

BISHOPSTONE PARISH COUNCIL
Minutes of the Parish Council Meeting
held at 7:30 p.m.
on Monday 1st August 2016
at Hinton Parva Village Hall

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

1. Approved Apologies

Douglas Stevens, Tom Green, Andy Greenhalgh.

2. Declarations of Interest

There were no declarations of interest.

3. Public Question Time

One member of the public was in attendance and the Chair welcomed him to the meeting. He had attended the meeting to show his interest in developments with regard to "The Hovel". Cllr Thomas explained that he had spoken with SBC and they had received no response from the developer by the deadline set. SBC officers had suggested that the developer be allowed more time for a response and that the letter originally sent by the Council asking for more information should be hand delivered in case the previous letter had been lost in the post. Subsequently, an email had been received from the developer stating that he was not prepared to give any further information than that which he had previously provided and that if SBC was dissatisfied with this response and wishes to pursue legal action then he was more than happy to attend court. The SBC Enforcement Officer will prepare a report to be considered by the Borough Solicitor and owing to the holiday period this may take until the end of August. Cllr Thomas has offered the Parish Council's assistance. He went on to say that Cllr Stevens has photographs and video of the demolition of the property. He went on to explain that the photographs demonstrate that the property was bigger than the minimum requirements for demolition without permission. The property had not been in a dangerous condition..

The parishioner commented that that this was an important case as the outcome will set a precedent for the future. Cllr Sumner asked if The Hovel was noted as a building of interest in the Conservation Area Appraisal. The Clerk was asked to keep this item on the agenda

4. Minutes of Last Meeting

The Chair asked for a proposition that the minutes of the July 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 Clerk had received a response from the housing association stating that an operative was at the Forty earlier in the year and the hedge was cut. The area cut back was the edge nearest the road but not the top of the hedge as that is the tenants' responsibility. She asked that the Parish Council take a photo of the area of concern and send it to the Wiltshire Rural Housing Association.

Action: To be carried forward as an outstanding issue.

Action: Cllr Thomas is to take some photographs of the areas of concern.

Passing Places – New Road

Cllr McGuigan wanted to ensure that reminders were sent to SBC.

Complete: Cllr Green is to forward drawings to SBC. (Complete)

Signed:

Date:

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. **As Cllr Green was not in attendance, this item was carried forward.**

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

Lengthman Works – Permissive Footpath

Cllr Greenhalgh had researched the rights and responsibilities of permissive paths and emailed his findings to Cllrs shortly after the July meeting. It was therefore decided that the way forward would be for Cllr Stevens to talk to the landowner when he felt it was appropriate.

Action: Cllr Stevens is to talk to the landowner when appropriate.

Rural Broadband

As Cllr Greenhalgh was not in attendance he had asked that this item be carried forward. 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.

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

Bird House on the Pond

The Clerk explained that the email to the parishioner was pending final approval by councillors. She was asked to send the email as a draft again for Cllrs approval before sending.

Action: The Clerk is to re-send a draft email Cllrs approval before sending to the parishioner. (Complete)

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. The Clerk is to forward the email to Cllr Sumner for his help.

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 is to forward the email to Cllr Sumner. (Complete)

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

Bishopstone Fire Engine

The Clerk is to follow up on progress with Swindon Museum.

Action: The Clerk is to chase progress Swindon Museum. (Complete)

Action: The Clerk is to respond to the Archivist with details to date. (Complete)

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

Overhanging Willow Branches

Cllr Cooke reported that he had not yet attended the affected area and this item was carried forward. The overhanging willow branches were at City Corner and not at the Church. The affected parishioner is concerned about her telephone wires.

Action: Cllr Cooke is to look at the area with Cllr Crisp.

Dog Bins

Cllr Stevens had asked for the locations where the bins were needed via email.

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

Dingle Steps

The Clerk had contacted SBC with regard to the bottom steps at the Dingle not having 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. No response had been received to date. The Clerk is to chase progress.

Action: The Clerk is to progress with SBC.

[Post meeting note: A response was received from Martin Fry 2.8.16 and was forwarded to Councillors for their information. SBC could not see any problems with the steps, but asked that the vegetation between the church car park and footbridge in the valley bottom be cut back. The Lengthman has been notified.]

Sign at Short Drove

Suzanne Cole (SBC) had responded to the Parish Council with regard to the requested sign at Short Drove and other signage problems that had been reported. She is going to provide further information in the next couple of weeks.

6. Planning

- **S/16/1154/ CB** – Erection of a two storey & single rear extension & front porch – Coombe Cottage, Bodyhorse Hill, Hinton Parva
Councillors had no objections to the above planning application.
Action: The Clerk is to write to SBC. (Complete)
- **S/16/0685/RM** – Erection of two storey side & rear extensions – Elm Cottage, Short Drove, Hinton Parva - **REVISED**
Councillors had no objections to the above planning application.
Action: The Clerk is to write to SBC. (Complete)
- **S/RES/16/1233KC** – Application for approval of reserved matters in relation to appearance, landscaping, layout and scale for phase 5 (Unit 1) of outline planning permission S/OUT/14/0253 – Employment development including B1b (research & development/light industrial), B1c (light industrial), B2 (general industrial & B8 (warehouse & distribution), new landscaping & junction to A420 (means of access not reserved – Eastern Villages South, Land At And To The South of A420 (Great Stall Middle), Swindon, Wilts
Cllr Sumner advised that no response was needed.
- **S/16/1225/KC** – Application for approval of reserved matters in relation to appearance, landscaping, layout and scale for phases 1-4 & 7 of outline planning permission S/OUT/14/0253 – Employment development including B1b (research & development/light industrial), B1c (light industrial), B2 (general industrial & B8 (warehouse & distribution), new landscaping & junction to A420 (means of access not reserved. (Variation of condition 1 from Reserved Matters application S/RES/15/1522 -Eastern Villages South, Land At And To The South of A420 (Great Stall Middle), Swindon, Wilts
Cllr Sumner advised that no response was needed.

Late Receipt of Planning Notifications

The following planning applications had been received after the agenda had been issued:

- **S/LBC/16/1261** – Installation of 4G LTE Receiver on wall at rear of property – The Malt House, High Street, Bishopstone
Councillors had no objections to the above planning application.
Action: The Clerk is to write to SBC. (Complete)
- **S/LBC/16/12362** - Installation of 4G LTE Receiver on Gable End Wall below thatch – Spring Cottage, Nell Hill, Bishopstone
Councillors had no objections to the above planning application.
Action: The Clerk is to write to SBC (Complete)

PENDING DETERMINATION

- **S/15/1701/RM** - Erection of 1 dwelling – Land off Short Drove, Hinton Parva
The Clerk had received an update via email from Rhian Morris. Councillors agreed that a response should be sent back to Rhian outlining the significance to the parish council of this application.
Action: The Clerk is to draft a letter from Cllr Thomas' observations. (Complete)
Action: Once approved the Clerk is to forward the letter to the planning officer. (Complete)
Action: Cllr Sumner will talk to the planning officer.

Signed:

Date:

- **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 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
- **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

OTHER ISSUES

- The Hovel Demolition

This item was discussed at item 3.

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

GRANTED

- **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.

REFUSAL

NONE

7. Reports from Ward Councillor

Cllr Gary Sumner advised that the possible changes to the northern boundaries for Bishopstone and Wanborough parishes will not be taking place as South Marston parish council had objected and this cannot be opposed.

A meeting had taken place with Nigel Hale at SBC and it has been decided that the proposed 16 seater mini bus service will not happen. The figures were for a £100K subsidy to run the service. As this would mean a large bill to the affected Parish Councils in due course, Gary considered that Councillors would support his view that the service was not financially viable. The current SBC subsidy of £15K per annum will be contributed to the number 47 replacement service supplied by West Berks which represents good value and Gary was determined to press for it to be retained.

More planning applications for the Eastern villages were being received by SBC, in particular in respect of land to the south of the A420. One proposal is for a 10-form entry secondary school with associated Primary and Special Needs facilities. A key concern was the lack of footbridges or underpasses for what is a heavily used major road. He advised that it is very important for the Parishes to comment on this aspect of the application as the lack of these facilities will cause further traffic congestion with consequential “rat running” through the villages. The recent Lotmead application had been turned down and an appeal has been submitted

The Great Western Hospital are actively in conversation with the Borough over a shortfall in health provision locally including shortfall in provision of GP’s. In Swindon it can take 4-6 weeks to get an appointment

8. Reports from Sub Committees

No sub committees had met.

9. **Lengthman Work**Hinton Parva Footpath

Cllrs agreed that it was not appropriate to fund the maintenance of the footpath running from the road next to Boxwood House across to Bodyhorse hill other than the initial stretch which would be cut as required.

Permissive Footpath

This item was discussed at item 5.4.

Action: Cllr Stevens is to talk to the landowner when it is appropriate.

Height of Hedge

A parishioner had contacted Cllr Greenhalgh with a request to trim an overgrown hedge that is behind 1 Thatchers View and abutting the footpath that parallels the stream in the Dingle. Cllr Thomas had sent an email to Cllrs before the meeting explaining the situation. He had visited the site with the parishioners and explained that it was one of the hedges that SBC should have been maintaining. They had been asked to cut overhanging branches on occasion. This has now been passed over to the Lengthman and would be cut on an ad hoc basis. Cllr Thomas had suggested that he bring this back to the meeting with a view to sharing the costs 50/50 with the affected parishioners. Cllrs were in agreement with the suggestion of paying half of the cost of the bill. The parishioners are to get a quote from the Lengthman and once this is received it will be brought back to the meeting for approval.

10. **Main Points**Bus Services

The 47 bus service is up and running.

Action: The Clerk is to remove this item from the agenda.

Eastern Villages Expansion

This item was covered under item 7.

Rural Broadband

Cllr Greenhalgh was not in attendance. Cllr Sumner felt that it would be useful to ask the Borough Council in 6 months' time how much take up there had been.

Action: The Clerk was asked to remove this item from the agenda.

Passing Places – New Road

Cllr Green was not in attendance.

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

Resurfacing Works – New Road

Cllr Green was not in attendance.

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

Traveller on the Ridgeway

The Chair asked if any of the parishioners complain about the traveller as he had only ever had positive feedback. Cllrs had not received any feedback one way or the other, but some consider that the encampment is an eyesore. The Church Commissioners had responded to the PC's letter and will continue to keep a watching brief on the situation.

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

Pond & Island Risk Assessment

The Clerk had forwarded the updated risk assessment to Cllrs highlighting the 2 signs that were missing. The Clerk is to ask Cllr Stevens to take the lead on this item, providing a definitive size and cost for the signs and the ordering of them.

Action: The Clerk is to ask Cllr Stevens to take the lead on the ordering of the signs from Seqol. (Complete)

Cllr Stevens has asked the Lengthman for a quote for the extensive works required to the bridge on the island. Cllr Stevens is to get 2 more quotes in line with best practice.

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

Signed:

Date:

School Traffic Control

Cllrs were of the view that what Suzanne Cole (SBC) had suggested was very sensible. However, Cllr Thomas considered the “20mph” sign was already in the best place for visibility if only the owners of the property kept the vegetation cut back. Cllr Sumner suggested that the Lengthman should be asked for a quote for the works and someone should speak with the owners emphasising the compromise to children’s safety and ask for permission to undertake the works if they refuse to do it.

Action: Cllr Thomas is to speak with the owners of the property.

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

Refuse Collection

This item had been discussed at item 5.7.

Bishopstone Fire Engine

This item was discussed at item 5.8.

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.

Cllr Crisp queried the June invoice for the Lengthman. The Clerk was asked not to issue payment until the details had been checked by Cllr Thomas and Cllr Cooke.

Cllr Crisp was concerned that the work being carried out may take the Lengthman over the capped amount for the year. Cllr Thomas and Cllr Cooke are to liaise with Lee Wells for more information on the invoice. Once they are happy for the June invoice to be paid they will notify the Clerk.

Action: The Clerk is to send copies of the last three invoices to Cllr Thomas and Cllr Cooke. (Complete)

Action: Cllr Thomas and Cllr Cooke are to ask the Lengthman for more details for the works carried out. Once happy with the information they will ask the Clerk to pay the invoice.

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:

Development opposite Icknield Cottage

On behalf of residents, Cllr Thompson had filled in a complaint form that had been provided by SBC with the key question asking whether the intended use of the land required planning permission. He has not yet received a response.

Action: Cllr Sumner is to follow up with SBC why no response has been received.

Fly Tipping

Cllr Brodin reported some top soil and garden clippings dumped in the lay-by, Body Horse Hill.

Action: Cllr Brodin is to report the fly tipping to SBC.

Gravel over the High Street

Cllr Thomas asked the Clerk to write to the owner of the Chapel thanking him for cutting the hedge so quickly. She should also ask if he could rake his gravel back onto his drive from the High Street.

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

Bench in The Wyncies

A parishioner had reported to Cllr Thomas that the bench in The Wyncies needs repairing.

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

Pot Holes – Nell Hill

Cllr Stevens had reported that the issue of pot holes leading up Nell Hill be brought to the meeting.

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

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

The meeting closed at 8.58 pm.

14. Date of Next Meeting

The next meeting will take place on Monday 6th September 2016 at Bishopstone Village Hall at 7:30 pm.

Signed:

Date: