

BISHOPSTONE PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7:30 p.m. on Monday 3 June 2013 at Bishopstone Village Hall

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

1. Kim Steele – Forest School Leader

The Chair opened the meeting and welcomed Kim Steele, the infant teacher at Bishopstone C of E Primary School, who had attended the meeting to talk about the proposed Forest School activities.

Kim informed the meeting that she has undertaken the Forest School Level 3 qualification, and currently only needs to take the practical assessment to be fully trained. The project is to give the children the opportunity to learn about the natural environment through their own learning objectives, to help their self esteem. Amongst other objectives, they will learn how to tie knots, use knives safely, light temporary fires and learn about the trees and ecology of the site (the Island) and become responsible for it. They will have adult supervision and address risks in a controlled environment and gain a feeling for being a warden for the Island. This will only encompass children from the school and will be a six week project in all weathers; the site will be left as it is found. Sessions will take place in school time and within the school curriculum.

The Chair stated that this is the type of activity for which the Island had been acquired. He had sent a revised draft of the initial agreement back to Kim for her approval, which was given at the meeting. Councillors gave their agreement to the project.

Action: The Chair will send the revised draft to the Clerk for onward distribution to Councillors. (Complete)

Action: The Clerk will send a copy of the Parish Council's insurance to Kim.

Action: The Clerk is to check the date that the trees were last checked by SBC.

Cllr Bennett informed Kim of the Woodland Trust Officer, Jonathan Wilshaw.

Action: Cllr Bennett is to arrange a meeting for Kim with Mr Wilshaw.

2. True Heart Planning Application

Cllr Thomas had sent an email explaining that the architect and the planning consultant had been unable to carry out as much research as needed; they hoped to attend the July meeting.

3. Approved Apologies

Stuart McGuigan.

4. Declaration of Interests

There were no Declarations of Interest.

Cllrs Greenhalgh and Stevens signed their declaration of office.

Action: The Clerk is to send the signed forms to the Monitoring Officer. (Complete)

5. Public Question Time

No members of the public were in attendance.

6. 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 Crisp, and unanimously agreed. The minutes were then signed by the Chair.

Signed:

Date:

7. **Matters Arising**

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

Navigus – Neighbourhood Planning

Mr Bowden had promised to locate a housing needs survey template.

Action: Cllr Thomas is to remind Mr Bowden and also talk to SBC for a template. (Complete)

The Chair notified those present of a recent point made by Phil Smith (SBC) that a Neighbourhood Plan would not provide 100% protection from development. However, Cllr Thomas responded to say that he did not feel that a Neighbourhood Plan was necessary, as had been agreed at the last meeting, provided the changes to Local Plan policy SD2 were accepted by the Examination Inspector. Cllr Bennett stated that some parishes have clustered to create a Neighbourhood Plan and this had been recognised as one way forward. The Chair reminded those present that the Parish had previously decided to go it alone should a Neighbourhood Plan be required.

Cllr Thomas explained that a Neighbourhood Plan would need to be pro-development, rather than being simply another layer of protection against development and that a Neighbourhood Plan would guide where any wanted development should go. Cllr Bennett reminded Councillors that whilst there is no Local Plan in place the whole of the Borough is technically vulnerable to development. Councillors confirmed their previous decision that a Neighbourhood Plan was not necessary pending the adoption of the Local Plan.

Action: The Chair will draft an article for the Parish Times. (Complete)

Western Gateway

The Gardening Club secretary is to add maintenance of the Western Gateway to their agenda.

Action: Cllr Thomas is to notify Councillors of the decision.

School Transport

The Chair explained that he had not drafted a response for Councillors approval as this had been overtaken by the formal consultation. Cllr Crisp had volunteered to interact with Bishopstone C of E Primary School; he explained that the School agreed at a meeting last week that the consultation is about transport policy rather than a catchment area definition policy. It appeared that if this does go ahead, SBC would have to provide two sets of transport, one to the Ridgeway and one to Dorcan - each for 7 years; this does not make any financial sense. The Head Teacher had confirmed that in the 23 years she had worked at the School, it had always been in the Ridgeway School's catchment area. She will be liaising with the Head of Wanborough Primary School; the SBC author of the consultation (Paddy Bradley) would be invited to a public/parents meeting at Wanborough School to explain the impact and the potential benefits to SBC.

Cllr Bennett had been initially concerned as he had seen this as a note from a cabinet member authorising consultation which was supposed to have started in April and which no one knew about. This was why he had taken the initiative to stir people into action straight away. Since he took the initiative the consultation had been formalised and the closing date for response is 14th July 2013, with presentation to Cabinet scheduled for 24th July 2013. Cllr Bennett had seen a table that indicated that the total numbers of pupils to be affected in 2014 was close to 300; this was Borough wide and therefore could be discriminatory to rural areas. Councillors asked how something could be proposed with no financial basis. It was noted that Academies may seek to attract students from outside their traditional catchment areas. A long discussion took place.

The Chair asked for clarification that, as the paper is out for consultation, the questions posed should be answered, rather than stating that the wrong questions had been asked. Cllr Crisp explained that this is why a discussion with the author was expected, to enable him to present the rationale behind this proposal.

Cllr Bennett advised that part of the response from the Head at Ridgeway School had been that as far as he is concerned this consultation has been taken out of sequence; if it had been carried out at the right time, he would have changed the policy he has in his school. He went on to advise that the survey should be completed and the more people that respond the better.

Action: Cllr Crisp is to draft an article for the Parish Times.

Ratification of Accounts

It was agreed that the basis in which the Accounts are maintained should be changed from Receipts and Payments to Income and Expenditure with effect from 1 April 2013. The Internal Auditor and Chair of the Finance sub-committee would advise the Clerk as required. The external auditor would be notified at year end.

Lengthman's Contract

The Lengthman's contract has been renewed on existing terms from 1 June for 12 months. The Chair explained that Cllr Stevens had suggested that this contract should be put out to tender to demonstrate value for public money and the Parish Council's duty of care, in the same way as the grounds maintenance contract for the Parochial Church Council is treated. This was agreed, and it was further agreed that the contract should also be brought in line with the Parish Council's financial year. Cllrs Stevens and Thompson stated that they would draw up a specification for the work required.

Action: The Chair is to explain the situation to the Lengthman. (Complete)

Action: A notice should be placed in the Parish Times to advertise the forthcoming tender exercise. (Complete)

[Post meeting note: The Lengthman has since handed in his notice; the agreement with him will terminate on 4th July 2013.]

Action: Cllrs Stevens and Thompson are to draw up a specification for the work required.

8. Public Question Time

There were no members of the public in attendance.

9. Planning

No planning applications had been received.

Late Receipt of Planning Notifications

No late planning applications had been received.

GRANTED

- **S13/0409/HC** – Erection of extension to garage & single storey side/rear extensions & associated works – Hangar Park House, Hinton Parva Lane, Hinton Parva

REFUSAL

No refusal schedules had been received.

10. Reports from Borough Councillor

Cllr Bennett informed Councillors of a consultation on the mobile library which will be received shortly. The vehicle is old and is due for renewal, this has been seen as a target as it will be so expensive to replace. Questionnaires will be received from the library service for completion, but it is not available at present. Alternative ways of delivering the service will have to be considered. Social inclusion is important for parishioners. Cllr Bennett advised that there will be a risk if parishioners do not respond.

Action: Councillor Bennett is to notify the Chair when the questionnaires are available. (Complete).

[Post meeting note. Information about this consultation will be placed in the next Parish Times]

Cllr Bennett reported that he is now a member of the Fire Authority, and is also back on the Planning Committee.

11. Reports from Sub Committees

Bishopstone Pond & Island – Maintenance Responsibilities

Signed:

Date:

The Chair understood that SBC (Tim Price) had commissioned a Risk Assessment, as agreed previously with the Parish Council. The owner of the Mill has been consulted and it appears there are more pipes and holes under the road than the Parish Council are currently aware of. The Chair felt it would be useful to see this Risk Assessment before taking the matter up with SBC or the Church Commissioners. Councillors were happy with this approach. Cllr Bennett felt this would take some time to be completed.

12. Main Points

WVV Fighting Fund

The Chair had met with the consortium and they had answered various questions which were forwarded by email on 19th May 2013, with no responses received. The Chair confirmed that the report by Hindhaugh & Associates had been sent to Vale of White Horse District Council, Oxford County Council and SBC. Hindhaugh & Associates would attend the Examination in Public of SBC Local Plan. He therefore asked for confirmation of a donation to the Fighting Fund. After a short discussion Cllr Cooke proposed that £250.00 be donated; this was seconded by Cllr Thomas and unanimously agreed. The Clerk wrote the cheque at the meeting in order that it could be sent to Bourton Parish Council, but it was not shown on the agenda.

Action: The Clerk is to notify the Bourton Clerk. (Complete)

School Transport

This item had been discussed under item 7.

Broadband Speed Improvement

Cllr Greenhalgh informed Councillors that there was some good news. Broadband had been trialled around the villages and there had been sufficient success for UK Broadband to want to franchise their offering as a service, it will then be up to consumers to accept the offer. Things have progressed further with Cotswold Wireless going through the accreditation process and another franchise, CCE services, is also being franchised. The last email received stated that there would be more news on the service by the end of the month. It is therefore expected that two services will be offered.

Action: An article is to be placed in the Parish Times once the offer is received.

Fly Tipping signs & production costs

Six signs had been completed, three for Bishopstone and three for Hinton Parva. The Hinton Parva sites have been allocated. Cllrs Thomas, Greenhalgh and Stevens will choose the Bishopstone sites and notify Cllr Cooke if any posts are needed. The Chair thanked Cllr Crisp for his help with the project.

Action: Bishopstone Councillors are to notify Cllr Cooke where posts are needed.

Football Pitch

Cllrs Greenhalgh and Thomas had discussed bringing the football pitch provided by Eastbrook Farm back to use. It was felt that it would be best to ask parishioners to show their interest before carrying out the work, which it was hoped would be funded by the Parish Council.

Action: Cllrs Thomas and Greenhalgh are to provide an article for the Parish Times; parishioners will be asked to register their interest on the website.

[Post meeting note. The Chair has confirmed with Helen Browning that the field remains available for use as a football pitch].

13. Accounts to be Paid

The following cheques were presented for approval:

- L D Drewett £26.09
- Navigus Planning £216.00

The above expenses were approved for payment by Cllr Greenhalgh, seconded by Cllr Cooke and agreed unanimously by those present.

14. Correspondence

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

The Clerk informed Councillors of the Ninth edition of the Arnold-Baker book on Local Administration. Cllr Greenhalgh proposed that the Clerk purchase the Ninth edition at the special rate, this was seconded by Cllr Stevens and unanimously agreed.

Action: The Clerk is to order the Ninth edition. (Complete)

15. Parishioners Feedback/Complaints

Vacancy on the Parish Council

The Chair informed those present that a Parish Handbook had been received from Electoral Services that explains the process for filling vacancies. The Clerk has sent a draft notice to Electoral Services for their approval, and the vacancy will be advertised in the next Parish Times.

Action: The Clerk is to put an article in the next Parish Times. (Complete)

Yellow Spray on the roads in Bishopstone

A Councillor reported that various potholes on roads in the village had been marked with yellow spray, but the repair works had not yet been undertaken. Attention is mainly needed on Icknield Way and West End Lane. The work at Church Lane had been completed.

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

Action: Cllr Stevens is to contact www.Fixmystreet.com

Patching on Body Horse Hill

A Councillor reported that the patching on Body Horse Hill was rough when travelling from Swindon making driving conditions dangerous.

Action: The Clerk is to follow up on progress.

Defibrillator

The Chair had received an email from the Chair of Wanborough Parish Council, who are to provide training for volunteers to operate defibrillators. The Clerk explained that the Parish Council had been through the process in the past, but not enough interest was shown.

Action: The Chair is put an article in the Parish Times to see if there any volunteers. (Complete)

Redlands Farm

Cllr Crisp asked for an update on the Chair's meeting with Cllr Rennard, Leader of Swindon Borough Council. The Chair reported that he and the Chair of Wanborough Parish Council had met with Cllr Rennard; Cllr Heenan was not present. They went through the impact of the current proposals for Redlands Farm on Wanborough and surrounding parishes, and Cllr Rennard agreed to talk to SBC Planning Department. They tried to make the point that shifting the housing boundary back to the original line (excluding Redlands Farm) would not require a further consultation on the Local Plan.

Action: The Chair is to circulate the response received from Cllr Rennard. (Complete).

Action: The Chair is to remind Cllr Rennard that the Eastern Villages SPD has not been received. (Complete).

[Post meeting note: The Eastern Villages SPD has been received and circulated]

The Chair reported that Cllr Rennard's view at this meeting was that the School Transport Study would go ahead as they needed to save the money.

Community Speed Watch

Cllr Crisp had noticed that another training session had taken place and he wondered if there was any further interest from Councillors to take this forward.

Action: Cllr Crisp is to organise another training session.

Action: The Clerk is to check whether Cllr and Mrs McGuigan are still interested and notify Cllr Crisp.

16. Date of Next Meeting

The next meeting, will take place on Monday 1 July 2013 at Hinton Parva Village Hall, starting at 19:30 pm.

Action: Apologies to the Clerk before the meeting.

Signed:

Date: