

BISHOPSTONE PARISH COUNCIL
Minutes of the Parish Council Meeting
held at 7:30 p.m.
on Monday 4th July 2016
at Bishopstone Village Hall

Those Present: Ian Thompson (Chair), , Lesley Drewett (Clerk), Ian Thomas (Vice Chair), Andy Greenhalgh, Nigel Crisp, Val Brodin, Julian Cooke, Stuart McGuigan, Douglas Stevens, Tom Green, Cllr Gary Sumner.

1. **Approved Apologies**
All Cllrs were in attendance.

2. **Declarations of Interest**
There were no declarations of interest.

Signing of Acceptance of Office

Cllrs Stevens and McGuigan signed their acceptance of office forms.

Action: The Clerk is to send the completed forms to SBC. (Complete)

3. **Public Question Time**
No members of the public were in attendance.

4. **Minutes of Last Meeting**
The Chair asked for a proposition that the minutes of the June meeting be accepted as a true record. The proposition was put forward by Cllr Brodin and unanimously agreed by those present. The minutes were then signed by the Chair.

5. **Matters Arising**
All actions from the previous meeting had been completed except for the following:

Hedgerows at the Forty

The hedge has still not been cut. The Clerk will keep a watching brief on the situation as the birds are currently nesting.

Action: To be carried forward as an outstanding issue.

Action: The Clerk is to chase progress at the end of the month when nesting is over.

Passing Places – New Road

Cllr Green advised those present that 5 passing places had been approved. A layout of the laybys will be sent to Julian Sadler of SBC the following day.

Complete: Cllr Green is to forward drawings to SBC.

Resurfacing works – New Road

The Clerk had received a spreadsheet from Martin Roberts of SBC showing roadworks to be carried out within the Borough. Road works had been scheduled to take place on 6th September 2016 in New Town Lane. The Clerk had checked that the works were taking place in the right place with Peter Henry, Streetworks Technician and he had confirmed this was correct. As Cllrs were still not certain that this was the levelling required in New Road, Cllr Green was asked to clarify the situation.

Complete: Cllr Green is to clarify that this is the levelling works that are taking place.

Rural Broadband

Cllr Greenhalgh had contacted Howard Crapper regarding connection to the internet free for 1 year for Hinton Parva Village Hall but had he not received a response to date.

Bishopstone Pond & Island

Cllr Stevens commented that the Box Hedge trimming was being left until the situation with The Hovel had concluded. He reported that after carrying out a risk assessment on the island he had noted that several of the planks leading to the bridge need replacing. It was agreed that

Signed:

Date:

the council's existing contractor, Allbuild, could be commissioned to carry out the works including purchase of the timber required. Cllr Stevens would mark the planks that need replacing.

Action: The Clerk is to commission the work to the Lengthman. (Complete)

[Post meeting note: Cllr Stevens has marked the rotted wooden treads on the bridge to the island. Cllr Thomas has asked Cllr Stevens to liaise with the Lengthman.]

Pond & Island Risk Assessment

The Clerk had discussed the amendments with Cllr Stevens before the meeting to clarify the alterations to be made. She will now update the old risk assessment.

Action: The Clerk is to update the old risk assessment and forward a copy on to Cllrs for their information. (Complete)

School Traffic Control

The Clerk had emailed Julie Ferneval, copying in Helen Viveash and Tracy Scott (all SBC officers) to ask for their help but had not received a response. She had also sent another email chasing a response. Cllr Gary Sumner advised that Tracy Scott was no longer a contact for these issues but she had forwarded the email to Mark Walker (SBC) and he will follow up on this.

Action: The Clerk is to add this item to the next agenda.

Action: Cllr Sumner is to follow up on the request.

6. Planning

- **S/TC/16/0817 JR – REVISED** – Prior Approval application for the installation of 1 658mm microwave dish – SSE Telecom Mast Fox Hill, Hatchet Hill, Hinton Parva.

