

## BISHOPSTONE PARISH COUNCIL

### Minutes of the Parish Council Meeting held at 7:30 p.m. on Monday 2<sup>nd</sup> June 2014 at Hinton Parva Village Hall

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

**1. Approved Apologies**

Andy Greenhalgh, Stuart McGuigan.

The Chair gave a warm welcome to Cllr Val Brodin and thanked her for joining the Parish Council. Val then signed her Acceptance of Office. The Clerk had forwarded the Declaration of Interest and Pecuniary Interests forms to Val before the meeting and she handed them to the Clerk for the records.

The Chair introduced Val to Ward Cllr Andrew Bennett and Cllrs.

**2. Declaration of Interests**

There were no declarations of interest.

**3. Minutes of Last Meeting**

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

**4. Matters Arising**

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

Permissive footpath: installation of dog bin

Cllr Thomas confirmed that the owner of the permissive footpath was happy for the dog bin to be positioned to the left of the kissing gate. The Clerk is waiting for details of when the bin will be delivered from Stratton St Margaret Parish Clerk.

**Action: The Clerk is to follow up on progress of delivery.**

The stile out of the dry valley where the permissive footpath meets the Ridgeway is also broken. This action is still outstanding.

**Action: Cllrs Greenhalgh and Stephens are to liaise with the landowner and fix the stile if he is happy for the Council to do so.**

[Later in the meeting it was agreed that the Clerk should contact SBC to see if they will repair the stile.] (Complete)

True Heart

Cllr Thomas had chased the architect again just after the last meeting and he had confirmed that he had no further instructions from Mr Jones. He emailed the architect again, but had not received a response.

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

Village Information Board

Cllr Greenhalgh will co-ordinate the installation of the Information Board. As Cllr Greenhalgh was not in attendance and none of the other Councillors had been contacted regarding installation, this action was carried forward.

**Action: Cllrs Greenhalgh, Stephens, Thomas and Cooke are to co-ordinate the installation of the sign.**

Signed: .....

Date: .....

**5. Public Question Time**

There were no members of the public in attendance.

**6. Planning**

- **S/14/0815HECO** – Construction of a carport over existing parking area (retrospective).

Councillors had objected to the materials chosen for the roof and were concerned that a precedent would be set if the structure were granted.

**Action: The Clerk is to send a draft letter to Cllr Thomas for his approval. (Complete)**

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

**Late Receipt of Planning Notifications**

The following late planning notifications had been received after the agenda had been issued.

- **S/13/0813HC** - Rebuild of boundary wall (amendment to previous permission S/13/0198) – Vorty Stables, Nell Hill Bishopstone

Councillors had no objection to this application.

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

- **S/LBC/12/0814HC** - Amendment to listed building consent S/LBC/12/0106 – Increase chimney flue by 1.2m to a total height of 1.8 above roof level & replacement of single glazed wooden casement windows with non opening double glazed wooden frames painted white & erection of a boundary wall – Vorty Stables, The City, Bishopstone

Cllrs suggested that the flue should be matt black to reduce the impact on the amenity value of the area.

**Action: The Clerk is to send a draft letter to Cllr Thomas for his approval. (Complete)**

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

**GRANTED**

No granted schedules had been received.

**REFUSAL**

No refusal schedules had been received.

**7. Reports from Ward Councillor**

Councillor Bennett informed Councillors that in the local elections, the Conservatives had increased their majority on the Borough Council.

He went on to explain that Mike Fox, the inspector at the EIP, was quite flexible and appeared to listen to serious issues, rather than purely digesting what was on the documentation provided to him. It was anticipated that it would be about three months before he would be in a position to make firm suggestions to the Secretary of State, who will then adjudicate.

Cllr. Bennett informed the council that with effect from Friday 6<sup>th</sup> June 2014, he would be the Deputy Mayor for Swindon Borough with the expectation that he would then become Mayor for the 2015/16 civic year. The Chair gave his congratulations to Andrew on behalf of Councillors.

Cllr Bennett provided the Clerk with his new address and telephone number and explained that the change of address will not impact on his attendance at meetings or his role as ward councillor.

**Action: The Councillor will amend Cllr Bennett's details in the Parish Times. (Complete)**

**8. Reports from Sub Committees**

There were no reports from the sub committees.

**9. Lengthman Contract**

The Chair asked whether Cllrs were broadly happy with the works carried out to date. He explained that Hinton Parva currently looks good and the Lengthman has added the triangle to his specifications. In general Cllrs were comfortable with the works being carried out.

The Clerk was asked to contact the Lengthman with regard to making his first cut in June a few days before the village fete on June 14<sup>th</sup> 2014. The Clerk was also asked to remind the Lengthman to contact Cllr Thomas, as the footpath representative, directly with any queries he may have.

**Action: The Clerk is to contact the Lengthman regarding a cut before the fete. (Complete)**

**Action: The Clerk is to ask the Lengthman to contact the footpath representatives directly with any queries. (Complete)**

**Action: The Clerk is to remind the Lengthman to submit his invoice. (Complete)**

A Cllr reported a tree in Oxon Place 10-15 yards from the main road which is almost touching a cable.

**Action: The Clerk is to contact Southern Electricity.**

**10. Main Points**Football Pitch Revival

Cllr Thomas informed those present that correspondence had been received from Helen Browning who is to speak with the cow man regarding cutting the grass.

**Action: Cllrs Thomas and Greenhalgh will inspect the field after the cut to check for remedial works.**

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

Village Information Boards

As Cllr Greenhalgh and Cllr McGuigan were not in attendance, this item was carried forward to the next meeting.

**Action: The Clerk is to add this item to the next agenda. (Complete)**

True Heart

This item had been discussed at item 4.2. The Chair asked that the item remain on the agenda as a standing item.

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

Thames Water – Sewage

The Chair explained that Huw Thomas from Thames Water is to attend the July meeting. He had received a copy of the questionnaire completed by the owner of Pinfold, which had been sent to Thames Water. This was the only copy that had been received. In order that the Parish Council could facilitate discussions with Thames Water, the Chair had asked for copies of any submissions to be provided by residents. As no other copies had been received the Chair had asked the owner of Pinfold to check with neighbours whether submissions had in fact been made. This had been confirmed, but other residents claimed that they did not have the facility to copy these to the Clerk. As Thames Water had stated that internal sewage overflows were always treated as a priority, a further attempt would be made to establish whether any residents had reported this.

A Cllr reported raw sewage overflow at the Dingle and asked the Clerk to put in a formal report.

**Action: Cllr Stephens is to provide the Clerk with details. (Complete)**

**Action: The Clerk is to send a report to Huw Thomas before the next meeting. (Complete).**

Signed: .....

Date: .....

**Action: The Clerk is check that parishioners completed questionnaires have been received and logged. (Complete)**

Details required from Thames Water at the July meeting will be:

- What works had been carried out to date.
- How effective has the new pump been?
- Has the survey of manhole covers been carried out?
- Have the blockages been assessed.

Cllrs expect that the minimum report Huw should provide is progress on identifying the problem. Following on from that would be the commitment to come back with a plan to correct the problem once it has been identified.

**Action: The Clerk is to answer the parishioner's last email. (Complete)**

#### Work to the Dingle

A bigger scheme has been promised by Charlotte Riggs (SBC), but there has been no progress to date. Cllr Thomas has asked to be kept involved with any proposed plans.

**Action: The Clerk was asked to put this item on the next agenda. (Complete)**

#### Archiving

The Chair had visited the archive room with the Clerk and had been surprised at the amount of documentation stored. The Clerk was asked to seek advice from NALC and SBC on retention of records and Cllrs had been forwarded this information before the meeting. Herefordshire provide some clear definitive advice as to what is needed to be kept statutorily and what Councils might want to keep as it would be valuable to its parish in the future. He explained that sorting the documentation is a mammoth task. Some should be discarded and some should be sent to the Wiltshire Archives as currently it was at risk of deterioration.

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

### **11. Accounts to be Paid**

The following cheques were presented for approval:

- L D Drewett £21.87

The Clerks salary and timesheet had been sent to the Chair of the Finance Sub-Committee for checking before the agenda had been issued.

The above expenses 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.

### **13. Parishioners Feedback/Complaints**

#### Overhanging Vegetation

Cllr McGuigan had received complaints from a parishioner and had asked the Clerk to bring these to the meeting in his absence. The Clerk reported the overgrown vegetation at the end of the path from her house to Icknield Way - opposite the school playground. Some is on village hall land. There is also overhanging foliage at both the top and bottom ends of Newtown Lane.

**Action: The Clerk was asked to contact the relevant people to deal with the problem. (Complete)**

A Hinton Parva Cllr reported an overhanging branch on Body Horse Hill which had almost caused an accident.

**Action: Cllr Stephens is to contact the owner of the land.**

A Cllr had reported some dangerously leaning gravestones in the closed churchyard to the PCC. The closed churchyard is SBC's responsibility. Cllr Stephens asked for the contacts details as the PCC representative.

**Action: The Clerk is to notify SBC of the problem with the gravestones. (Complete)**

**Action: The Clerk is to provide the SBC contact details to Cllr Stephens. (Complete)**

The Clerk was asked to contact SBC for help with repairing the stile at the top of the permissive footpath.

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

Co-option of Councillor

Cllr Griffith's vacancy had been advertised. It is anticipated that Cllrs will be able to co-opt a new Councillor at the next meeting.

The meeting closed at 8:57 pm.

**14. Date of Next Meeting**

The next meeting will take place on Monday 7<sup>th</sup> July 2014, at Bishopstone Village Hall at 19:30 pm.

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

Signed: .....

Date: .....