warden to ask SDC to empty some of our public bins twice a week. Jenny Exley asked for a report re-bus shelters to be read out which the Clerk did. Bob Brooks also reported that the bin on the bus shelter is regularly overflowing.

**Oakridge – Roger Budgeon** read out a letter from a resident complaining about bonfires on the allotments in Oakridge and also vans that arrive with waste to burn. Dennis Robbins stated that bonfires are not a daily occurrence as stated in the letter. Roger Budgeon has no real proposals on this issue as he doesn't agree with bonfires, however he also has not seen evidence as stated in the letter. Dennis Robbins stated that not all garden weeds can be composted and that we have mixed messages about having fires from SDC. Lesley Greene confirmed that NASLC discourages bonfires on allotments but if they should be necessary, to use a brazier. She also reminded the meeting that parishioners can be members of the Bisley Community Composting Scheme. Roger Budgeon will acknowledge the letter and it will be an agenda item to discuss in September. Also a footpath in the village has been discussed as it is not on the mowing/strimming maintenance list for the parish and needs to be. Interest in the vacancy for a Parish Councillor has waned, so that will be left for the time being.

**The meeting ended at 9:25 pm.**

**5.8 13. Date of Next Meeting – Chair**

- a) Date – 2<sup>nd</sup> September 2020
- b) Format – Zoom

## Annex A to the minutes.

### COVID Grants

- 133 businesses have received funding totalling £1.325 million from the Discretionary Grant Fund.
- The Community Resilience Fund has now given grants totalling £45,598 to 50 community groups. There have been no new applications to the fund in the week ending 24th July.

### Customer Contact

<b>Telephone calls to SDC 20<sup>th</sup> – 24<sup>th</sup> July 2020</b>	
Total calls received	2042
Total calls answered	1933
Calls lost/terminated by caller before an answer	109
Call resolved by at first point of contact by call handler	34%
Calls redirected to SDC website	22%
Calls sent to specific services mailboxes	44%

High volume service calls were for Council Tax & Business Rates (19%), Refuse & Recycling (15%) and Housing Repairs 13%

<b>Emails to SDC 20<sup>th</sup> – 24<sup>th</sup> July 2020</b>	
Total emails received	3115
Total emails actioned same day	2102

High volume services: Revenues 22.5% and Waste services 35%

### Staff

Staff absence figures remain low.

In the week as a whole, there were 5 total absences (out of 362 staff) within the Council (1.4%) at the start of the week and this remained at 5 absences (1.4%) at the end of it.

- We had no Covid-19 related absences during the week.
- 5 employees were absent for reasons other than Covid-19 (1.4%) at the start of the week and there was no change by the end of the week with 5 absences remaining (1.4%).

Ubico

All Ubico waste and recycling services are running as normal.

Bonfires

After my recent notes in the local parish papers on the increase in bonfire complaints, I have further members of the community who have contacted me requesting I investigate their complaint. One is another commercial case where I have had to get officers from SDC (Paul and Stephen) to go and meet with the owner of the land to discuss what they can and cannot do. This is supported by weekly photos of acrid smoke rolling across the neighbouring fields. This case continues but it is looking likely it will go to court.

I will share some of the update:

... We would very much welcome local residents providing such evidence, although I should stress that we would require them to provide a Witness Statement in order to make that evidence admissible in Court, should that need arise.

To provide an update:

Paul Bowden visited two residents of the area last week. He provided an overview of the legislation and the actions that can be taken, should sufficient evidence be gained. Furthermore, because the burning was alleged to occur outside of normal office hours, he offered to ensure that officers were keeping an eye on their e-mails outside of normal working hours in order to seek to attend fires, should it be possible.

They stated:

On the date of the photo you have just sent through, I did check my phone at 18:30 to find an e-mail report of a fire at the site. Following a short discussion with Paul Bowden, we both attended the site at approximately 19:15. Despite this, we are now investigating potential offences related to the burning witnessed that night. During the visit we spoke to a father and son who were present at the site. That conversation was held under the auspices of a formal caution and the evidence will now be considered, as well as further information being gained from colleagues at the Environment Agency.

It is stated that some residents have much "worse" photos than that you have attached from the previous night? I would please ask that you encourage them to assist the Council in this matter. The fire itself was by no means the worst we have attended, but did highlight sufficient evidence to suggest that formal enforcement action may be merited. This matter will now take some time to investigate further and we would welcome any further concerns raised directly with us and any additional evidence that can be provided.

A formal offence notification will be issued on the landowner of the site shortly. Further investigation may be a little slower than it would usually be due to the restrictions surrounding Covid-19 and the use of the PACE Interview Room at Ebley Mill.

## Motorbikes

The police have undertaken several more operations to manage these motorbikes and have taken C.5 motorbikes off the road for being illegal. Having reported this over the last few months, more residents are contacting me to also voice their concerns. One stating they had 20 motorbikes near their home doing time trials through the woodland. I have reported this to the Supt. Int. and requested further support from our local officers. I can also report that from a personal perspective, some bikes have started driving through our field of wildflower mix and tearing up the ground. I have also had notes of thanks for the increased police presence in more remote areas of the community.