

BISHOPSTONE PARISH COUNCIL

**Minutes of the Parish Council Meeting
held at 7:30 p.m.
on Monday 13th April 2015
at Bishopstone Village Hall**

Those Present: Ian Thompson (Chair), Lesley Drewett (Clerk), Ian Thomas (Vice Chair), Nigel Crisp, Val Brodin, Andy Greenhalgh, Julian Cooke, Douglas Stevens, Tom Green, Cllr Andrew Bennett.

1. Approved Apologies

Stuart McGuigan. Cllr Andrew Bennett had informed the Clerk that he would be late arriving at the meeting owing attendance at another meeting.

2. Declaration of Interests

Cllr Ian Thompson declared a non-pecuniary interest in item 6.1 – Certificate of lawfulness for The Chalet, Hinton Parva.

3. Public Question Time

There were no members of the public in attendance.

4. Minutes of Last Meeting

The Chair asked for a proposition that the minutes of the March meeting be accepted as a true record. The proposition was put forward by Cllr Thomas 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:

Archiving

The archiving of the documents in the village hall archive room has been delayed and the item has been carried forward to the next meeting.

Action: The Chair, Cllrs Crisp and Greenhalgh are to co-ordinate the disposal of documents.

Passing Places

This item was to be discussed at 10.9.

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

Body Horse Hill Diversion

The Chair informed the meeting that a fantastic job had been carried out on Icknield Way. It was pleasing that SBC had listened to the Parish Council's comments with regard to the diversion. Cllr Brodin stated that the promised works of signage and the 200 metres of white warning lines had not been carried out. These works were due to take place in April.

Action: The Clerk is to contact the person that telephoned Cllr Brodin. (Complete)

Cllr Cooke explained that he had received a complaint from a parishioner. A foot wide trench had been left opposite Upper Farm and he explained that it would be extremely dangerous for traffic using this road. The parishioner had informed SBC who were not willing to take action. However, he considered that this should be pursued with SBC.

Action: The issue is to be raised with Cllr Bennett.

Cress Beds

This item was to be discussed at item 10.8.

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

Signed:

Date:

Section of Ridgeway

These works had still not been completed. Cllr Thomas had not received a response from Martin Fry of SBC and neither had the Clerk. Cllr Thomas had tried to contact him via email and voice mail. He expressed his disappointment, especially regarding the Dingle where it had been promised that works would be completed by the end of March.

Action: Cllr Thomas is to chase progress on the works with Martin Fry. (Complete)

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

Burnt Out Car

The car was still in situ, but it is on private land. The Chair explained that all the rubbish had been removed from the car. Cllr Bennett had been instrumental in the removal through the Locality team.

Action: Cllr Cooke is to speak with the landowner. (Complete)

Footpath 18

Martin Fry had still not responded to the Clerk's email regarding the sections of the path along footpath 18 that are badly eroded. Some filling of holes was still required.

The Lengthman had been asked to cut back the excess vegetation.

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

6. **Planning**

The following planning applications had been received.

- **S/LDP/15/0282LOMO** – certificate of lawfulness (Proposed) for the change of use of chalet to dwelling – The Chalet, Church Row, Hinton Parva

Cllr Brodin explained that Parishioners have submitted several good letters of objection. Discussion took place and it was agreed that based on the feedback from parishioners, Cllrs should strongly object to the application. The burden of proof should be firmly placed on the applicant. The Chair did not take part in the vote.

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

- **Late Receipt of Planning Notifications**

None

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
- **APP/U3935/W/15/3002268 – S/14/1096** – Erection of 1 no dwelling and associated works - Land Adjacent Willow House, Church Row, Hinton Parva
- **S/15/0165SASM** - Erection of a single storey rear extension over garage & loft conversion – West Hinton Cottage, Hinton Parva Lane, Hinton Parva
- **S/15/0091TB** - Erection of a storage building – Hinton Marsh Farm, Mill Road, Hinton Parva
- **S/15/0216TB** - Erection of 8 stables, tackroom & hay store – Land at Bodyhorse Hill, Hinton Parva

OTHER ISSUES

None.

Late Receipt of Planning Notifications

No late planning applications had been received after the agenda had been issued. However, an appeal had been received.

GRANTED

The following granted schedules had been received.

- **S/LDE/14/2144 SASM** – Certificate of Lawful Development (Existing) for the conversion of part of garage to habitable space – Trainers Cottage, Russley Park, Baydon
- **S/LBC/15/0027/HC** – Rebuilding of a collapsed section of wall – Prebendal Farm, Icknield Way, Bishopstone

REFUSAL

No refusal schedules had been received.

7. **Reports from Ward Councillor**

Cllr Bennett arrived late but this item has been left in this part of the minutes for continuity.

The Chalet application was discussed and Cllr Bennett agreed that the planning enforcement team appear to have been lax in this instance. Cllr Crisp asked what was happening to improve this department. Cllr Bennett told the Parish Council that evidence statements should be put together to prove that the Chalet has not been lived in. He was informed that parishioners have done this. Cllr Crisp suggested inviting Louise Moore to the next Parish Council meeting where she could explain her actions in relation to the Chalet and the ongoing concerns of Russley Park residents; this was unanimously agreed. Cllr Bennett explained that there is a very lengthy legal process for enforcement to follow but felt it was appropriate to invite her to a meeting.

Cllr Bennett reminded Cllrs that the Local Plan had been fully approved.

Cllr Greenhalgh informed Cllr Bennett that there were issues around the lack of progress and responses to actions concerning Martin Fry. Cllr Thomas went on to reiterate the problems he has had when trying to get a response on the Dingle, the Ridgeway Trail and Footpath 18.

Action: Cllr Bennett is to lodge a complaint on the hotline. (Complete)

The Clerk is to draft a cumulative response on all the issues for Cllr's approval.

Action: The Clerk is to write to Tim Price, Gwillam Lloyd, copying in Andrew Bennett & Martin Fry. [Post meeting note: This action was dealt with by Cllr Bennett and a response had been received and responded to by Cllr Thomas.]

Cllr Bennett then reported that by the end of the year the rural broadband wireless system will be in place and it will provide 99.4% coverage. The budget has already been agreed. There will be a total of 22 masts.

Cllr Greenhalgh asked whether Cllr Bennett would attend Parish Council meetings once he took on the role of Mayor next year. He explained that he is hoping to honour as many of his normal commitments as possible as most of his duties should be during the day, but Monday nights are difficult for him.

8. Reports from Sub Committees

There were no reports from any sub committees.

9. Standing Orders

The standing orders had to be updated by the removal of Item 1.11 owing to new legislation: *Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is not permitted without the Council's prior (written) consent.*

Cllr Brodin proposed that the standing orders be accepted with the removal of item 1.11, This was seconded by Cllr Thomas and unanimously agreed by all present.

10. Main Points

Sewage – Thames Water Report

Cllrs understood the work was to start on 14th April 2015. Cllrs requested that the item be kept on the agenda.

Action: The Clerk is to keep this item on the agenda until works are completed.

Eastern Villages Expansion

The Chair had attended the meeting and had sent a briefing note to Cllrs before the meeting. It was explained that there was no master plan in place. Rat running remains a prime concern and the Chair had asked what steps would be taken to manage any congestion resulting from the A420 road works that would back up through Shrivenham and then result in traffic seeking an alternative route through the parish. No specific measures were being put in place and SBC seemed reluctant to acknowledge that this will be a problem.

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

Signed:

Date:

True Heart/Royal Oak

A public exhibition had been held for parishioners in Bishopstone Village Hall. The proposal was discussed to inform Hinton Parva Cllrs.

Councillors noted that there had been no attempt to market the pub as a free house and some were of the opinion that this should take place. An outstanding question was the status of the True Heart as an "Asset of Community Value".

[Post meeting note: The Clerk has received an email from Sharon Smith of SBC:

"The True Heart will now be removed from the List of Assets of Community Value. However you will be aware that there is nothing to prevent a further nomination being made in respect of a property which is taken off the List following a disposal."

Councillors considered it appropriate that a public meeting should be called when a planning application has been received.

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

Work to the Dingle

Cllr Thomas had still not received a response from Martin Fry. He has copied Cllr Bennett into his emails.

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

Article 4 Direction

The Article should have been adopted in March and wasn't, but it has been promised that this will go before committee in May. The consultation period has ended. Cllr Thomas has spoken with Dave Dewart who is handling this and he said that every resident that wrote in supported the Article.

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

Rural Broadband

The Clerk had forwarded Cllr Greenhalgh the DRAFT minutes from the cabinet meeting for his information. He explained that the tender from UK Broadband had been accepted and Cllr Greenhalgh is now speaking with them directly. They expect the contract to be signed some time week commencing 20 April 2015. They are in the process of investigating site acquisition for new masts to support the coverage of Swindon. The plan will be to have the business in place and launched by the end of the year. The plan is still to use outdoor antennae, which does increase the cost. However, the agreement with SBC is that the infrastructure costs will be subsidised by SBC.

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

Community Speedwatch

The Clerk had been informed that the intended training on 22 April was fully booked. Cllrs discussed future dates and the Clerk asked that all of the outstanding application forms are completed and returned to her as soon as possible. Cllrs are to contact interested parishioners for their email details.

Action: The Clerk is to re-send the application form to Cllrs. (Complete)

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

Cress Beds

Cllr Thomas informed those present that Rob Selbourne had approved the idea of a sign/information board. This should be installed to show the history of the cress beds and be linked to the village walk.

Action: Cllrs Thomas and Greenhalgh are to liaise on a plan.

Passing Places

No further contact has been made.

Action: The Clerk is to follow up on progress with SBC. (Complete)

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

Low Carbon Development Orders

The deadline for the consultation had been extended to 2nd May as the Clerk had been missed off the original email distribution from SBC. Another Parish Council had raised the issue that this was subverting the normal planning process. Cllr Bennett explained that this was not

intended. Cllrs discussed whether this was an issue for the Parish Council and it was agreed that it could be if there was an application in a neighbouring parish that might in turn impact on our parish.

It was agreed that the Parish Council's response should be that there was no objection to the currently listed LDO sites, but that the Council would welcome assurance that there would be full consultation on any sites within our areas that were to be considered in the future.

Action: The Clerk is to produce a draft response for Cllrs Thomas and Bennett's approval. (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 Thomas, seconded by Cllr Crisp and agreed unanimously by those present.

12. Correspondence

The Chair asked whether anyone wished to see any items of correspondence, none did. He queried the correspondence regarding Pensions and the Clerk explained that after liaising with Cllr Crisp, she had provided her name as the main contact. Everything will be in place by April 2017. However, the Clerk did not think that this was relevant for her.

The Clerk reminded Cllrs of the email she had forwarded to them from CPRE with regard to the Best Village Competition. No interest was shown.

13. Parishioners Feedback/Complaints

Large Tree Limb in the Dingle

Cllr Stephens informed those present that the large tree limb that had come down in the Dingle was to be cleared that weekend.

Russley Park

A complaint had been received from a parishioner with regard to an enforcement issue that had not been followed up by the Parish Council. However, this problem had been placed in the hands of SBC. The Clerk has been in touch with SBC and has had a response from Louise Moore, which has been forwarded to the parishioner. Once a site visit has taken place and a final response has been received the Clerk will notify the parishioner.

Action: The Clerk will keep the parishioner updated.

Traveller on the Ridgeway

Cllr Greenhalgh reported that there was a traveller on the Ridgeway. Cllr Thomas advised that Rob Selbourne had spoken to the same traveller 2 or 3 years ago and the PC had chosen not to take any action then. The traveller subsequently moved on within a couple of months. Councillor Thomas has agreed to monitor the situation.

Action: Cllr Thomas is to monitor the situation.

Lengthman

The Chair asked that the Lengthman puts liners in the dog waste bins.

Action: The Clerk will notify the Lengthman. (Complete)

The meeting closed at 9.23 pm.

14. Date of Next Meeting

The next meeting, AGM & Parish Assembly will take place on Monday 11 May 2015, at Hinton Parva Village Hall at 19:00 pm.

Action: Apologies to the Clerk before the meeting.

Signed:

Date: