

**MINUTES OF THE REMOTE MEETING OF THE BISLEY-WITH-LYPIATT PARISH COUNCIL HELD
ON WEDNESDAY 7 OCTOBER 2020 USING ZOOM SOFTWARE**

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

1. **Apologies for Absence**
Parish Councillor Tony Martin.
2. **Declaration of Interests** – Cllr Robbins – expenses payment.
3. **Approval of the Minutes of Meeting held via Zoom on Wednesday 9 September 2020**
Minutes of the previous meeting held on Wednesday 9th September 2020 having been circulated to all councillors were approved unanimously.
4. **Matters and actions arising from the Minutes not otherwise covered in this agenda**
9b) Stroudwater station – Clerk wrote to GCC to ask to secure its place in their transport plan and awaits a response.
9c) Vehicle Activated Speed Sign – The Clerk wrote to GCC Keith Rippington and PCC Martin Surl to request funding.
9d) Parishioners Queries in Eastcombe – The Clerk applied to the Land Registry to ascertain ownership of the piece of land in front of The Laurels. Currently no-one owns this piece of land.
9e) Eastcombe Bus Shelter – The Clerk wrote to Cotswold Green to request a change in the bus route.
9g) Bisley traffic calming proposals - The Clerk emailed a message to Dan Tiffney and GCC Cllr Rippington.
Ward report for Eastcombe – The Clerk confirms that Wicksteed is not out of business.
5. **Public Participation via Zoom software** – There was one member of the public in attendance.
He asked if any measures can be pursued regarding the size of construction vehicles accessing sites along Fidges Lane, Eastcombe. 20 tonne lorries are

too large, needing to reverse with wing mirrors folded in leaving them unable to see and subsequently one wrote off his car.

Secondly he stated that speeding along Dr Crouch's Road regularly occurs and feels this road should be 20mph as it has a primary school situated on it. Thirdly he stated that parking around the Village Green is now dangerous with people parking on the white lines, resulting in cars being on the wrong side of the road on a now blind bend, so endangering traffic exiting Fidges Lane. Traffic ignores the give way markers and right of ways and often speed down towards the pub.

Fourthly, he pointed out that a resident has dug out council owned land to build a wall to his drive. The Chairman stated that this was in hand and that a letter to SDC planning was imminent. Regarding the other queries, the Chairman stated that residents should continue to complain to Highways. Martin Brown commented that a speed reduction requires a regulation order and costs approximately £10000. He also suggested a village speed watch group is formed, such as the one in Bisley, and that he would be happy to assist. Bisley Ward confirmed that the build outs on Stroud Road were from a planning gain in the village. Lesley Greene confirmed that construction traffic should be monitored by SDC planning. Jenny Exley asked if a one way system around the Village Green could be considered. The Chairman confirmed that our VAS will be deployed on Dr Crouch's Road in the future.

6. **County Council Matters – distribute a report from County Councillor Keith Rippington by email – none received.**
7. **District Council Matters – distribute a report from District Councillor Tim Williams by email – none received.**
8. **Agree Parish Council response to the following Planning Applications**

Planning leads' responses to local planning appeals.

Jenny Exley wishes it noted that the appeal for Fort View, Fidges Lane, Eastcombe, was dismissed. Hazel Saunders stated that Bisley Ward welcomed the appeal result to dismiss the new property in Windyridge on the garage site, however they were on the grounds of overlooking neighbours, not on the Parish Council responses.

- a) **S.20/S.20/1806/HHOLD - Windmill Cottage, Througham, The Camp, Stroud – support.**
- b) **S.20/1802/VAR - Beech Cottage, Bisley, Stroud, Gloucestershire - support**
- c) **S.20/1791/HHOLD - Long Byre, Hayhedge Lane, Bisley - support**
- d) **S.20/1867/TPO - 01/10/2020 - Pemberley, Middle Hill, Eastcombe – support with comments.**
- e) **S.20/1887/HHOLD - 07/10/2020 - Througham Slad Lodge, Bisley, Stroud – support.**
- f) **S.20/1899/FUL - Amendments to S.18/2422/FUL - 17/10/2020 - Land At Field House, Fidges Lane, Eastcombe, Stroud – object.**

g) **S.20/1905/TPO – 20/10/2020 - Todsbridge, Far Wells Road, Bisley, Stroud – object.**

9. Matters for discussion

a) **GCC million trees challenge – Lesley Greene** – GCC is committing everyone to plant 35 million trees in the county including 2 new forests. Our local MP supports this. This will encompass trees/orchards/hedgerows and will deliver 20% tree cover making the county carbon neutral for 2030. She recommends this challenge and will inform the NDP. It is important to note that ash numbers that die won't be replaced by this new planting. She asked for the Tree Strategy to go on the website as it is useful and readable.

b) **All Saints Church Bisley survey update – Mike Eccott** – the survey is now complete and the recommendations are for 'immediate, 6 months, 12 months or as budgets allow'. Lesley Greene proposed we act on immediate works and request that Tree Maintenance submit the TCAs to SDC and produce a brief for tender. The Chairman asked for immediate works, 6 months and Group 5 as a gesture of goodwill to be included. ***Clerk to email all parties concerned.***

c) **Bisley Remembrance Parade 2020 – Dave Partridge** – reported that the parade is not viable this year. He expressed concerns that the RBL has decided that the risk of a parade is too high but is prepared to pass to a small parish council. Bisley RBL has a very low membership now and a parade is a huge amount of work. There will be 30 residents attending the church service by invitation only and the wreath will be laid after blessing. Discussion is needed for next year's event. Bob Brooks confirmed that Eastcombe will meet with a very small group of 6 to lay its wreath.

d) **Garage replacement update – Dave Partridge** – quotes have been sent to The Clerk for containers to replace the current garage for storage. The proposed site is on the KGV playing field in Bisley, in a corner of the field. The unit can be disguised with planting or clad. ***Dave Partridge to obtain quotes for a stone base.***

e) **Bonfires on allotments, Oakridge – Roger Budgeon** – feels we should produce a clear policy on this due to an ongoing complaint about bonfires on the allotments. The SDC website states 'Please do not burn waste on bonfires during the current crisis'. He also stated that people burn home waste on the site which is unacceptable. Dennis Robbins stated that the complainant is unreliable as one fire occurred when the wind would have taken the smoke away from the resident and that the Parish Council banned bonfires on the sites until September only. He confirmed that tenants burn home waste there, as it is better than doing so than in the middle of the village adjacent to other properties. The Clerk read out the current allotment tenancy agreement which Roger Budgeon would like to amend slightly to read 'If the tenant is unable to compost or use local community compost schemes for their allotment weeds, they shall light bonfires to only burn materials arising from their allotment and with due respect for other tenants and neighbours and shall always extinguish bonfires completely when leaving the allotment. The Parish Council recommends the use of a brazier for less hazardous burning.' ***Clerk to update tenancy agreement.***

f) **Local windfarms – Roger Budgeon** – further to an email from the Chalford Climate Action Network, CCAN, to gauge support in providing wind turbines for energy in the parishes. He is happy to be part of this with Parish Council support and states that

this will help to address the problem of carbon production in the parishes. The Chairman stated that he could show our interest and return with their proposals for debate. The Clerk and Chairman have not yet progressed a meeting for collaboration on cross parish issues with Chalford Parish Council. **Clerk to arrange.**

g) Baptist church grounds maintenance – Bob Brooks – proposes approval for the arboristry quote for works to the upper graveyard which is not yet finalised. A TCA will need to be obtained from SDC also. He confirmed a contribution of £400 from the chapel and proposed £1000 from the Parish Council. Jenny Exley stated she does not approve the works currently proposed. Lesley Greene asked if the Parish Council was responsible for the maintenance of the graveyard, Bob Brooks confirmed not as it is a chapel and is not closed, but is part of the village amenity. Hazel Saunders questioned why one quote only was obtained. **Eastcombe Ward is to meet at site to establish contractors, the task and effects.**

h) Planning White Paper response – Roger Budgeon – stated that this is a large task to respond to the whole paper. Responses have been drafted by planning leads taking a lot of time. Martin Brown asked the council to delegate this to the NDP committee for drafting. The White Paper asks a series of 15 questions. Chairman confirmed that our PC responses need to be merged into the paper's format but ensuring our major points are included. Councillors can also submit their own documents individually for consideration. **Motion carried.**

i) Approve draft GDPR and Accessibility statements for new website – Scott Sissons – these are to ensure government legislation is met with general and specific privacy notices and policy. **Carried.**

j) Ferris Court Farm flood light – Scott Sissons – local residents have complained about a very bright light which is on all night across the Toadsmoor valley. We are a dark skies parish. Bob Brooks stated that this was an ongoing issue and environment enforcement was to take this forward. **Clerk to write to the enforcement office at SDC.**

k) Bisley road traffic calming update – Martin Brown – stated frustration at the lack of response from Highways. **Clerk was asked to call Dan Tiffney for a response prior to escalation to Chairman of the Highways Committee.**

10. Finance –

- a) **Approve payments of account** - the following payments were approved.
- b) **Inform meeting that Scott Sissons has inspected the office accounts.** Meets audit requirements.
- c) **Inform meeting that the Finance Sub Committee has met remotely responding to internal audit recommendations.** Meets audit requirements.

October Payments 2020						
The following payments were approved by the Parish Council						
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 September (incl. back pay)	S/O	1250.15		1250.15	y
	Clerk's expenses for September					
4002	Clerk's mileage/expenses		9.00			
4004	Office rent	004181	56.00		65.00	n
4000	HMRC – Tax & NI for September (incl. backdated amount)		262.40		262.40	n
4001	LGPS - Clerk's Pension for September (incl. backpay amount)	D/D	439.24		439.24	y
	R H Attwood – Grass cutting invoice 4871					
4050	Playing Fields		455.00			
4250	Teeds Rise		37.50			
4221	Bisley Allotments		32.50			
4265	Bisley play areas		73.33			
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			
4405	Grass cutting Waterlane Play area		60.00			
4320	Grass cutting and footpath clearance Eastcombe		60.00			
4407	Strim Oakridge Play Area Soft Surface	004182	20.00	195.83	1174.99	n
4325	Eastcombe Pavilion Committee - cleaning fees	004183	500.00		500.00	n
4040	GRCC - membership renewal	004184	25.00		25.00	n
4040	RFS - membership for tree wardens	D/D	49.00		49.00	y
4040	RFS - membership for tree wardens	D/D	49.00		49.00	y
4075	Rialtas - allotment software	004185	644.00	128.80	772.80	n
4425	Walker Fire - Oakridge pavilion invoice 20767252	004186	63.60	12.72	76.32	n
4200	Npower - Bisley pavilion	D/D	40.28	2.01	42.29	y
4026	PKF Littlejohn - Annual audit fees	004187	300.00	60.00	360.00	n
4075	Pear Technology - mapping software fees	004188	225.00	45.00	270.00	n
4030	Parish Council Websites - new website set up invoice 1800726	004189	1184.00		1184.00	n
4115	Tree Maintenance Ltd - All Saint's Churchyard survey inv. 39137	004190	450.00	90.00	540.00	n
4120	Mr Dennis Robbins - Tennis court maintenance	004191	80.00		80.00	n
4015	Graduate Gardeners - Bisley Churchyard invoice 18594	004192	185.00	37.00	222.00	n
4015	Graduate Gardeners - Bisley Churchyard invoice 18677	004193	160.00	32.00	192.00	n
4016	Graduate Gardeners -Oakridge Churchyard invoice 18621	004194	110.00	22.00	132.00	n
4017	Graduate Gardeners -Oakridge Churchyard invoice 18707	004195	165.00	33.00	198.00	n
4055	Land Registry - ownership enquiry for Eastcombe	CARD	27.00		27.00	y
4320	Ian Trueman - Grass cutting Eastcombe	004196	1005.00		1005.00	n
4315	Waterplus - Eastcombe allotments invoice INV04120281	D/D	6.14		6.14	y
4315	Waterplus - Eastcombe allotments invoice INV04125558	D/D	26.04		26.04	y
4220	Waterplus - Bisley allotments INV04125705	D/D	18.21		18.21	y
4410	Waterplus - Oakridge Village allotments - INV04125688	D/D	24.47		24.47	y
4410	Waterplus - Far Oakridge allotments - INV04124555	D/D	32.30		32.30	y
4075	Zoom - meeting software monthly subscription	CARD	11.99	2.40	14.39	y
4075	Toggletech - Internet security software	004197	23.28	4.67	27.94	n
4465	Oakridge Village Hall Trust - pavilion electricity	004198	54.79		54.79	n
4045	Dan Collins - Bisley website contribution (2 years)	004199	96.00		96.00	n
Totals			8607.78	676.77	9284.54	

11. Correspondence – Clerk to report – email of congratulations for the clearing and expansion of a parking area adjacent to the Eastcombe allotments. Various circulations in the office should councillors want them. New Npower contract agreed for the KGV pavilion costs.

12. **Ward reports –**

Bisley – Currently seeking quotes for decorating the KGV sports pavilion. The Ward welcomed the appeal on the Windyridge garages. A questionnaire has been circulated on requirements for the play area in Windyridge and a few have been returned. Hazel Saunders hopes to form a small group to action this task. 2 requests have been received for funding the Bisley Website to cover this year and last year. The Ward wishes to aware this. Funding of £81 for replacing the defibrillator pads on the Village Hall is needed and the Ward asked for this – carried.

Oakridge – The telephone mast application has been withdrawn.

Eastcombe – Jenny Exley produced a Ward report (annex A). The Chairman and Bob Brooks are establishing verge ownership boundaries in the Fidges Lane area. Jenny Exley requested that a draft letter re-The Banks verge reduction and Highway degradation is produced by the Clerk.

13. **Date/location/format of Next Meeting – Chair - Wednesday 5th November by Zoom.**

Annex A

Eastcombe Ward Report. Cllr Jenny Exley for 7 October meeting.

- 1) Fort View Appeal has been dismissed.
 - Attachment.
- 2) Wall by Little Pepworth in Fidges Lane and neighbours' upset by no mention to the PC prior to widening their drive onto PC green space: design of retaining wall inappropriate in blockwork; lack of drainage to it.
 - Policy is advised now for stone walling.
- 3) Accident on Fidges Lane- Mark Calverley's car written off by articulated lorry going to Ridgeways for construction of new build.
- 4) Bus shelter progress.

*Chris James 4 October 2020:-
'Progress is good*

The boxes to hold the wall garden are now completed. Next stage is the painting which will take some time.

The boards to line the walls have been cut and painting will begin shortly.

Books are coming in, probably a few more required.

Plants will be purchased later in the year once the frame painting is finished.

All looking good and making good progress.

Will come up with a completion date asap.'

'I think being realistic the painting is going to take time. I agree with Sue at Bisley farm shop that the best time to start the garden wall will be at the start of March. So I think towards the end of February the work will start to upgrade the old shelter and insert the paintings and frames for the plants along with the shelves.'

- 5) Quotation for Locality for Landscape and Visual Appraisal of Eastcombe written and forwarded to LG for submission.

- Attachment of my full brief and phase 1 in blue text.

Despite approaching 3 landscape architecture practices we have received no quotations due to furlow and loss of staff, or not their specialism, or brief was considered too large (possibly in the light of knowledge of Locality grant being too limited.)

However, Sue Illman of Illman Young, Cheltenham, called to discuss it and could provide landscape text for Phase 1, working with an historian (perhaps Fort View's specialist who was well versed in this for Eastcombe!). She could also work environmental constraints to protect any specific development areas once we have invited residents to define areas for potential development which will be later in the process. I have not yet followed up with her as yet.

I called Austinworks Design and spoke with Rachael Austin who was going to consider offering a Technician so I personally could write the text and they would help with graphics. I await her terms and conditions and hourly rates.

I also contacted Christine at Chalford PC who has supplied their technician's contact details:- a resident in Chalford called Melanie Wood. She could add the graphics for my appraisal of Eastcombe for the Locality Grant. Her email is

melaniewooddesign@icloud.com

- 6) Input to Locality Grant with a new quotation for landscape and visual appraisal of Eastcombe to be carried out by JE and a Technician.
- 7) Input to White Paper re landscape issues.
- 8) 'Dangerous tree ' reported by Eastcombe allotments. One tree to be felled.

Attachments to follow

Issued by Jenny Exley 5 October 2020