

**BISHOPSTONE PARISH COUNCIL**

**Minutes of the Parish Council Meeting  
held at 7:30 p.m.  
on Monday 1<sup>st</sup> October 2012  
at Hinton Parva Village Hall**

**Those Present:** Simon Jenkins (Chair), Lesley Drewett (Clerk), Karolyn Tapper (Vice Chair), Julian Cooke, Ian Thompson, Nigel Crisp, Andrew Greenhalgh, Ian Thomas, Stuart McGuigan.

**1. Approved Apologies**

Douglas Stevens, Cllr Andrew Bennett.

**2. Signing of Declaration of Office**

The Chair welcomed Councillors to the meeting and explained that new declarations of office had to be signed by those Councillors who had not yet done so. One more Councillor had to sign. On completion, the Clerk advised those present that everyone had now signed their Declaration of Office.

**Action: The Clerk is to forward the Declaration of Office to the Borough Solicitor. (Complete)**

**3. Declaration of Interests**

There were no declarations of interest.

**4. Public Question Time**

The Chair welcomed four members of the public to the meeting and brought this part of the meeting forward, but it has been left in this part of the minutes for continuity. He then asked if the parishioners had come to discuss the rural speed management plans and explained that this was the only part of the meeting in which they could participate, unless the meeting was closed later for further discussions.

The Chair went on to explain that Councillors had seen the revised plans to the Bishopstone Western Gateway via email and the meeting was the first opportunity for them to view the paper documentation. The Chair asked if anyone wished to see the paper copies, but they were all happy with the information shown on the electronic copies they had received. The revised plans were made available and explained to the members of the public.

A parishioner stated that it was felt that the road narrowing could cause problems with traffic coming into the village at the western edge, in that after the gateway cars would speed up to overtake tractors moving slowly, rather than wait behind them until they turned off. It was felt that a better method of controlling traffic would be a flashing light before Prebendal Farm, with large red strips stating 30mph on the road. The parishioners had concerns over accidents and asked if the system could be reversed if it was not successful. The Chair explained that the measures were being put in place to try to prevent speeding.

After discussing the revised proposals, the parishioners present agreed that moving the western gateway c5 meters to the west had addressed their concerns about exiting from the gateway on the south side of the road with a tractor and long trailer.

It was also stated that the school flashing light does not show clearly to traffic coming from the direction of Idstone, due to being obscured by a bush. The Chair explained that this had been discussed at the last meeting. The owner of the property had cut the bush back as much as he could and the Lengthman had since been asked to take this on periodically as one of his duties. It was suggested that a red circle with 'Children School' painted on the road had been seen in other villages.

Signed: .....

Date: .....

After listening to the parishioners comments the Chair explained that the rural speed management proposals would be discussed under item 9.1. Parishioners were welcome to stay at the meeting, but they would be unable to make representation unless the meeting was closed. The meeting was then re-opened.

**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 Greenhalgh, and unanimously agreed. The minutes were then signed by the Chair.

The Chair asked for a proposition that the minutes of the September meeting be accepted as a true record; the proposition was put forward by Cllr Thompson, and unanimously agreed. The minutes were then signed by the Chair.

**6. Matters Arising**

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

Tree Removal - Bishopstone

This item was to be discussed later in the meeting.

Community Speed Watch

The Chair and Cllr Crisp had attended the Locality meeting in Bishopstone Village Hall on 27 September. Approximately six members of the public were present. The Chair had asked Jackie Moyles where the Parish stood with regard to the training for the Community Speed Watch initiative. Jackie explained that the volunteers have to complete some documentation before training can take place; progress therefore is on-going.

Wiltshire Wildlife Trust

Cllr Stevens had copied the Wiltshire Wildlife Trust in on the email sent to Rob Selbourne and a response has been received. The Wiltshire Wildlife Trust is happy with the proposals, but they would like a water vole survey carried out if any dredging is planned. Councillors agreed that dredging would not be attempted.

**Action: Cllr Stevens is to check this with Rob Selbourne, after which a date will be set to carry out the work and seek volunteers.**

Bus Stop Notice Board

This item had been carried forward.

**Action: Cllr McGuigan is to try to locate a notice board and get a quote in time for the next meeting.**

Solar Panels

This item was to be discussed later in the meeting.

**7. Planning**

**S/12/1322/ROBI** – Variation of condition 2 from previous permission S/10/0379 for the erection of a two storey dwelling, detached triple garage and associated works – Lower Farm, Lower Farm Lane, Bishopstone

The above planning application had been withdrawn.

- Late Receipt of Planning Notifications  
No late applications had been received.

**Conservation Area – Section 211 Notices:**

NONE

**GRANTED**

No granted schedules had been received.

**REFUSAL**

No refusal schedules had been received.

**8. Reports from Borough Councillor**

The Borough Councillor had given his apologies. A Councillor enquired whether a briefing note should be sent to Councillors when Cllr Bennett is unable to attend, in case anything

urgent needed attention. The Chair stated that Cllr Bennett had agreed to brief him before the meeting if he felt there was a need.

**Action: The Chair is to check whether there are any important issues.**

The Chair informed Councillors that Cllr Bennett had chaired the Locality meeting; from this and other matters he would prepare a draft for the November issue of the Parish Times, on the following:

- SBC are opening a consultation period on a Council Tax Support scheme which will replace the current Council Tax Benefit system; the consultation will be open until 9 November 2012.
- Inspector Roger Bull’s report on Neighbourhood Policing and the statistics for the rural villages.
- WALC publication on saving money with an oil scheme,
- A village clean-up day on Sunday 25<sup>th</sup> November 2012 was agreed by Councillors.

**Action: The Chair is to circulate a draft for the Parish Times for Councillors comments. (Complete)**

**9. Reports from Sub Committees**

Rural Speed Management

The Chair reminded those present that the revised plans had been seen and discussed with the members of the public and that after further consultation with local farmers, they were happy with the proposals. He then went through each section as follows:

- The eastern end of Bishopstone. Councillors approved the plans for this area.
- Signage on Cues Lane. Councillors approved the plans for this area.
- The western end of Bishopstone, and the meeting with SBC held to discuss modifications, was then discussed. The Chair asked Councillors whether after hearing the representations he had their approval. Cllr Thomas reminded those present that a lot of people had been involved in these discussions including SBC, Halcrow (SBC’s engineers), Councillors and members of the public, and we should rely on their expert advice. He was concerned about the parishioners’ worries but felt that the design had been amended to take account of their original concerns. It was noted that even though it may seem to urbanise the village, and may not be aesthetically pleasing, gateways such as this do reduce speeding. Villages have been changing for many years and this process cannot be stopped. Another Councillor noted that taking speed management away from properties reduces pollution with regard to emissions and noise. Councillors were sensitive to changing the village, but felt it would reduce speeding. Councillors approved the plans for this area.
- The relocation of signs and also improvement of signage in the area of Hinton Springs was then discussed. Councillors approved the plans for this area.

The Chair closed the meeting at this point. The relocation of signs and the danger when entering the Icknield Way from West End Lane were discussed. A Councillor asked that the Council try for a mirror at this point again.

**Action: The Clerk is to request a mirror on the Icknield Way opposite West End Lane. (Complete)**

Parishioners asked if the footpath that used to continue from Prebendal Farm to West End Lane could be reinstated.

**Action: The Clerk is to contact Annie Ellis. (Complete)**

The Chair re-opened the meeting at this point.

The very narrow piece of road between Hatchett Hill and White Hill was discussed; there is no budget for improvements to this area at present but SBC have stated that they will look at it in the future. It was felt that signage around the white cottages close to Hinton Parva Village Hall would be welcomed by residents. The signage at Body Horse Hill will also be improved. Councillors then approved the plans for this area.

Signed: .....

Date: .....

**Action: The Chair is to notify SBC that the plans have been approved. (Complete)**

Wanborough Working Party- SPD Eastern Villages

There had been a meeting on 12 September 2012, which the Chair, Cllr Greenhalgh and Cllr Crisp had attended. The Chair of Wanborough Parish Council has drafted a letter to SBC (Sam Howell), but the Chair was unsure whether the letter has been sent. Cllr Cooke noted that some of the area proposed for development is definitely a flood plain.

**Action: The Chair is to contact Gary Sumner. (Complete)**

A small development of houses on Redlands Farm appeared to have been slipped in to the Eastern development with no due warning to Wanborough Parish Council. This could bring the development very close to the parish boundaries of Wanborough and Bishopstone. Following a short discussion with Cllr Bluh at the Locality meeting in Bishopstone, it had been suggested that a meeting should be arranged with him and the Chair of Wanborough Parish Council.

Another SBC meeting is scheduled to take place regarding Neighbourhood Planning on 3 October 2012 in Bishopstone Village Hall. As no confirmation had been received, the Clerk is to contact Wanborough's Clerk.

**Action: The Clerk is to seek clarification that the meeting is still taking place. (Complete)**

[Post meeting note: The new Clerk, Lorna Nolan, has left and the original Clerk, Angela Raymond, has assumed the position of Clerk once again.]

Bishopstone Pond & Island – Maintenance Responsibilities

SBC have not responded to the recent site visit.

**Action: The Clerk is to keep this item on the agenda. (Complete)**

Village Website

Some progress has been made. Cllr Greenhalgh and Phil Ainley are to meet shortly. Everyone agrees that it is a good idea to merge the websites. The school website will be separate, but will be linked. Cllr Greenhalgh will be reviewing and picking a tool for merging the sites. Each section will have editorial rights.

Rural Broadband

Cllr Greenhalgh is awaiting feedback from SBC and UK Broadband on a financial proposal. It is the Government's intention to improve broadband services to everyone, but there are no firm dates.

**Action: The Clerk is to keep this item on the agenda. (Complete)**

Neighbourhood Planning

Cllr Thomas reported that he had had a good discussion with Navigus Planning, who the Parish Council receives the newsletters from, as to whether it is worthwhile for the Parish Council to be thinking about preparing a Neighbourhood Plan, in light of rumoured costs. Cllr Thomas had queried whether it was needed as Bishopstone, in the current planning hierarchy, is classed as a secondary rural settlement, which means that only infill development is permitted, with only 1-2 dwellings in an otherwise built up frontage. Therefore the current development on Church Lane is about all Bishopstone will get under the current planning policies.

The staff at Navigus agreed with Cllr Thomas that in the emerging core strategy that is being prepared at the moment by SBC, the status of Bishopstone and Hinton Parva is unlikely to change and, on that basis, they agreed that probably it was not worthwhile worrying about a Neighbourhood Plan, unless the Parish Council is in favour of more development. If it is pro-development, in order to get some community benefits out of it, then it is worth considering. Cllr Thomas then gave an example of a planning application in Ashbury whereby gifts for the community are being discussed with the Parish Council. This is something the Parish Council needs to think about if they wanted some of these benefits (i.e. a shops, play area etc.), then realistically this is the only way to get it. A Neighbourhood Plan should be prepared when it is time to decide where any development should be. This would put the Council in control of guiding the development, how big it is and what it contains.

Once a Neighbourhood Plan is in place that says it believes the village can take 12 houses, for example, and the site has been identified for these houses, then the Neighbourhood Plan will provide protection for future development coming into the village, as it would have to be in accordance with the Plan.

Cllr Thomas explained that this was a subject for discussion in the future and, if it is something that the Parish Council wanted to progress, then they would open it up for discussion.

The staff at Navigus explained that, as we are a very small Parish, this Neighbourhood Plan would probably be a 1 or 2 issue plan and would probably only cost approx. £2,000 to prepare and would take around 3-4 months to draft. This would go out to consultation, any amendments would be made and submitted to an independent examiner and finally there is a referendum within the Neighbourhood Plan area. A majority of only 1 more than 50% of the turnout is needed to have it passed. The referendum and examination are funded by the Parish Council. It would take approximately 8-9 months from the consultation through to the referendum. Navigus would help with the drafting.

An important point that came out of the briefing is that one Neighbourhood Plan only for every Parish is permitted and therefore the area defined has to be considered carefully as only people in the neighbourhood concerned may vote in the referendum.

Councillors thanked Cllr Thomas for a well-articulated presentation.

**Action: The Clerk is to leave this item on the agenda. (Complete)**

**10. Locality Spend**

Bus Stop Notice Board

This item had been dealt with under item 6.4.

**11. Main Points**

Solar Panels

As requested at the last meeting Cllr Thomas had contacted Richard Bell at SBC to clarify his letter. He had suggested a survey if the Parish Council wanted to pursue the approach of an Article 4 direction; he had also provided a draft article for the Parish Times.

Cllr Thomas explained that it was a photographic survey that Richard Bell had been referring to. Basically, he was very supportive to the principal of an Article 4 direction, but it would have to be properly evidenced. Ideally he would require a photographic survey of existing solar panel installations in the village, that the Parish Council have deemed to have caused harm. If there is insufficient evidence in Bishopstone, then Councillors can go elsewhere for evidence. A discussion followed. Councillors were supportive of taking forward an Article 4 direction for the Conservation Area of Bishopstone, initially at least.

**Action: The Chair and Cllr Thomas are to liaise.**

**12. Accounts to be Paid**

There were no accounts to be paid that had not already been agreed against the precept.

**13. Correspondence**

The Chair then asked if Councillors wished to view any of the other correspondence. None did.

A Critical Friend – WALC communication

The Clerk asked whether Councillors would like to have someone from WALC attend one of the Parish Council meetings. It was agreed to have someone attend when the Borough Councillor was also in attendance.

**Action: The Clerk is to liaise with the Borough Councillor and invite a representative along. (Complete)**

[Post meeting note: The cost of this service proved too high.]

**14. Parishioners Feedback/Complaints**

Dead Elm Tree

Signed: .....

Date: .....

Two quotes had been received and the Clerk had requested the third in time for the meeting, but it had not arrived. The quotes were discussed and one was accepted.  
[Post meeting note: The third quote has since been received.]

Cllr Tapper proposed that the quote for £75+VAT be accepted; this was seconded by Cllr Thompson and unanimously agreed.

The Clerk has been asked to provide letters of proof of non-ownership of the tree and also a copy of the sign placed on the tree asking for any objections.

**Action: The Clerk is to obtain letters of proof on non-ownership from local residents and a photograph of the notice on the tree. (Complete)**

#### Christmas Tree

Cllr Tapper informed Councillors that the Village Hall committee had agreed to plant a Christmas tree in front of Bishopstone Village Hall; a tree had been donated to the village hall. Cllr Tapper asked for a donation for some lights from the Parish Council. Cllr Thompson asked for a donation for lights for the tree at Hinton Parva Village Hall also.

Councillors agreed in principal to a donation to purchase lights for both village halls.

#### Map of Designated Environmental Schemes

Cllr Cooke and Rob Selbourne are pulling together a draft map of designated areas for wildlife to present to the Parish Council, as the area around Charlbury Tump has been damaged by walkers. Councillors felt this was an excellent idea and that this could be included on the website under environmental schemes.

#### Blocked Drains

A Councillor advised the Clerk of a blocked drain to the north of the Methodist Chapel in Hinton Parva that needs clearing, as it is flooding water down the lane.

**Action: The Clerk is to contact Bob Ostaszewski. (Complete)**

#### Broken Stile

A Councillor advised the Clerk of the gate leading from the footpath at the Methodist Chapel to City Corner, which has collapsed.

**Action: The Clerk is to contact Annie Ellis. (Complete)**

#### Wooden Structure

A wooden structure has been built across a ditch in Green Lane, Hinton Parva; the ditch is also being filled in with rubble.

**Action: Cllr Cooke is to check and feedback to the Clerk.**

### **15. Date of Next Meeting**

The next meeting will take place on Monday 12 November 2012 at Bishopstone Village Hall, starting at 19:30 pm.

**Action: Apologies to the Clerk before the meeting.**