

BISHOPSTONE AND HINTON PARVA PARISH COUNCIL

PARISH COUNCIL meeting to be held on

MONDAY 1<sup>st</sup> February 2016 AT 7:30 pm in BISHOPSTONE VILLAGE HALL

**AGENDA PC Meeting**

1. Apologies
2. Declaration of Interests
3. Public Question Time
4. Minutes of last meeting (4<sup>th</sup> January 2016)
5. Matters Arising
6. Planning

• **Late Receipt of Planning Notifications**

**PENDING DETERMINATION**

- **S/15/1520/NH** – Erection of a two storey rear extension – Garstons Mead, Church Lane, Bishopstone
- **S/15/0927/HC REVISED** – Erection of an extension of the Royal Oak PH to provide a restaurant area and 10 en-suite guestrooms & change of use of the True Heart PH (class4) to dwelling (Class 3) & associated works (Part demolition, extension & conversion of existing building) – Royal Oak & The True Heart, Cues Lane, Bishopstone
- **S/15/1701/RM** - Erection of 1 dwelling – Land off Short Drove, Hinton Parva
- **S/15/1940/HACO** – Demolition of conservatory & erection of a single storey in-fill extension & creation of a new terraced area – Sayers Bank, Cues Lane, Bishopstone

**OTHER ISSUES**

- **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

**GRANTED**

- **S/15/1934/HC** - Erection of a two storey rear extension, erection of pitched roof & conversion of garage into habitable space – Badgerstown Racing Stables, Hatchet Hill, Hinton Parva

**REFUSAL**

- **S/PRIORC/15/1825** – Prior approval notification for the change of use of 3 agricultural buildings to 3 residential buildings (C3) – West Hinton Farm, Hinton Parva Lane, Hinton Parva

7. Reports from Borough Councillor **AB**
8. Reports from Sub-Committees **ALL**
9. Devolution of Funding from SBC (see Appendix 2 : e-mail exchange between Ian Thompson (Chair) and Kirsty Cole (SBC Finance)) **ALL**
10. Main Points
  - GoRide **AG**
  - Eastern Villages Expansion **TG**
  - True Heart/Royal Oak **IThomas**
  - Work to the Dingle **IThomas**
  - Rural Broadband **AG**
  - Community Speedwatch **IT/TG**
  - Passing Places+ resurfacing works – New Road **AG/SMcG**
  - Footpath 10 – Bishopstone **ALL**
  - Traveler on the Ridgeway **AG**
  - Clean for the Queen Initiative **SMcG**
11. Accounts to be paid:
  - L D Drewett see Appendix 1 **Chair**
12. Correspondence **Chair**
13. Parishioners Feedback/Complaints **Chair**
14. The next meeting is to take place on 7<sup>th</sup> March 2016 in Hinton Parva Village Hall  
**Apologies to the Clerk before the meeting please**

APPENDIX 1

<u>Accounts to be paid</u> <u>SUPPLIER</u>	<u>Description</u>	<u>Amount</u>	<u>Cheque</u> <u>Number</u>
Inland Revenue	Tax on Clerks salary – no need for ratification agreed by Council	£73.40	001091
L D Drewett	Clerks Salary - no need for ratification agreed by Council. (2 <b>hours O/T</b> @ new rate £9.90 per hour = £19.80)	£292.90	001092

## APPENDIX 2

See below regarding clarification of key points. Note e-mails are in reverse-date order.

Ian

-----Original Message-----

From: Kirsty Cole <[KCole@swindon.gov.uk](mailto:KCole@swindon.gov.uk)>  
To: iktconsulting <[iktconsulting@aol.com](mailto:iktconsulting@aol.com)>  
Sent: Tue, 19 Jan 2016 12:48  
Subject: RE: Transfer of services to Bishopstone & Hinton Parva PC

Hi

Yes that's right thanks.

Regards

**Kirsty Cole** ([kcole@swindon.gov.uk](mailto:kcole@swindon.gov.uk))  
**Head of Finance and Change**

Resources

Swindon Borough Council

Tel: 01793 46 4610

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Web: [www.swindon.gov.uk](http://www.swindon.gov.uk)

**From:** [iktconsulting@aol.com](mailto:iktconsulting@aol.com) [<mailto:iktconsulting@aol.com>]

**Sent:** 19 January 2016 12:45

**To:** Kirsty Cole

**Subject:** Re: Transfer of services to Bishopstone & Hinton Parva PC

Kirsty

Many thanks. Just so I'm absolutely clear, my understanding of the position is that the year one allocation of cash would be £9,220 but that this would include the PC taking responsibility for the HRA estate. The source of the funds would in practice be split between SBC General Fund and HRA but from the PC stand-point, that distinction is irrelevant. Am I correct?

Regards,

Ian

-----Original Message-----

From: Kirsty Cole <[KCole@swindon.gov.uk](mailto:KCole@swindon.gov.uk)>  
To: iktconsulting <[iktconsulting@aol.com](mailto:iktconsulting@aol.com)>  
Sent: Mon, 18 Jan 2016 15:29  
Subject: Transfer of services to Bishopstone & Hinton Parva PC

Hi Ian

Sorry for the delay in getting back to you. I have annotated your e-mail below *[in red]* with the additional information to be taken to your next parish meeting. I have also attached a blank deed in the format we have used with other parishes in which we would document the agreed service transfers. If you are happy with what has been documented below, I can arrange for this to be populated with the detail of the proposed service transfer information and transitional funding for Bishopstone and Hinton Parva.

Please let me know if you need anything else.

Regards

**Kirsty Cole** ([kcole@swindon.gov.uk](mailto:kcole@swindon.gov.uk))  
**Head of Finance and Change**

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Tel: 01793 46 4610

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**From:** [iktconsulting@aol.com](mailto:iktconsulting@aol.com) [<mailto:iktconsulting@aol.com>]  
**Sent:** 05 January 2016 14:09  
**To:** Kirsty Cole  
**Subject:** Transfer of services to Bishopstone & Hinton Parva PC

Hi Kirsty.

At our meeting last night, the parish council agreed *in principle* to the transfer of the proposed services (grounds maintenance/street cleaning) on the basis you set out subject to clarification of a number of matters (see below).

Along with another councillor, Stuart McGuigan, I met with Martin Hambidge and Robert Core on 17th December. One outcome of the meeting was some adjustment to the sum that could potentially be transferred to us. Within your figure of £10,000 is a sum of £2,200 attributable to highways verge maintenance and the recommendation was that this should remain with SBC to enable continuation of a borough-wide contract. We would concur as the risks associated with parishes taking this on would be too great. This reduced the potential transfer to £7,800. However, they identified an additional sum of £1,420 attributable to maintenance of footpaths, bridleways etc. that could also transfer to us thereby increasing the total to £9,220 (in year one). **This is agreed as the revised figure.**

The first point to clarify is that the sum identified excludes ongoing maintenance of the HRA estate in Bishopstone. This is the small cul-de-sac off the High Street known as the Wyncies. Your presentation stated that this responsibility would remain with SBC. **This isn't correct. What I was trying to propose in the presentation was that the parish would take responsibility for the service but the Council would reimburse you for this on an on-going basis from the money currently paid by the HRA to the General Fund. In order to ensure all of the grass in the villages are maintained to the same standard, we would propose you take responsibility for these areas in future. (SBC will continue to mow the individual gardens for aged and infirmed tenants who cannot do this themselves and pay the Council to do so). This HRA funding will be netted off the transitional funding but will be paid to you separately on an on-going basis.**

We note that gully cleaning is currently excluded from the proposed transfer but would also welcome assurance that this extends to culverts as there a number in both villages that require periodic clearance to prevent or remedy flooding of the highway. **Highways will continue to do this work and have responsibility for it due to flooding issues.**

Another issue discussed was fly-tipping which is an ongoing headache for us. The expectation was that the service transfer would include this responsibility but there remained a grey area in respect of special/hazardous waste. Martin and Robert provided some assurance that this could remain a borough responsibility where special and potentially costly disposal arrangements were required (e.g. fridges, asbestos, tyres). Therefore some clarification of respective responsibilities is required for the avoidance of future doubt as the one-off costs of disposal could be disastrous for us as a parish council. **What is proposed and has been adopted by other parishes is that the Parish Council takes responsibility for boot-size tippings of non-hazardous waste and SBC retains responsibility for tippings that require a larger vehicle or specialist disposal.**

Linked to the above, we have promoted an annual village clean-up for a number of years, usually in March. This involves removing accumulated litter and fly-tipping from the highways verges. SBC has provided litter-pickers, bags, hi-vis vests and gloves. More importantly, however, SBC has removed the accumulated waste at the end of the exercise! Last year, there was a truck-load. Robert and Martin indicated a willingness to continue assistance with this but, again, we are looking for some formal commitment/clarification for the avoidance of doubt. **During 2016-17, this arrangement can continue but, if we get to a situation whereby the whole Borough becomes parished and SBC no longer retains a central team, we will need to revisit this in 2017-18.**

Finally, the question of trees was discussed. Our notes record that minor works would become a PC responsibility but that major surgery or felling where required would remain with SBC. Recently, SBC undertook some major felling etc. works on an avenue of mature trees adjacent to the main road in Bishopstone. **Agreed.**

I look forward to a response re the above. Ideally what we need is something by way of a memorandum of understanding/service level agreement covering the future split of responsibilities as the basis for proceeding. Meanwhile, we are intending to obtain quote(s) from third parties for ongoing cyclical works in order to better inform our decision whether to proceed. Having said that, and subject to clarifying the above, we are confident of being able to deliver the service more cost-

effectively and to thereby mitigate any future council tax increase accordingly. We would therefore hope to be in a position at our next meeting on 1st February to take a firm decision.  
Best wishes, Ian