

## BISHOPSTONE PARISH COUNCIL

### Minutes of the Parish Council Meeting held at 7:30 p.m. on Monday 7 September 2015 at Bishopstone Village Hall

**Those Present:** Ian Thompson (Chair), Lesley Drewett (Clerk), Nigel Crisp, Val Brodin, Tom Green, Douglas Stevens, Cllr Andrew Bennett.

**1. SBC Enforcement Officers, Louise Moore & Andy Brown**

The Chair thanked Louise and Andy for attending and asked that an open discussion take place. He then said that following this the Parish Council would start their meeting proper. He explained that Councillors were looking forward to what Louise and Andy could tell them and questions would be asked afterwards.

The Clerk had forwarded the team some items for discussion via email in order that they were prepared.

Andy explained that the Parish Council had presented a few “enforcement” issues recently and the meeting provided an opportunity to explain the background and why they took the action they did. This would also help Councillors understand the guidelines the Government provide and how the enforcement team are expected to operate against breaches of planning control. . He handed out a copy of the Planning Practice Guidance on enforcement for Councillors’ information.

The enforcement team had been short staffed for some time, but a new member had been taken on and they hoped to be back to their normal timescales for investigations by the end of the year.

The Chair thanked Louise and Andy for attending. Cllrs found the session very helpful and had a better appreciation of how the system worked.

The meeting then started at 8:23 pm.

**2. Approved Apologies**

Ian Thomas (Vice Chair), Julian Cooke, Stuart McGuigan, Andy Greenhalgh.

**3. Declarations of Interest**

There were no declarations of interest.

**4. Public Question Time**

There were no members of the public in attendance.

**5. Minutes of Last Meeting**

The Chair asked for a proposition that the minutes of the August meeting be accepted as a true record. The proposition was put forward by Cllr Crisp and unanimously agreed by those present. The minutes were then signed by the Chair.

**6. Matters Arising**

All actions from the previous meeting had been completed except for the following:

Archiving

The documents in the village hall archive room were discussed as this action was still outstanding. The Chair had experienced problems when trying to send the archiving guidance to Cllr McGuigan, the Clerk has also been experiencing the same problem. The following actions are to be carried forward. Cllr Stephens informed those present that the new Chair of

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Bishopstone village hall was exploring options to use the loft as ancillary accommodation for the school and the Chair confirmed there is to be a feasibility study carried out.

**Action: The Chair and Cllr McGuigan are to co-ordinate the disposal of documents.**

**Action: The Chair is to talk to Cllr Greenhalgh when back from his holiday.**

**Action: The Chair is to send Cllr McGuigan the guidelines for his information.**

#### Sewage – Thames Water Report

This item was discussed at item 10.9.

#### Passing Places

This item was to be discussed at 10.7.

**Action: This item is to be carried forward to the next meeting.**

#### Article 4 Direction

This item was to be discussed at item 10.4.

### 7. **Planning**

No planning applications had been received.

#### True Heart & Royal Oak

A short discussion took place around this application which is pending a more substantial response from the applicant to the current issues.

#### **Late Receipt of Planning Notifications**

The following late planning application had been received after the agenda had been issued.

- **S/15/1183JABU - REVISED PLANS** Erection of a detached annex and a two storey side extension – Pendower Cottage, City Corner, Hinton Parva  
The kitchen had been removed from the plans for the annex and the bathroom extended to make it wheelchair accessible. Cllrs wanted to maintain their objection as per the previous letter. Cllrs noted that the officer in charge of the case had supported the Parish Council's last letter.  
**Action: The Clerk is to write to SBC enclosing the Parish Council's original objection. (Complete)**

#### **PENDING DETERMINATION**

- **S/PRIOR/14/1955SASM** – Prior Approval Notification for the change of use from Agricultural Building to 1 residential dwelling (class C3) – Upper Farm, Hinton Parva Lane, Hinton Parva
- **S/LBC/15/0626JABU** – Demolition of current side extension & erection of two storey & single storey side extensions – The Grove, Hinton Parva Lane, Hinton Parva
- **S/ 15/0625JABU** – Demolition of current side extension & erection of two storey & single storey side extensions – The Grove, Hinton Parva Lane, Hinton Parva
- **S/15/0927HC** - Erection of an extension of the Royal Oak PH to provide a restaurant area and 10 en-suite guestrooms and change of use of The True Heart PH (Class A4) to dwelling (Class C3) and associated works (Part demolition, extension and conversion of existing building) - Royal Oak And The True Heart, Cues Lane Bishopstone Swindon SN6 8PP

#### **OTHER ISSUES**

None.

#### **GRANTED**

- **S/15/0941SASM** - Erection of a barn/store, West Hinton Cottage, Hinton Parva Lane, Hinton Parva
- **REVISED S/15/0216TB** - Erection of 5 stables, tackroom & hay store – Land at Bodyhorse Hill, Hinton Parva

#### **REFUSAL**

No refused schedules had been received.

### 8. **Reports from Ward Councillor**

The Ward Councillor had another commitment and arrived late. However, this item has been left in this part of the minutes for continuity.

Cllr Bennett informed those present that he had been extremely busy with the Battle of Britain events. He then went on to talk about SBC's new venture where parishes could potentially be taking on more responsibilities from SBC in their local area. Currently, the Borough has held 3 working groups with non-parished areas to assess what they could deliver for the Borough if they became Parishes.

The Chair informed Andrew that the Parish Council had a very helpful discussion at the start of the meeting with the two planning enforcement officers. The Chair felt a lot more confident at the approach the team were taking.

**Action: Cllr Bennett is to pass on Cllrs thanks for their time.**

Cllr Bennett asked whether any discussion had taken place at the meeting with regard to solar panels, none had. He informed Cllrs that there was still a notional idea to have solar panels alongside the A419. He felt that it would not be good for the environment as the units funnel noise rather than dampen it and the original fencing had been put up to dampen noise.

Cllr Green asked whether the Borough was awaiting orders with regard to refugees. Cllr Bennett did not feel they were anywhere near this to date. He explained that there were already a significant homeless problem within the Borough, which was getting worse, and there were lots of other reasons that the Borough was not a good place for refugees. The Borough has always been seen as a high employment but relatively low skill base area.

Eastbrook Farm is beginning to investigate the possibility of housing some refugees and wanted this brought to the attention of the Parish Council. Cllr Bennett explained that the three principle issues surrounding this problem are; housing, employment and how they fit within the community. Care would have to be taken that no planning regulations were broken.

Andrew reminded Cllrs of the annual AONB Forum which is due to take place on Wednesday 14<sup>th</sup> October 2015 at the Bourverie Hall, Pewsey in case any of them wished to attend.

#### 9. **Reports from Sub Committees**

There were no reports from sub committees.

#### 10. **Main Points**

##### Eastern Villages Expansion

There had been no further developments.

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

##### True Heart/Royal Oak

This had been discussed at item 7.1.

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

##### Work to the Dingle

No further information had been received.

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

##### Article 4 Direction

The paperwork still has to be released by SBC.

**Action: An article should be put in the newsletter once all the relevant information has been received from SBC.**

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

##### Rural Broadband

Cllr Greenhalgh was not in attendance. An email report had been forwarded to Cllrs. Cllr Stephens reported that there is to be a definite repeater mast in the village by June next year, but discussions have yet to take place with the Church Commissioners. This does not benefit anyone in Hinton Parva.

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

##### Community Speedwatch

One more volunteer had come forward from Bishopstone, but had not provided their details for training in Devizes. Cllrs were of the view that the need to travel to Devizes was the reason that more volunteers had not come forward and queried why those that had been trained could not cascade the training on to other interested parties. Cllr Bennett felt that Tracy Scott of the Localities team had been trained to train and may be able to assist. In addition, he was conscious that the training location in Devizes had caused a lack of interest

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within other parishes and would discuss this with Angus MacPherson, the Police and Crime Commissioner.

**Action: The Clerk is to forward Tracey Scott's contact details to the Chair. (Complete)**

**Action: The Chair is to contact Tracey Scott for her views on training.**

**Action: Cllr Bennett is to discuss the issue of training with Angus MacPherson.**

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

#### Passing Places

This item was to be carried forward as Cllr Greenhalgh was not in attendance.

Cllr Greenhalgh had emailed Robert Sanders (SBC) and an email had been received saying that he was on holiday until 24<sup>th</sup> July 2015. A meeting is to be scheduled.

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

#### Trees – Bishopstone Island

A parishioner from The City, Bishopstone contacted Cllr Greenhalgh and advised him that her telephone had not been working for a week. However, the BT engineer found that the problem was a tree branch on the island that had fallen onto her telephone line causing it to fail. He advised the parishioner that several trees on the island needed urgent maintenance/tree surgery to ensure that the telephone lines to The City suffer no further damage. Apparently another parishioner is also suffering a lack of phone connectivity although it is not clear if this is the same tree damage issue. The parishioner was advised that the line integrity was indeed BT's responsibility and hence their engineer did fix her problem with a new higher cable. He went on to advise that, in order to prevent further outages for other residents of The City, the owners of the island (The PC) should be encouraged to trim back the offending trees. The normal tree maintenance will be discussed at the next meeting. The Clerk was asked to contact BT.

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

**Action: The Clerk is to contact BT to ask them to deal with the problems.**

The Clerk reminded Cllrs that the school wanted to continue with the allotment. The email from the head teacher had been forwarded to Cllrs, but some were unsure that they had seen it.

**Action: The Clerk is to forward the Head Teachers email to Cllrs. (Complete)**

#### Sewage

The Clerk had received an email from Denise Kinsella (Thames Water) that day which had been forwarded to Cllrs. It explained that their asset management team had been updated and they were intending to complete a study of the whole catchment for Shrivensham Sewage Treatment works, where Bishopstone's sewers run to. Denise expects this will be completed in the next two years. She did not have a more specific date for this.

The study will include manhole and flow surveys to understand the existing network and identify any areas where surface water is getting into the sewers.

#### Public Right of Way Paths

The Clerk had received an email from a Parishioner asking if the public right of way footpath between The Banks and Box Hedge House could be strimmed from time to time. The item was discussed and it was decided to add this to the Lengthman's duties.

**Action: The Clerk is to ask the Lengthman to add this item to his list of duties. (Complete)**

#### Overgrown Vegetation – Short Drove, Hinton Parva

The Clerk had received a response from one of the parishioners that had received a letter from the Parish Council asking for the vegetation to be cut back following a complaint. A discussion took place and the Borough Cllr reminded Cllrs that SBC Highways would have an interest in this if the vegetation was hanging over the road and causing obstruction. There had been a dispute between neighbours several years ago when Highways had intervened and Cllr Bennett asked for any old documentation that may be available to be sent to him.

**Action: The Clerk is to try to locate the old documentation and forward it to Cllr Bennett. (Complete)**

**Action: Cllr Bennett will ask SBC Highways for help with this matter.**

The Clerk was asked to write to the parishioner explaining that the Parish Council have asked the Ward Cllr to intercede to see if there is anything that the Borough Council can help with to progress this.

**Action: The Clerk is to respond to the parishioner. (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 cheques were proposed for payment by Cllr Crisp seconded by Cllr Stephens and agreed unanimously by those present.

**12. Correspondence**

The Chair asked whether anyone wished to see any items of correspondence; none did.

**13. Parishioners Feedback/Complaints**

Septic Tank

A Cllr reported that the septic tank recently installed by SBC to service Church Row etc. is excessively noisy. Residents had contacted SBC with regard to smell.

The meeting closed at 9.20 pm.

**14. Date of Next Meeting**

The next meeting will take place on Monday 5 October 2015, at Bishopstone Village Hall at 19:30 pm.

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