**BISHOPSTONE PARISH COUNCIL 577**

**Minutes of the Parish Council**  **held online at 7:30 p.m.**

**on Monday 3rd August, 2020**

**Those Present:** Jaine Blackman (Clerk), Val Brodin (Chair), Ian Thomas (Vice Chair), Nigel Crisp, Tom Green, Douglas Stevens, Gill May, Helen L’Abbate

1. **Public Question Time**

Two members of the public were in attendance.

The Chair answered submitted questions:

Traveller on the Ridgeway She explained the traveller no longer resides in the Parish after being compelled to move on following four years’ effort by Bishopstone Parish Council. It had informed Ashbury Parish Council about the relevant laws and the steps Bishopstone took.

Councillors’ Declarations of Interest The Chair explained that councillors are governed by a Code of Conduct (available on the Parish website).

PCC Funding request The Chair explained the Parish Council receives a grant from Swindon Borough Council which it passes in full to the PCC to pay for maintenance of Hinton Parva closed churchyard. For many years, the Parish Council has also made a voluntary contribution towards the maintenance of the PCC’s open burial grounds. The sum the PCC is asking for now represents a significant proportion of the Parish Council’s budget. It is only proper that the Parish Council fully debates how it spends public funds, and this item has been on the agenda and in the minutes for several months.

Clerk’s Salary The Parish Council is required by law to employ a Clerk and Responsible Financial Officer. The pay rates are set at National level and the hours of work reflect the task.

Claim that there are errors and omissions in minutes Every Parish Council meeting starts with councillors voting on whether the minutes are a true and accurate reflection of the previous meeting. If members believe there are errors or omissions, corrections are made before they are approved. The minutes are not a verbatim record of proceedings but record decisions and actions to be taken.

Broadband The Chair stated that it is not the Parish Council’s job to provide broadband. However, over the years, the Parish Council has supported many initiatives to bring better broadband to the Parish as it is an issue for villagers. As with most Parish Council work, communications take place outside of meetings and are therefore not minuted. The Parish Council has been named as joint lead with Cllr Sumner in the current attempt to bring gigabit fibre to villages in the ward, via the Openreach DCMS initiative, and will launch joint public communications on this when there is something concrete to communicate. The last meeting of the Parish Council heard that one member of the public in attendance was pursuing a broadband project that would be achievable more rapidly, and invited him to share this initiative. He messaged the meeting to say Openreach was the logical answer, that he had pledged £50,000 and was looking at starting a local ISP. He was encouraged to contact Cllr Sumner and work together for the good of the villages.

The Chair opened the meeting.

1. **Approved Apologies** Gary Sumner.
2. **Declarations of Interest** Cllr Stevens with regard to agenda item 15.
3. **Minutes of Last Meeting** (6th July)

The Chair asked for a proposal that the minutes of the July meeting be accepted as a true record. Cllr Green proposed the motion, which was unanimously agreed.\*

1. **Matters Arising**

**Inlands Farm:** Cllr Sumner had informed residents on Facebook that there was still time to object.

**Hinton Parva Charities:** Councillors agreed Peter Cooke should be asked to remain the Council’s representative.

**Complaints on Facebook:** To be discussed at September meeting.

1. **Planning**

 **S/HOU/20/0788** Erection of garage and car port at Oxon Place Bishopstone Swindon SN6 8PS (comments by 7/8). Cllr Stevens had been approached by a parishioner who objected to the proposal. The Chair stated SBC’s conservation officer had no objection if better quality materials were used. It was thought the new design was an improvement on the existing structure but concerns were raised it could lead to residential applications.

**ACTION: Cllr Thomas to draft a reply for Clerk to send.**

**Late Receipt of Planning Notifications**: None

**PENDING DETERMINATION**

**S/OUT/20/0533/JABU** Outline application for the erection of up to 299no. dwellings, commercial facilities up to 300 sq.m. (Use Classes A1/ A2/A3/A4/A5/ B1 & D1) with associated parking, landscaping, drainage and heritage trail - Access not reserved. Land At Foxbridge Village North, Wanborough Road, Swindon.

**S/OUT/17/1990** Outline planning application (with means of access to the A420 not reserved) for up to 1,550 homes; education provision including a 10 form entry secondary school and a 3 form entry primary school with attendant sports pitches; a sports hub and open space; a park and ride; a local centre up to 1,000sqm including classes A1, A2, A3, A4, A5 and D1 uses; public open space/green infrastructure; new informal and formal recreation spaces, the formation of a new permanent access from the A420 and a temporary construction access from the A420. Great Stall East - Land South Of The A420, South Marston Swindon.

**S/OUT/20/0160** - Outline application for up to 370no dwellings and a mixed use local centre of up to 1,500sqm floor space (use classes A1/A2/A3/A4/A5 and D1- Access not reserved – Land at Foxbridge Village, New Eastern Villages, Wanborough Road, Wanborough.

**S/OUT/19/0582** Outline planning application for 2,500 homes at Lotmead site.

**S/OUT/18/1943** Hybrid planning application for science park and associated works at Inlands Farm, Wanborough.

Deadline for objections 28th August.

**GRANTED - NONE**

**REFUSAL - NONE**

**APPEAL - NONE**

1. **Emailed report from Ward Cllr Gary Sumner**
* Tim Price has (our lengthman’s) estimate on The City and is liaising directly with Ian [Cllr Thomas] on any questions. (see agenda item 9 below)
* Junction 15 work starts 10th August and will take 12 months. The first 4-5 months will be mainly on the Swindon side of Junction 15. The overnight diversions via Ridgeway Road and Liddington require a TRO (which takes 12 weeks) but which will be in place by the time the work on that side of the M4 starts in the New Year.
* The application for ‘Swindon Science Park’ will go to a Special Planning Committee – likely to be the end of August.
* Application for Great Stall East is likely to go to a special late August Planning Committee.
* Reminder that Kite Hill is closed for 5 weeks (during school holiday) in Wanborough with diversions signposted.
* The Redlands Construction Plan was published on the Planning Portal under various Discharge of Conditions matters and the route shown is Pack Hill, Church Road, Callas Hill and High Street in Wanborough – clearly this is unsatisfactory and I have asked that Planning Officers highlight this as a dangerous route.

**ACTION: Cllr Green to draft a letter for the Clerk to send to SBC Highways department objecting and suggesting a safer alternative route via A419/Covingham.**

* Broadband. Gigabit Fibre Programme: I anticipate having the figures later in August from Openreach. Considering that in the minutes of the last meeting it was mentioned that residents are working on an alternative proposal which is quicker and that Parish Councillors are concerned about the timescale of the Openreach proposal I will let things take their course – the Openreach timescale (from sufficient sign-ups to fund the scheme) is around 12 months. I have am also arranging to meet another provider but will put that on hold pending the residents proposals and a steer from the Parish Council.

**ACTION: Chair to ask Cllr Sumner to continue to push Openreach and pursue other options.**

**8. Fibre broadband** Covered under Public Question Time and Ward Councillor’s report

**9. Works at The City** Cllr Thomasreported that the lengthman had quoted just under £11,000 for works to sort out flooding and mess, including collapsing banks. SBC will now also get quotes and inform the Parish Council of costs.

**10. Local Plan** No update.

**11. Key Area updates**

**Finance** - No report to make.

**Footpaths and Highways** – Cllr Thomas reported a precarious, low-hanging branch on the road from Hinton Parva to Hinton Springs. **ACTION: Cllr Thomas to inform Clerk of exact location, so it can be reported to SBC.**

The 30MPH sign entering Hinton Parva from Bodyhorse Hill is horizontal on the verge.**ACTION: Clerk to report to SBC.**

**Pond & Island** – Cllr Stevens reported increased wildlife including an egret and black-headed seagull.

**Hinton Parva Village Hall** – The management committee will meet this month to consider reopening.

**Bishopstone Village Hall** – Planning to reopen at the beginning of September. Councillors agreed the Village Hall could store its archive material within the PC’s archive area with the proviso it is kept locked. A key will be provided by the Parish Council.

**Hinton Parva Charities** – Covered in Matters Arising.

**Bishopstone United Charities** - No report to make.

**Trees** - No report to make.

**Russley Park Liaison** - No report to make.

**Planning** – It was reported that a speculative survey had been done on land between Bishopstone and Hinton Springs.

**Website/IT** – Cllr Crisp had looked in to using a different provider but concluded moving email would be too complicated.

**Responsible Financial Officer** – No report to make.

**12. Communication and Community Engagement policy annual review** Cllr May is in the process of updating the policy and felt views from parishioners about communication would be useful.

**ACTION: Cllr L’Abbate set up SurveyMonkey questionnaire and liaise with Cllr May and Chair re publicising it**

**ACTION: Chair to put notice on boards**

**ACTION: Clerk to include piece in Parish Times.**

**13. GDPR** The Chair reminded Councillors not to share parishioners’ email addresses unless they had given consent.

**14. Community Safety** Cllr Green reported there had been a disturbance at The Wyncies but the police were already aware.

**15. PCC funding request** Cllrs May and Crisp presenteddetails of the grant arrangements for the upkeep of the churchyards, along with arguments for and against future funding and suggestions for ways forward. After discussion, Cllr Crisp proposed a vote be taken on whether the Parish Council should contribute to the PCC’s churchyard and graveyard maintenance costs. The motion was seconded by Cllr Green. The meeting voted in favour of continuing to contribute, with one abstention. **ACTION: Cllr Crisp to bring proposals to September’s meeting to be voted on, to decide on the funding methodology and agree the accountability measures required to ensure good governance.**

**16. Co-option of Parish Councillor** It was agreed tocontact parishioners who had previously shown interest in being co-opted and also to advertise the vacancy. An application deadline of Friday September 4th was set, so that co-option could be voted on at the September meeting. **ACTION: Chair to post notices on boards, Facebook and website and to write article for Clerk to include in Parish Times. ACTION: Chair to contact previous applicants.**

**17. Accounts to be paid:** see Appendix 1

**18. Correspondence.** The Chair asked Councillors whether they wished to view any correspondence; none did.

**19. Parishioners Feedback/Complaints** None.

**20. Date and Venue of Next Meeting** The next meeting date is 7th September 2020 to take place at Bishopstone Village Hall and/or online, as circumstances permit.

**ACTION: Councillors to email the Chair their preferences for an online or hall meeting, or combination of both.**

**ACTION: Cllr Green to explore the possibility of setting up an online link at Bishopstone Village Hall.**

The meeting closed at 9.55pm.

\*Cllrs Green and Thomas ‘put their hand up’ to propose and second acceptance of the July minutes. Since Cllr Thomas was not present at the July meeting, Cllr Green has been recorded as the proposer of the motion to accept, which was unanimously agreed.

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| **Accounts to be paid****SUPPLIER**Jaine Blackman Clerk’s salary – no need for ratification agreed by CouncilAllbuild Lengthman’s invoice - no need for ratification agreed by Council Grant to PCC (second instalment) - no need for ratification agreed by Council | APPENDIX 1 | **Amount**£360.54£425.50 (£354.58 plus £70.92 VAT @ 20%)£925 |