

**BISHOPSTONE PARISH COUNCIL**  
**Minutes of the Parish Council Meeting**  
**held at 7:30 p.m.**  
**on Monday 3<sup>rd</sup> April 2017**  
**at Hinton Parva Village Hall**

**Those Present:** Ian Thomas (Chair), Lesley Drewett (Clerk), Val Brodin (Vice Chair), Douglas Stevens, Nigel Crisp, Stuart McGuigan, Andy Greenhalgh, Julian Cooke, Gill May, Cllr Gary Sumner.

**1. Public Question Time**

- Jamie Williams – Gasson Associates – Foxhill  
The speaker did not attend. The Clerk has emailed him to check if he wishes to attend the June meeting.

There were no members of the public in attendance.

**2. Approved Apologies**

Tom Green.

**3. Declarations of Interest**

There were no declarations of interest shown in the items on the agenda. Cllr Greenhalgh explained that he would have to express an interest in the “Friends of the Ridgeway Charity” in the future if there were any discussions as he had just become a member.

**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 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:

White Lining Outside School

The work is still outstanding owing to weather conditions.

Repair Bridge on the Island

Quotes have been received and this item was to be discussed later in the meeting.

Refuse Collection

The Clerk had not received a response to her 2 emails chasing progress. Cllrs present said that collections were definitely on the decline again in Church Lane and West End Lane where large vehicles are being used once more. These are damaging the verges. They have also forgotten the last 3 recycling collections.

**Action: Gary Sumner is to chase progress on the decline and also the use of small vehicles at Cues Lane and The Wyncies.**

Bishopstone Fire Engine

No further progress to date. Cllrs await the new loan agreement to be set up with Wafers at Neath.

**Action: The Clerk is to chase again for the loan agreement. (Pending)**

Pond & Island Allotment

Cllrs Greenhalgh and Stephens had met with the headmistress. This item was to be discussed later in the meeting.

Services from SBC – Fly Tipping Signs

The 6 signs and 3 posts were ready for installation. Cllr Crisp explained that sites for these were needed and they could then be installed. The Chair felt another sign was needed at New

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Road. Cllr Cooke reported asbestos had been tipped at White Hill. Cllr May informed those present that she had read an article regarding fly tipping around the Mosaic data that SBC have been working on. Another Council had reported that that fly-tippers have a lot of interest in harm to animals and since displaying signs showing this it has significantly reduced their fly-tipping problems.

**Action: Fly-tipping sign locations to be agreed and then installed**

#### BT Telephone Boxes

Karen Phimister is still waiting for an answer.

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

#### Facebook

Cllr May had brought back some guidance. This item was to be discussed later in the meeting.

#### Footpath at the Wyncies

The Chair is to speak with the owners of 15 The Wyncies about the possibility of removing the chain-link fence.

**Action: The Chair to contact the owners**

### 6. **Planning**

- **S/HOPU/17/0437/SASM** – Erection of a timber cabin – C Acres, Hinton Parva Lane, Hinton Parva  
The Clerk reminded Cllrs that the description had been changed to “Erection of a Residential Annexe to main Dwelling for a Carer”. Cllrs felt that this was really an application for a new dwelling. Cllr Brodin explained that the large plot of land has had a fence put across separating the land from the main dwelling. The Clerk was asked to write to SBC giving the same reasons as given for Short Drove as the Parish Council has to remain consistent in its responses. The Parish Council is somewhat confused by this application as there appears to be no Application Form and no Design and Access Statement submitted with the application. The only form that can be seen is a CIL liability form.

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

- **S/LBC/17/0451/SASM** – Proposed removal below roof line of modern brick chimney to Western Elevation – Wintons Cottage, High Street, Bishopstone  
Cllrs had no objections to the above planning application.

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

The Chair asked whether Cllr Sumner had received any further updates on the Short Drove application as this had been on hold for over a year. Cllr Sumner had received an email which stated that this application is now with the In House Design Team to look at what design comes back out for consultation.

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

#### **PENDING DETERMINATION**

- **S/LBC/16/1841** - Installation of 4G LTE Receiver – The Old Bakery, Oxon Place, Bishopstone  
Cllrs had no objections to the above planning application.

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

- **S/PRIORC/16/1979 SASM** – Prior Approval Notification for the change of use of an agricultural building to residential dwelling (C3) – Upper Farm, Hinton Parva Lane, Hinton Parva
- **S/15/1701/RM** – Erection of 1 dwelling – Land off Short Drove, Hinton Parva, Swindon
- **S/LBC/16/1602/HC** – Erection of a detached garage - Land Adjacent to ‘Sarsens’, High Street, Bishopstone
- **S/RES/16/1233KC – REVISED** - 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
- **S/16/1225/KC – REVISED** - 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

- **App/U3935/W/16/3154437/APP/U3935/W/16/3154441** – Outline Planning Application (with means of access off Wanborough Road not reserved) for up to 200 dwellings (Use Class 3) with open space, landscaping & associated road & drainage infrastructure to form the southern part of Lotmead Village – Lotmead site, Eastern Villages, Swindon
- **APP/U3935/W/16/3154437/APP/U3935/W/16/3154441-** Outline planning applications (with means off Wanborough Road not reserved) for the demolition and/or conversion of the existing buildings on site & redevelopment to provide up to 2,600 dwellings, up to 1765sqm of company/retail uses (Use Class D1/D2/A1/A3/A4), up to 3,000 sqm of business/employment us (Class B1), a primary school, open space, strategic landscaping & other green infrastructure (including SUDs & areas indicative primary access road corridors to the A420 & improvements& widening of existing route off Wanborough Road to provide pedestrian, cycle & bus access – Lotmead Site, Eastern Villages, Swindon
- **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** – Revised Outline Planning Application for the erection of up to 370no 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 – Redlands, Eastern Villages, Swindon – Revised Documents

#### **OTHER ISSUES**

- The Hovel Demolition

The court hearing was adjourned owing to the lack of court space. Cllr Crisp has found out that the hearing will now be held on 31<sup>st</sup> May 2017 at 14:00 at Chippenham.

**Action: Cllr Sumner is to check with Louise Moore whether she has received an official date.**

#### **GRANTED**

- **S/HOU/17/0181** - erection of a porch, pitched & hipped roof across the existing front elevation & rendering of external walls – The Bungalow, Oxon Place, Bishopstone
- **S/HOU/17/0224** – Erection of a single storey rear extension – Seymour House, Church Lane, Bishopstone

**S/16/1454** - Erection of a new dwelling – 5 High Street, Bishopstone. This application has been **withdrawn**.

- **S/15/0927** – Development comprising alterations to the Royal Oak & alterations to, and partial demolition of, The True Heart (former public house) to provide 11 rooms for guest accommodation & outdoor kitchen area

#### **REFUSAL**

**NONE**

#### **7. Reports from Ward Councillor**

Cllr Sumner explained that there were no further updates to the NEV applications.

He reiterated that the Short Drove application is going before the Design Review Panel next month following which it will be presented to a later planning committee. The revised plans will come out for consultation in due course.

He reminded Cllrs that the traveller on the Ridgeway had now left the site.

He then went on to advise those present that a parishioner in Church Lane, Hinton Parva had contacted him and Robert Buckland with regard to the cars parked on the road and the damage that allegedly occurs to them. The parishioner had mentioned that the Conservation Officer had previously objected to the creation

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of off-street parking due to the adverse impact on the Conservation Area. Cllr Sumner is to discuss with the Conservation Officer and report back at the next meeting.

Cllr Sumner asked whether Cllrs had seen the publicity about the change of hours at Barnfield Road. Cllr Sumner has spoken with Keith Williams of Recycling and Refuse who explained that this will be reviewed in due course, but it was a cabinet decision and has not been voted on. It was felt that this does not help the fly tipping crisis. He had received another photograph of litter at Charlbury Tump on Saturday. Cllr Sumner is enquiring about the possibility of a road closure via a TRO. Cllr Sumner asked whether the refuse bin had been removed but it is still on site as no decision had been made to remove it. A discussion took place around the removal of the bin and it was decided to leave this in place for now and to pursue the possibility of the closure of the road.

Cllr Sumner advised that the planning committee are arranging a public meeting in May at The Wyvern about the Keypoint application, which is the large waste to energy plant at South Marston, just behind the railway line. This has a large chimney and Cllr Sumner felt this should be discussed and communicated to parishioners. The plant will take processed waste and turn it into fuel. Cllr Crisp explained that Public Power Solutions want to use it to generate electricity, get the subsidy, get rid of the waste and eliminate landfill. Cllr Sumner felt that Cllrs should be concerned about the potential for pollution. Cllr Crisp queried whether this was in the right location owing to the 6,000 homes that are to be built close by.

Cllr Crisp then asked Cllr Sumner about the Council Tax bills which show an 8% rise. He was concerned as the Parish had not increased its precept, how did it increase its Council Tax by 8% which is 3% more than the maximum. Cllr Sumner explained that no Council Tax bills were increased by more than the requirement to trigger a referendum. Cllr Crisp explained that the blame had come on the parishes and he felt this situation could have been handled better.

There was some discussion about the Royal Oak and Cllr Greenhalgh reported that apparently Arkells have no budget left for the landscaping. The Parish Council agreed this should be pursued and the Chair explained that if there was a landscaping scene as part of the consent then this should be implemented.

**Action: The Clerk was asked to send the documentation to Gary to progress with the planning officer.**

[Post meeting note: The Chair had contacted the planning officer and the Clerk has forwarded the emails onto Cllr Sumner for his information.]

## 8. Reports from Sub Committees

### Pond & Island Allotment

Cllr Greenhalgh and Cllr Stephens had met with the headmistress and a member of the Governors. A good open discussion took place. The headmistress (Emma) did not realise the background of purchasing the island and that there was a management plan in place. Emma has concerns over the school's ability to manage the allotment space. The school is concerned about the bridge being unsafe. There is a lot to be tidied up and they need to have the ability to look after the site and shed as they have done in the past. Emma is to ask for the support of parents. The school would like to do this in conjunction with the rest of the village to incorporate the annual Eden project Save the Planet/Conservation day which all schools get involved with. They have had good involvement with parents in the past on this day. On that day they will tidy their space and hoped to make it a broader day to encourage villagers to attend with FOBS providing teas and coffee. This could take place sometime in mid-June. Cllrs asked whether there would be a new bridge by this time.

**Action: Cllr Greenhalgh is to provide an article for the May Parish Times.**

### Bridge over to the Island

The third and final quote had been received from Green Attitude who had carried out the works on the Dingle. The quotes were discussed and Cllr Stephens was asked to contact Allbuild to clarify that his specifications were identical to the other quotes especially whether they had allowed for concrete pads for the bearers as this was not clear in the quote provided. He was also asked to provide Lee with a deadline for the works to be completed. It was suggested that when the bridge has been repaired a sign is erected showing "No Dogs Allowed." A quick fix solution was suggested in order that the clean-up day could take place.

**Action: Cllr Stephens was asked to speak with Lee with regard to specifications and a deadline.**

## 9. Lengthman Work

### Services from SBC – Fly Tipping Proposal

The Chair explained that the offer of £4,000 from SBC in return for the PC taking on responsibility for all footpaths in the parish needed to be discussed. Cllr Brodin noted that the

minutes stated that this had been agreed in January but the Chair explained that no contract had been signed and the opportunity to change this decision had arisen because of the extra information received. The Chair went on to explain the information received from Martin Fry of SBC which confirmed that landowners had responsibility for maintaining footpaths that crossed their land and that in theory there should be little cost to the PC. The Chair went on to explain that he had agreed some wording with SBC that would mean that the PC would not be liable for removing any fly-tipping if it did not want to.

**Action: The Clerk is to forward the insurance details to Cllr Brodin. (Complete)**

The Chair proposed that the PC accept the £4,000 payment from SBC and to amend the deed to take account of the better fly-tipping wording. This was seconded by Cllr Greenhalgh and unanimously agreed.

**Action: The Chair is to go back to SBC to accept the offer and ask for a DRAFT contract.**

**Action: Cllr Brodin will proof read the contract.**

**10. Sewage Treatment Plant**

Cllr Crisp explained that the landscaping service is undertaken by Avon Services and they need chasing to trim the site. The plant is functioning well. The financial discussions between SBC and the residents is still ongoing, but the Parish Council is not involved with this.

**Action: Cllr Crisp is to chase Avon Services.**

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

**11. Social Media Options**

Cllr May explained that Cllr Brodin had forwarded a document on ‘Connecting Councillors’. Cllr May had offered to look at the options and share these with Cllrs.

**Action: Cllr May is to forward her briefing to Cllrs.**

GM shared a number of options for the Parish Council to consider following the scoping and researching as to what other Parish Councils have in place regarding the use social media.

Whilst recognising all the many benefits social media can offer and appreciating the need for a code of practice to support councillor use, it was agreed that the priority at this stage is to have a communications policy. It was further agreed that should we wish to progress the use of Face Book and or Twitter we would consider this at a later stage.

**Action: Cllr May will work on a DRAFT communication policy and bring this back to the meeting.**

**Action: The Clerk should keep this item on the agenda.**

**12. BT Telephone Boxes**

Karen Phimister is waiting for a response.

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

**13. Main Points**

Eastern Villages Expansion

There had been no further development on the Eastern expansion.

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

New Passing Places – New Road

The new passing places are almost finished and Cllr Green has discussed re using Henry Stoye’s planing materials to help improve the other passing places on New Road. He is very happy to assist. They agreed that when the SBC works are finished they will seek to arrange a weekend for the farm to move chippings to the sites – he will then need some bodies to help rake and level them out.

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

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Resurfacing Works – New Road

Cllr McGuigan is keeping a watching brief on the condition of the road. Cllrs felt the whole of New Road had deteriorated and sections are starting to crack.

**Action: Cllr McGuigan is to take photographs at different times during the year. (Pending)**

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

Traveller on the Ridgeway

The traveller had now moved on. Cllrs said the site was reasonably tidy.

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

School Traffic Control

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

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

Refuse Collection – The Wyncies & Cues Lane

This item is ongoing and was discussed at item 5.3.

**Action: The Clerk is to chase SBC again and copy in Cllr Sumner.**

Bishopstone Fire Engine

No contract had been received yet.

**Action: The Clerk is to chase this up again.**

**14. 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 Cooke, seconded by Cllr Stephens and agreed unanimously by those present.

**15. Correspondence**

The Chair asked whether anyone wished to see any items of correspondence; no-one did.

**16. Parishioners Feedback/Complaints.** The following concerns were raised:

Bin on Charlbury Tump

The Chair asked whether the bin on Charlbury Tump should be relocated, but it was agreed that more information was needed before a decision was made. A parishioner has apparently been picking up the rubbish daily.

**Action: Cllr Stephens is to ask Lee for his feedback and bring this back to the next meeting.**

Cllr Crisp asked why our part of the Ridgeway allows vehicles and whether there might be an there an option to close it if people want to.

**Action: The Clerk is to email Martin Fry. (Complete)**

Community Clean Up

Cllr Greenhalgh will pull together an article for the May newsletter requesting parishioners to tidy up as they see litter.

**Action: Cllr Greenhalgh will provide an article for the Parish Times. (Complete)**

Ridgeway Link

Cllr Crisp asked about the donation to the Ridgeway Link and whether it was used. Cllrs agreed that it was a useful service.

Pot Holes

Cllr Cooke reported pot holes on Body Horse Hill.

**Action: Cllr Cooke is to report the potholes to Fix my Street.** [Post-meeting note: the potholes were filled on 6<sup>th</sup> April.]

Asbestos on White Hill

Cllr Cooke reported that asbestos had been dumped at White Hill.

**Action: The Clerk is to report the asbestos on White Hill to Streetsmart. (Complete)**

Ivy on the telegraph Poles

A parishioner had reported a problem with ivy on the BT telephone pole at City Corner. BT will not deal with the problem.

**Action: The Clerk has contacted SBC and the email has been forwarded to Frank Donachie for his help.**

No Heavy Vehicle Sign

The Chair reported that the ‘no heavy vehicles’ sign near Hinton Parva village hall was overgrown.

**Action: Cllr Brodin is to speak with the owner of the property.**

White Linings at Hinton Springs

The Chair asked the Clerk to check on progress with the white lining at Hinton Springs and outside of the school.

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

Clerks Duties

Cllr Brodin will be covering the Clerks emails during her holiday. The Clerk would like to thank her for her help.

The meeting closed at 9.30 pm.

**17. Date of Next Meeting**

The next meeting is due to take place on Monday 8<sup>th</sup> May 2017 at Hinton Parva Village Hall **at 7:00 pm.**

Apologies: Owing to holidays the Chair may have to give his apologies.

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