Councillors had no objections to the above planning application.

Action: The Clerk is to reply to SBC. (Complete)

- **S/OUT/16/0021/ES**– Outline Planning Application for the erection of up to 370 dwellings, a local convenience store/community facility, primary school, open space, landscaping, access points to and from Wanborough Road and northern site boundary and eastern boundaries and associated infrastructure. At: Redlands, Eastern Villages, Swindon

Wanborough Parish Council had forwarded their response to the Clerk and Cllrs.

Action: Cllr Green is to draft a letter to SBC on behalf of the parish council including Wanborough PC's observations.

Late Receipt of Planning Notifications

No late planning applications had been received.

PENDING DETERMINATION

- **S/15/1701/RM** - Erection of 1 dwelling – Land off Short Drove, Hinton Parva
An update on the Short Drove application had been provided by Cllr Gary Sumner via email and had been forwarded to Cllrs for their information.
- **S/OUT/16/0021** – Outline planning application for the erection of up to 370 dwellings, a local convenience store, a primary School, open space, landscaping, on site infrastructure. Means of access not reserved – Redlands, Swindon
- **S/RES/15/1522** – Application for approval of reserved matters in relation to appearance, landscaping, layout & scale for phases 1-4 and 7 outline planning permission S/OUT/14/0253 – Employment development including B1b (research and development/light industrial), B1c (light industrial, B2 (general industrial) and B8 (warehouse and distribution), new landscaping and junction to A420 (means of access not reserved) – Eastern Villages South, Land At And to the South of the A420 (Great Stall Middle), Swindon, Wilts (**REVISED PLANS**)
- **S/16/0685RM** – Erection of two storey side & rear extensions – Elm Cottage, Short Drove, Hinton Parva
- **S/OUT/13/1555** – Outline planning application for up to 2380 swellings, mixed use local centres/areas, community uses, sheltered and/or care accommodation, up to two primary schools, green infrastructure including formal & informal open space, play space, sports facilities, sustainable drainage, engineering works & including ground re-modelling, other infrastructure, demolition & the formation of new accesses from the A420, Old Vicarage Lane & Thornhill Road – Eastern Villages North, Eastern Villages, Swindon

OTHER ISSUES

- The Hovel Demolition

Cllr Sumner had spoken with Louise Moore from SBC Planning Enforcement who has passed this on to the Legal Department and is awaiting their feedback. SBC have just employed two new people to work in Planning Enforcement. Louise had promised to get back to Cllr Sumner during the following week with an update. No justification for the demolition had been received from the developer.

Action: The Clerk is to leave this item on the agenda.

GRANTED

- **S/LBC/16/0663RM** – Erection of 1-metre-high timber fence & gate to western boundary & a 2-metre-high timber fence & gate to north eastern boundary – Hergest Ridge, Cues Lane, Bishopstone SN6 8PP
- **S/15/0927/HC** - Development comprising alterations to the Royal Oak and alterations to and partial demolition of The True Heart (former public house) to provide 11 rooms for guest accommodation and outdoor kitchen area – Royal Oak and The True Heart, Cues Lane, Bishopstone - REVISED

REFUSAL

NONE

7. Reports from Ward Councillor

Cllr Gary Sumner reported that he had dealt with all of Cllrs requests including the potholes in Hinton Parva. He advised that the Borough should have forwarded information on the current consultation regarding perishing of the whole Borough. There is a section on the Borough's website called "Going Local". SBC are carrying out public events across the Borough and have published two maps which provide possible boundaries for the new parishes. The intention of the events is to encourage more public support. The intention is that a final decision should be made by November 2016. The likelihood is that the Borough will be parished in its entirety. He then went on to explain the relevance to Bishopstone and Wanborough. Of the two maps, one leaves the parishes as they currently are whilst the second shows the boundaries moving northwards to align with the A420.

Gary advised Cllrs of the recently reported refusal by SBC for the proposed Ainscough development at Lotmead and commented that this was appropriate insofar as they had not engaged with the Borough Council to address concerns and that the Borough had sound policy grounds for refusal.

Cllr Sumner asked whether Cllrs had any issues for him to raise at the imminent AONB meeting; they did not have any.

8. Reports from Sub Committees

Parish Council Representation – Hinton Educational Trust

The Chair explained that the 4-year renewal of representation on the Hinton Educational Trust was due and that the representative does not have to be a Parish Councillor. Peter Cooke has agreed to stay on as the representative and Cllrs were asked if they would have any objections. None did.

Action: The Clerk is to write a letter to thank Mr Cooke. (Complete)

The Chair explained that the renewed lease for Hinton village hall will require signing in due course as the parish council is the lessee and custodian trustee. It will come to the Parish Council for approval.

9. Lengthman Work

Cllr Thomas had met with the Lengthman to discuss the works to be carried out on the verges in High Street and had tried to ensure that residents were happy with the arrangements made.

Action: The Clerk is to keep this item on the agenda.

The Chair asked the Clerk to check with the Lengthman what the regular day is for emptying the bin at Charlbury Hill as it is full again.

Action: The Clerk to ask Lee the regular day for emptying the bin at Charlbury Hill. (Complete)

[Post meeting note: The Clerk has contacted Lee who has confirmed "We have been doing this bin fortnightly but think this needs to be weekly, normal day for emptying is Mondays but was unable to get there yesterday but was emptied today. If weekly is something you wish to do, please advise and we will collect every Monday on are waste collection route." The Clerk has asked for the bin to be emptied weekly.]

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Cllr Greenhalgh asked whether the permissive path from the western gateway to the Ridgeway could be cut by the Lengthman. It was agreed that this should not be included in the Lengthman's work at this stage. Cllr Stevens is to talk to the owner of the path when he considers it is appropriate. Cllr Greenhalgh expressed the view that the Parish Council should at least fully understand the rights and responsibilities of permissive paths and agreed to research this and report back.

Action: Cllr Greenhalgh is to research as above.

10. Main Points

Bus Services

Cllr Sumner had forwarded the new timetable for the 47 service (replacing the Goride service 90 and effective from the end of July) to Cllrs and Clerks. Cllr Greenhalgh had posted this on the website. There buses to be provided by West Berkshire Council will be 15 seater mini buses. There had been no progress on the proposed circular Swindon route and the key question now was the extent of any bus subsidies to be provided in the future by SBC across the borough.

Action: The Clerk is to place the timetable in the newsletter. (Complete)

Action: Cllr Sumner is to feedback when he has more information.

Action: The Clerk is to keep this item on the agenda.

Eastern Villages Expansion

This item had been discussed at item 7. The chair advised that there is a meeting hosted by SBC officers on 25th July 2016. Cllr Green is to attend

Action: The Clerk is to keep this item on the agenda.

Rural Broadband

Cllr Greenhalgh explained the Bishopstone mast is live, there are 5 service re-sellers in competition and broadband speeds of up to 80 megabits per second had been recorded with very few dead areas. Andy agreed to contact Ashbury Parish Council Clerk to let them know the Broadband options. The Chair thanked Cllr Greenhalgh for his hard work on this project.

Action: The Clerk is to keep this item on the agenda.

Action: Cllr Greenhalgh is to contact Ashbury Parish Council Clerk.

Passing Places – New Road

This item had been discussed at item 5.2.

Action: The Clerk is to keep this item on the agenda.

Resurfacing Works – New Road

This item had been discussed at item 5.3.

Action: The Clerk is to keep this item on the agenda.

Traveller on the Ridgeway

Cllr Thomas had a long chat with the traveller who had researched the context for the letter he had received from the Church Commissioners and had come to the conclusion that he is situated on the verge which is "no-man's land"; he had therefore ignored the letter. He had expressed an intention to move on. The traveller had provided useful information about recent fly tipping. Rob Selbourne (Prebendal Farm) had reported some fly tipping on the Ridgeway to the Borough Council, but had stated difficulty in getting officers to take an interest. Cllr Sumner asked for a photograph and he would take this forward to SBC. A Ford Focus had also been dumped on the Ridgeway; the traveller had reported this to the police. The Clerk was asked to contact the Church Commissioners.

Action: The Chair is to report the fly tipped car to the police.

Action: The Chair is to supply Cllr Sumner with a photograph of the fly tipping and he will follow this up with SBC.

Action: The Clerk is to write to the Church Commissioners. (Complete)

Action: The Clerk is to keep this item on the agenda.

A discussion then took place about the 2 other abandoned cars in Bishopstone. This should be reported to PC Robert Dentry. Cllr Sumner advised that the car in the village hall car park should be reported in the context that the school children are having some classes and their dinners in the village hall and 6 feet away is an abandoned car which potentially contains petrol and is not secure. This presents a potential danger to the school children. The car on the High Street should also be reported.

Action: The Clerk is to report the fly tipping to PC Robert Dentry. (Complete)

[Post meeting note: The car on the High Street has been removed.]

Bird House on the Pond

Cllr McGuigan reported that a bird house on a pole had been erected on the pond adjacent to the island. It was suggested this breaches the covenants that the Parish Council inherited when they took the land over from the Church Commissioners. Cllr Stevens has talked to the owner whilst working on the island and he had said he would remove it if it is a problem. The Bishopstone Cllrs agreed that the bird house should be removed. The Clerk was asked to draft an email for Cllrs approval before sending.

Action: The Clerk is to draft an email to the parishioner for Cllrs approval before sending.

Action: The Clerk is to add this item to the next agenda. (Complete)

Pond & Island Risk Assessment

This item was discussed at item 5.6.

School Traffic Control

This item was discussed at item 5.7.

Action: The Clerk is to add this item to the next agenda.

Refuse Collection

The Clerk had asked SBC for progress on the request for a smaller vehicle for waste collections in Cues Lane and The Wyncies. Cllr Greenhalgh reported that there is a continued lack of Green Waste collections in West End Lane and Church Lane. Parishioners have reported this to no avail.

Action: The Clerk is to report the lack of collections in West End Lane and Church Lane. (Complete)

Action: The Clerk is to chase progress on the small vehicle for collections in Cues Lane and The Wyncies. (Complete)

Action: The Clerk was asked to keep this item on the agenda.

Bishopstone Fire Engine

The Clerk had received two responses with regard to the siting of the Bishopstone Fire Engine. One had asked for the engine to be left with WAFERS and the other had stated the engine should be kept in Bishopstone if a site could be provided. A discussion took place and it was agreed that before the Clerk responds to Alan House's email, Trustee and Trust Archivist of the Fire Fighters Memorial, she should write to the Swindon Museum to see if the Fire Engine could be kept in Wiltshire. If, however, the engine is to go to Neath, a new loan arrangement would be made between the Parish Council and WAFERS. However, a clause could be introduced into the new agreement to the effect that should a more appropriate venue in Wiltshire become available, the Parish Council wished to reserve the right to repatriate it.

Action: The Clerk is to write to the Swindon Museum. (Complete)

2nd January 2017 – PC Meeting

As the 2nd January 2017 is a bank holiday it was agreed to have the meeting on 9th January 2017.

Action: The Clerk is to write to Bishopstone Village Hall to change the meeting date. (Complete)

11. Accounts to be Paid

The cheques shown in Appendix 1 of the Agenda were presented for approval.

The Clerk's salary and timesheet had been sent to the Chair of the Finance Sub-Committee for checking before the agenda had been issued.

The Clerk had received an extra invoice after the agenda had been issued. The invoice was from Cardiac Science for a replacement defibrillator pad for £29.94. A second pad has had to be ordered but the invoice had not yet been received.

Signed:

Date:

The cheques were proposed for payment by Cllr Brodin, seconded by Cllr Cooke and agreed unanimously by those present.

12. Correspondence

The Chair asked whether anyone wished to see any items of correspondence; no-one did.

13. Parishioners Feedback/Complaints

The following concerns were raised:

Tree at Hinton Springs

Cllr Cooke reported a willow tree at Hinton Springs adjacent to the road that was in a dangerous condition. Cllr Sumner suggested that a photograph be taken of the tree and reported to SBC, copying him in. The Clerk should mention the danger to the school bus. Cllr Cooke considered either it would need a temporary three-way traffic light system or the road would have to be closed to complete the works.

Action: Cllr Cooke is to take a photograph of the tree. (Complete)

Action: The Clerk is to write to SBC copying in Cllr Sumner. (Complete)

Overhanging Willow Branches

Cllr Crisp reported overhanging willow branches over the footpath at the Church.

Action: Cllr Cooke is to look at the area.

True Heart Management Plan

The Clerk had emailed SBC regarding the True Heart Management Plan and was awaiting a reply from Heather Carlisle. Cllr Green was advised to ask for a designated phone number and site manager details.

Action: The Clerk was asked to keep this item on the agenda.

Give Way Sign

Cllr Greenhalgh reported that the Give Way sign at the junction of Hatchet Hill and the road to Charlbury Tump Road is lying over at 40 degrees.

Action: Cllr Greenhalgh is to supply a map to the Clerk. (Complete)

Action: The Clerk is to write to SBC regarding the sign. (Complete)

Cues Lane Verge and Pot Holes

Cllr Stevens reported that he had received a complaint regarding the state of the verges in Cues Lane. There are also several pot holes along Cues Lane. The parishioner had been asked to report this to "Fix My Street". Cllr Sumner asked that photographs be taken and sent to the Clerk for onward circulation to Cllr Sumner.

Action: Cllr Stevens is to send the Clerk photographs of Cues Lane. (Complete)

Action: Cllr Sumner is to report this via the Members Hotline.

Dog Bins

Cllr Stevens has 2 more dog bins for installation. Poles are needed. Cllr Green has some poles.

Action: Cllrs Green, Stevens, Thomas and Greenhalgh are to liaise re installation.

30 mph Sign New Town Lane + School Sign

The 30 mph sign at New Town Lane needs clearing of Ivy. The flashing light school sign needs moving. Cllr Sumner advised that Suzanne Coles should be contacted at SBC. The Clerk should copy in Cllr Sumner and attach the school letter also.

Action: The Clerk is to write to Suzanne Coles. (Complete)

Dingle Steps

Cllr Thomas advised that the bottom steps at the Dingle do not appear to have as much topping material on them as the top steps do, the consequence being that when descending the steps parishioners are walking on large lumps of gravel. The Clerk had also received complaints.

Action: The Clerk is to write to SBC. (Complete)

Hedge at Dingle

The hedge at the Chapel in Bishopstone is overgrown onto the verge which is making it dangerous for parents when taking their children to school. The verge is used on occasion when cars are coming along the Icknield Way.

Action: The Clerk is to email the owner of the Chapel. (Complete)

A parishioner has asked for a sign to be situated at the start of Short Drove as her wall has been damaged recently by a large vehicle trying to access the lane.

Action: The Clerk is to write to Suzanne Coles to request a sign to show the road is unsuitable for heavy vehicles. (Complete)

August Meeting

The Chair asked that the Clerk looks at the number of attendees for the August meeting and any burning issues to assess whether the August meeting takes place.

Action: The Clerk is to request attendance at the August meeting via email 2 weeks before the meeting.

The meeting closed at 9:04 pm.

14. Date of Next Meeting

The next meeting, Parish Assembly and AGM will take place on Monday 1st August 2016 at Hinton Parva Village Hall **at 7:30 pm.**

APOLOGIES FOR AUGUST MEETING: Cllr Green

Signed:

Date: