

BISHOPSTONE PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7:30 p.m. on Monday 6th June 2016 at Hinton Parva Village Hall

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

1. **Approved Apologies**
Stuart McGuigan, Douglas Stevens, Tom Green.

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

Signing of Acceptance of Office

Cllrs Stevens and McGuigan were not in attendance.

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

Register of Interests

There were no changes to those Cllrs in attendance registers of interest.

3. **Public Question Time**
There were two members of the public in attendance.

A parishioner had attended to explain that she and her husband had not understood the rationale for the Parish Council's comments on their recent planning application. They had not appreciated the convention of coming to the Parish Council to talk through any planning application. She went on to say that she understood that at the time of the last meeting the Parish Council did not realise that her neighbour was in full agreement with the application and had been consulted before it had been submitted. Although the Parish Council had not objected to the application they had expressed concerns over the impact of the proposed extension on the neighbouring property. A letter that had been sent to Swindon Borough Council from the neighbour supporting the application was then provided.

The parishioner asked formally that the Parish Council withdraw its comments which she considered would have an impact on the planning officer's decision. Cllr Thomas explained that the planning process does not work in that way. He explained that whilst Cllrs did not have an objection they did identify a possible issue with the size and scale of the extension in relation to the neighbouring property and this was flagged up to the planning officer. Whether or not the neighbour approves of the proposal, the final decision by the SBC planning officer would have to be made on planning grounds. The Parish Council is not the decision maker but rather merely a statutory consultee. The decision was in the hands of the Borough Council and Cllr Thomas expressed the view that SBC planning officers would take the neighbour's comments into consideration.

The parishioner could not understand why the scale and bulk of their property extension was being raised as an issue. Cllr Crisp explained that the PC had made similar comments in respect of other recent planning applications in the village and the importance of being consistent. The Chair had understood from his recent conversation with the applicant that the Parish Council's comments had been instrumental in SBC indicating an unwillingness to accept the application. The applicant stated that this was not in fact the case.

The Borough Councillor suggested that the parishioner should speak to the case officer and establish whether there were in fact any significant concerns.

The Chair thanked the parishioner for attending.

Signed:

Date:

A Bishopstone parishioner had attended to talk about grass cutting as the bank outside of his house, which he had always cut himself, had been strimmed by the Lengthman to the detriment of a number of plants. Cllr Thomas explained that he had received other complaints where parishioners would prefer to cut the bank themselves. He went on to say that SBC had identified the bank around from the Wyncies to the parishioner's house as an area that they had always cut. The Parish Council had now taken on this responsibility and given the work to the Lengthman, Cllr Thomas suggested that the Lengthman is asked not to cut the verge in future unless the Parish Council receives a specific request for the work to be undertaken. The only hedges he will cut are in the Wyncies.

4. **Minutes of Last Meeting**

The Chair asked for a proposition that the minutes of the May meeting be accepted as a true record. Cllr Brodin wanted one small alteration under "Septic Tank" where the repair had taken place on 4th June and not 14th June, this was altered on the minutes.

With this alteration 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 and Cllr Thomas are to monitor the situation.

Passing Places & resurfacing works – New Road

These items were to be discussed under item 10.4 and 10.5.

Cllr Cooke had contacted Fix my Street regarding the pot holes along the Bourton Road. Cllr Sumner queried this and asked Cllr Cooke to take some photographs and email them to him. He explained they have a members' hotline at the Borough Council and problems can be reported through this and they have to guarantee a repair within a specified time.

Action: Cllr Cooke is to take some photographs of the potholes on the Bourton Road.

Action: Cllr Sumner is to report this through the member's hotline.

Traveller on the Ridgeway

This item was to be discussed at item 13.7.

Hinton Parva Blocked Drain

Cllr Crisp explained that the water table had gone down such that the water is no longer flowing down the road below the mission. However, the drain channel still needed a thorough clear out. Cllr Cooke suggested this should be left until the problem appears again as there is a spring that feeds into it.

Eastern Villages Expansion + Redlands response from Wanborough PC & SPD Feedback

This item was to be discussed at 10.2.

True Heart/Royal Oak

Action: To be carried forward as an outstanding issue.

Rural Broadband

This item was to be discussed as Item 10.3.

Bishopstone Pond & Island

The following item is to be carried forward.

A Cllr had received a complaint about the island and the hedge on the green alongside of the pond. There is a box hedge which has tripled in size and a strip of brambles which lead to the stream, this all needs tidying up. The trees opposite the bench on Oxon Place also need maintenance.

Action: Cllr McGuigan and Cllr Stevens are to look at any ad hoc work to commission to the Lengthman.

The Hovel Demolition

Cllr Thomas had not received any updates. Cllr Sumner had spoken to Louise Brown, SBC Enforcement Officer that day. They are waiting for the owners to submit evidence that they had the right to demolish and they have until the end of next week. She has spoken with the Assistant Borough Solicitor but nothing will be done until the end of next week. If nothing is submitted they will assume that they do not have any evidence to corroborate why they carried out the demolition and then the Assistant Borough Solicitor will be asked to take action.

Action: The Clerk will keep this item on the agenda.

Report from Ward Councillor

The meeting to discuss traffic “rat running” had taken place at SBC and there was only a small number of attendees. The result of the meeting was to push for a site meeting. Gary had met with Rob Rossiter the Senior Transport Planner at the Borough and the idea is to take photographs of the various pinch points around the wards, which he has been doing in Wanborough and Badbury. He explained it would be useful to get some photos of pictures within Hinton Parva and Bishopstone, particularly outside of Hinton Village Hall, the top of White Hill, the left hand bend past Nell Hill and also outside the school. They are trying to highlight the problem of rat running from the A420 across the villages as the traffic increases causing problems on sections of road where two way traffic is problematic. Rob is proposing that the site meeting will take place between the 12th – 16th June 2016 as they are waiting to hear from Sam Howell who is the senior planner for the new Eastern Villages.

Action: Cllr Brodin and Cllr Greenhalgh are to provide photographs to Gary as soon as possible.

Action: Gary is to provide the date for the site meeting. (Complete)

Gary would like to have a large scale map and number all the photographs on the map in order to identify all the pinch points. This can then be used to press for practical measures to restrict the rat running. Gary stated that the planners are beginning to take notice of the problems faced by the eastern villages.

6. Planning

- **S/TC/16/0817 JR** – 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/13/1555** – Outline planning application for up to 2380 dwellings, 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

Cllr Sumner explained that this was the big new application relating to South Marston (Rowborough) and it was recognised that additional access points to the A420 underneath the railway line are needed. He explained that it is important that this goes ahead as it will eat into Swindon’s 5 year land supply and is the one that is least likely to cause problems to the villages. Comments need to be made that if the construction is being started, the traffic interventions on the A420 need to go ahead sooner rather than later. Therefore comments should be on the wider infrastructure requirements as a result of the development. He advised that the point to be accentuated is that in the Local Plan there is policy for measures to minimise rat running and they should be referred to that policy. We should also explain that we would like to know as a result of this development, which represents almost a third of the proposed eastern villages expansion, what measures are being planned to be put in place for Bishopstone and Hinton Parva.

Action: The Clerk is to ask Cllr Green to pull together a response at his earliest convenience as the deadline was 3.6.16. (Complete)

Action: The Clerk is to ask for an extension to the deadline. (Complete)

- **S/LDE/16/0901/CB** – Certificate of Lawfulness (Existing) for the continues use of residential annex as an independent dwelling – The Cottage, Upper Earls court Farm, Earls court Lane, Swindon

Signed:

Date:

Cllr Thomas reminded Cllrs that Certificates of Lawfulness do not need a response to the Borough. They are just a notification to the Parish Council. It is only if the Borough Council deem that a formal application is necessary that the Parish Council would comment.

Late Receipt of Planning Notifications

No late planning applications had been received.

PENDING DETERMINATION

- **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
- **S/15/1701/RM** - Erection of 1 dwelling – Land off Short Drove, Hinton Parva
- **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/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/16/0685RM** – Erection of two storey side & rear extensions – Elm Cottage, Short Drove, Hinton Parva

OTHER ISSUES

- The Hovel Demolition
This item had been discussed under item 5.9.

Cllr Thomas advised Cllr Sumner of the current situation with planning application S/15/1701/RM, Land off Short Drove. He is concerned that there appeared to be some willingness to compromise by SBC officers with regard to this application. This application had been turned down, quite rightly, on two previous occasions on strict policy grounds. The message that Rhian Morris(SBC) had sent to the Clerk recently implied that the design was being modified and the Council officers were not sticking to their previous objections. This site is outside the rural settlement boundary and it would set a precedent if it were granted.

Action: Cllr Sumner is to follow up on this.

[Post meeting note: Gary has spoken to Rhian (the planning officer for the case). They were awaiting revised plans but she said that had been for some months and nothing has come forward. She is of the opinion that the policy objections remain and the site is unlikely to go forward.]

GRANTED

- **S/LBC/16/0212 HC** – Replacement of a casement window in utility room – Poveys Cottage, Tuckers Lane, Hinton Parva

REFUSAL

NONE

7. Reports from Ward Councillor

Cllr Sumner reported there had been a meeting regarding the archaeological significance of the new Eastern villages which was quite interesting. The things covered in the transport meeting were the various components in the Eastern villages transport planning. The Southern connector road is moving forward and they are looking, if necessary, at compulsory purchase to tie up the remaining land parcels that will be required to construct it. The wider transport brief for the new Eastern villages is out for consultation.

The Borough Council is continuing to press ahead with the proposal to establish parish/community councils to cover the whole of the borough as a means of delegating some functions and is arranging consultation events, with a decision being made later in the year. He explained that the Borough Council have significant pressures on their funding from the Adult and Child Social Care budgets and these take precedence over other things.

Additional land is being identified around the Borough for development, particularly brownfield sites as SBC is acutely aware of the 5 year land supply issue and they need to release some land for quick development.

The Chair raised a complaint received about the weed growth around the septic tank in Hinton Parva. He provided Gary with the background. A few years ago a new treatment plant was installed. The eleven households that the tank supplies then received a letter asking for payment towards the future running of the system together with a contribution towards SBC's legal costs. Cllr Thompson has since taken the matter up with the Mike Ash of the housing department and through a Freedom of Information request he had found out what it is costing to run the installation. SBC had agreed to issue a revised deed accordingly and to waive the legal costs. However, the system is not being maintained and currently it is getting very noisy. It is supposed to be emptied four times a year but this service did not appear to be being provided. Gary asked for the location of the site.

Action: Gary Sumner is to follow up on the problem. (Complete)

[Post meeting note: Gary had spoken with Mike Ash and since has received a call from an officer at request of Mike. The noise was a loose bolt on a mounting board inside – to be replaced and fitted with rubber washers. The site will be strimmed next week and the tank emptied as it's nearly full. This is supposed to be done quarterly and they will keep on top of this. On the legal side the conveyancing lawyer was off last week but she is now back and Mike will chase up her issuing the new document with a view to residents signing up.]

8. Reports from Sub Committees

There were no reports from sub committees.

9. Devolution of Funding from SBC

The Lengthman has returned his signed contract. He had seen the Chair before the start of the meeting and informed him that this currently states that there will be 1 cut in April, 2 cuts in the following months and 1 cut in September. However, he has suggested that the first cut should be in March, with 2 cuts in April and September and 1 in October. Cllrs agreed that this sounded reasonable and decided to honour these changes in principle until the end of the year when the contract will be amended. The Clerk is to write to the Lengthman to say Cllrs accept his advice and would like him to cut the grass fortnightly with immediate effect. The contract will be amended in due course.

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

The Chair went on to say that where the Lengthman is commissioned to carry out ad-hoc works such as fly tipping, this should be done formally through the Clerk. She can then verify these works against the submitted invoices. Cllr Thomas has already met with Lee (Allbuild) a couple of times in the Wyncies to discuss problems and amendments to the newly commissioned works.

Action: The Clerk is to leave this item on the agenda under the heading of Lengthman Works.

10. Main Points

Bus Services

Cllr Greenhalgh said there was nothing new to report in respect of the replacement no. 90 service being commissioned by West Berks Council. A timetable for the new no. 47 service to be introduced in late July has been issued. In relation to the SBC-sponsored service proposal, Cllr Sumner reported that the journey time of the initial proposed route was too great and that revisions were in progress.

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 + Redlands response from Wanborough PC & SPD Feedback

Feedback has to be sent to SBC by 22.6.16. Cllrs considered that Cllr Green may have already started to formulate a response and therefore this action should be left with him. Cllr Sumner had read the plan extensively and raised a lot of points that he had passed on to the Clerk of Wanborough Council. He suggested the Bishopstone Clerk should ask for a copy of these to include in the Bishopstone Parish Council's feedback.

Action: The Clerk is to email Cllr Green to remind him to respond to the SPD document. (Complete)

Action: Cllr Green is to formulate a response.

Signed:

Date:

Action: The Clerk is to ask Angela Raymond (Wanborough clerk) for the points supplied by Cllr Sumner. (Complete)

Rural Broadband

Cllr Greenhalgh said this is making progress. The Bishopstone mast is up, it has power and is under test. The latest version of the superfast broadband newsletter is available and Bishopstone has a star against July as an installation date. Based on conversations he has had with James Aldrid of SBC, two of the sales team will be attending the village fete to publicise availability. He is still working on getting free internet for 1 year for Bishopstone village hall in exchange for publicising/promoting the service and he wondered if Hinton Parva would like this facility also. The Chair advised him to contact Howard Crapper (Chair, Village Hall Committee).

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

Action: Cllr Greenhalgh is to contact Howard Crapper.

Passing Places+ resurfacing works – New Road

An email had been received from Cllr Green following the meeting with Julian Sadler and Lynsey Broofield (SBC officers) setting out the key points as he was unable to attend this PC meeting. In summary, the passing places were examined and SBC understood the PC's concerns re over-engineering of the passing places. However, they were insistent on the passing places meeting SBC standards in terms of depth and detail (kerbing etc.). Cllr Green had agreed to come up with some layout designs for the five areas identified. SBC have sent some plans for Cllr Green to work with and he will endeavour to turn this around within two weeks.

Action: Cllr Green is to draw up some layout designs for the passing places.

Cllr Greenhalgh explained that SBC want to create the passing places to a relatively high standard in order that they do not have to maintain them or have ongoing problems for the foreseeable future. The budget for the works is apparently ring-fenced and Andy is optimistic of an acceptable outcome. If local farmers were to fill some of the passing places with suitable material to improve their field access, SBC would have no objections. The Chair thanked Andy for his help.

Resurfacing Works – New Road

Julian Sadler (SBC) took some photographs and promised to send these on to the road maintenance team. He also emphasised the number of complaints that the Parish Council had received. However, Julian's comment was that it was deemed to be suitable by SBC in its current state. The Clerk had received some further feedback from Helen Viveash (SBC) who had had some internal conversations and thinks there may be three areas where the patching ended too abruptly and was not "feathered out" as it should have been.

Traveller on the Ridgeway

The traveller is still on site but the area is more tidy and he appears to be packing up preparatory to moving. The Church Commissioners have apparently issued a notice to remove and it was agreed that this should be left in the Church Commissioners' hands.

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

Bird House on the Pond

As Cllr McGuigan was not in attendance the Clerk was asked to keep this item on the agenda.

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

Pond & Island Risk Assessment

Cllr Stevens had given Cllr Thomas an amended risk assessment which was reviewed on 6th June 2016. However, it is in PDF format and Cllr Thomas offered to change this into a word document as he has the relevant software.

Action: The Clerk is to update the old risk assessment.

School Traffic Control

Cllr Greenhalgh had received a formal letter from the Chair of Governors requesting the Parish Council to assist with traffic calming outside the school. The Chair considered this tied in very well with the new Eastern villages traffic "rat running" problems. Cllr Thomas suggested that the Parish Council should submit a formal request to SBC to investigate this problem, Cllr Sumner and those present agreed.

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

Action: The Clerk is to send the letter to Cllr Sumner. (Complete)

Action: The Clerk is to contact SBC, copying Cllr Sumner in on the request.

Refuse Collection

Cllr Thomas explained that this was being investigated by the SBC team.

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

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 two extra invoices after the agenda had been issued. Both invoices were for Lee Wells (Allbuild) and had been sent via email to Cllrs Thomas and Cooke for their information.

The cheques were proposed for payment by Cllr Thomas, 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:

Hinton Coombe

Cows are in residence in the Coombe. Cllr Thompson reported that the National Trust ranger had been emailed and she had responded with a very well-reasoned reply re on-going land management. The e-mail exchange would be forwarded to other councillors for information.

The Clerk was also asked to notify the Ranger that a sign had fallen down in the Coombe.

Action: The Clerk is to notify the Ranger. (Complete)

Action: Cllr Thompson to forward the e-mail exchange (complete)

The meeting closed at 9:14 pm.

14. Date of Next Meeting

The next meeting, Parish Assembly and AGM will take place on Monday 4th July at Bishopstone Village Hall **at 7:30 pm.**

Signed:

Date: