

**BISHOPSTONE PARISH COUNCIL**

**Minutes of the Parish Council Meeting  
held at 7:30 p.m.  
on Monday 3<sup>rd</sup> November 2014  
at Bishopstone Village Hall**

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

The Chair explained that as Thames Water, PC Draper and members of the public were in attendance, he would deal with this part of the meeting before starting the formal meeting in order that members of the public in attendance could participate. The following was discussed and agreed with Thames Water:

**Current Situation**

- Raw sewage continues to escape at regular intervals, flooding properties around The Forty in Bishopstone
- Situation has been documented and reported for over 10 years
- Condition and construction of existing sewer is unknown
- Cause of flooding is unknown

**Actions from October meeting**

- Thames Water was to gather data over the subsequent 6 weeks including camera survey, level survey, analysing pump data, etc.
- Thames Water to clean pipes and check pumps and initiate 6 monthly cleaning cycle by end October
- Thames Water to identify overall project manager to coordinate activities within Thames Water.
- Thames Water to report status at next PC meeting 3<sup>rd</sup> Nov 2014.
- Bishopstone PC to circulate advice leaflets and place article in Parish magazine (to be supplied by TW).

**Updates**

Since the October meeting, residents have experienced another 5 days of flooding bringing the total to 47 leaks/overflows. Thames Water reported:

- Camera Survey complete with no faults found.
- Pumps Removed and inspected with no faults found.
- Level survey completed showing adequate fall between the point of flooding (The Forty) and the pumping station.
- they do not currently understand what is causing the flooding and are referring the investigation to a partner organisation called "820"
- affected properties have had some remedial work completed on their gardens
- Residents have been advised not to grow any vegetables in their gardens for at least 12 months.
- They acknowledge requirement to report offences to DEFRA, but did not have data on submitted reports
- They have identified an overall project manager – Tim Beech
- they confirm a 150mm clay pipe with a 1% gradient is sufficient to drain up to 300 properties

**Timescales**

- Thameswater to approve outsourcing the investigation :- End November
- Contractor to start investigation :- December / January
- Investigation work carried out :- 2 months

Signed: .....

Date: .....

- Report with corrective action plan :- March

### **Actions**

#### Completed

- Thames Water assembled data including camera survey, level survey, analysing pump data etc
- Thames Water cleaned pipes and pumps and initiated 6 monthly cleaning cycle
- Thames Water identified overall project owner to coordinate activities within Thames Water
- Bishopstone PC circulated advice leaflets and placed article in parish magazine.

#### **New Actions**

- **Richard Aylard / Martin Baggs** to advise if timescales can be accelerated, especially the 4 week wait for Thames Water to approve assignment of work to partners
- **Thames Water** to supply list of reported (to DEFRA) sewage escapes for next meeting

#### **Next update 1<sup>st</sup> Dec**

Denise Kinsella (TW) left a map for completion by Councillors to mark where there was persistent standing water, flooding, etc. that could be impacting on the sewer system.

**Action: Cllr Greenhalgh is to take the lead for completion and return. (Complete)**

**Action: The Clerk is to notify Denise when the map has been completed. (Complete)**

The Chair gave his thanks to Denise for attending.

PC Rory Draper introduced himself to those present and explained that there had been a number of administrative and management changes. He advised that the Swindon South Police Neighbourhood Team Facebook account is now up and running and that they intended to keep information updated in real time and provide quicker response times.

He then reported on crimes within the area, in particular the impact of hare coursing in the area and related criminal activity which is being accorded a high priority. Additionally, anti-social behaviour including vehicle damage and speeding are high on their agenda. He was keen that the police should be more visible in the community and would like to introduce drop in sessions in conjunction with locally organised events such as coffee mornings.

**Action: The Clerk is to provide venues/events that would allow this.**

Cllrs informed Rory that the Parish Council had been keen to join the Community Speedwatch project, but the bureaucracy surrounding this and venues for training had led to a drop in volunteers. Rory explained that this was now the responsibility of a lady who works for Wiltshire Police, but there was a need to revitalise local schemes if there was sufficient interest. Rory explained that he and his colleagues would be delighted to get involved with the training, but he needed to know there was support for the scheme. All Cllrs present were happy to join the scheme.

**Action: Rory is to provide contact details for the person in charge of the Community Speedwatch project.**

**Action: The Clerk is to report details of volunteers back to Rory.**

[Post meeting note: The Chair has been contacted by Mark Pritchard from SBC and is currently liaising with him.]

A discussion took place around the logging of accidents and Rory confirmed that only accidents where there has been injury/fatality were logged.

The Chair formally called the meeting to order at 8:32 pm.

1. **Thames Water**  
As above.
2. **PC Rory Draper**  
As above.
3. **Approved Apologies**

None.

**4. Declaration of Interests**

Cllr Doug Stevens declared a non prejudicial interest in his planning application which had been received on the morning of the meeting. The Clerk had collected the plans from SBC in time for the meeting.

**5. Minutes of Last Meeting**

The Chair asked for a proposition that the minutes of the October 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.

**6. Matters Arising**

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

Permissive footpath - installation of dog bin

Cllr Stevens advised those present that the dog bin has been ordered. The Clerk was asked to keep this item on the agenda until the bin was installed.

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

Village Information Board

This is still a work in progress and the item has been carried forward to the next meeting.

**Action: Cllrs Greenhalgh, Stephens, Thomas and Cooke are to co-ordinate the installation of the sign – completed 8<sup>th</sup> November.**

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.**

Reports from Borough Councillor

Consultation Protocol

Cllr Bennett had spoken with James Griffin with regard to progress on the consultation protocol and there had been none. Cllrs considered it important that there was feedback from SBC and wished to register their disappointment and frustration.

**Action: The Clerk is to draft a letter for SBC including Cllrs original comments. (Complete)**

Public Question Time

Village Hall

A parishioner had attended the October meeting to express her anxiety about the apparent priority use of the village hall by the school. The parishioner had returned to the meeting to query progress. The Chair explained that the Clerk had contacted the Village Hall Management Committee Chair and he had confirmed that parishioners would get priority for the use of the village hall should the occasion arise. However, there was no indication in the Parish Newsletter that this was the case and it was important that a footnote to this effect should be included in next month's and all subsequent newsletters.

**Action: The Clerk is to feedback to the Chair of the Village Hall. (Complete)**

The Chair explained that the Parish Council are entitled to have a representative on the Village Hall Management Committee according to the Charity Commission Deed. Cllrs decided that Cllr Thompson should represent the Parish Council.

The Chair informed those present that he has indicated a willingness to take on the role of treasurer of the village hall subject to understanding how things are structured. A key issue was to ensure that the management committee is recompensed adequately for the use of the hall by the school.

Signed: .....

Date: .....

### Defibrillator

The Defibrillator is to be installed 5<sup>th</sup> November 2014 and training is to take place on Saturday 13<sup>th</sup> December from 9:00 am – 11:00 am to demonstrate the defibrillator. All parishioners will be invited to attend the training session.

**Action: The Clerk is to place an article in the newsletter. (Complete)**

**Action: The Clerk is to notify the South Western Ambulance Service once the defibrillator is installed.**

### Village Clean Up

Cllr Greenhalgh is to provide an article for the Parish Times regarding establishing an email network for Bishopstone along the lines of the one already in existence in Hinton.

**Action: Cllr Greenhalgh is to promote and collate an email network for Bishopstone, which will include an article in the newsletter for interested parties. (Complete)**

## **7. Public Question Time**

There had been several members of the public in attendance, but the matters had been covered previously and they had left the meeting.

A member of the parish remained as he had attended to discuss a pre-application for a planning application he was going to submit for West Hinton Cottage. This was for a living area on top of the garage. He left a copy of the plans with his email address for Councillors information and discussion. He understood there was to be an imminent site meeting with the case officer.

Cllrs discussed the pre-application plans and agreed that they should let the parishioner have their views before the site meeting takes place.

**Action: Cllr Thomas is to draft an email with Cllrs thoughts on the application to send to the parishioner. (Complete)**

## **8. Planning**

No planning applications had been received when the agenda had been issued.

### **Late Receipt of Planning Notifications**

The following planning applications had been received after the agenda had been issued.

**S/14/1824HC** – Erection of a single storey rear and first floor side extensions and a dormer window – Badgerswood, Hatchet Hill, Hinton Parva

Councillors had no objections to the above planning application.

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

Councillor Stephens was asked not to leave the room in case Cllrs had any questions regarding the application, but he was informed that he could not take part in any discussions.

**S/14/1814HC** – erection of a single storey rear extension, extension of pitched roof, replacement double garage & associated works – Church View, Church Lane, Bishopstone  
Councillors had no objections to the above planning application.

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

### **PENDING DETERMINATION**

- **S/PRIORC/14/1707** - Prior Approval Notification for the change of use from Agricultural Building dwelling house (class C3) - Home Farm, Hinton Parva Lane, Hinton Parva Swindon

This application was still awaiting determination.

### **GRANTED**

No granted schedules had been received.

### **REFUSAL**

No refusal schedules had been received.

## **9. Reports from Ward Councillor**

Cllr Bennet informed those present that the consultation on the combination of the 2 Fire Authorities has now closed and the results were due to go live that evening. It was evident that the combination of the authorities should go forward with consequent financial savings. There will be no impact on the service received by the villages insofar as frontline services will continue to be delivered as at present.

**10. Reports from Sub Committees**

Forecast of Accounts/Financial Position

Cllr Crisp had sent a spreadsheet to Cllrs via email. He explained that the accounts were more than solvent and provided a forecast for the year. The Chair asked Cllrs to think about any future spending in time for the next meeting as the precept will have to be proposed at the January meeting.

**Action: Cllr Crisp was asked to provide a first draft for the December meeting.**

**Action: The Clerk is to email Kate Griffiths regarding progression for the play area for Bishopstone. (Complete)**

**Action: The Clerk is to send the tree report to Cllr Crisp for his information. (Complete)**

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

**11. Main Points**

Eastern Villages Expansion

Cllr Green had attended a meeting in Wanborough on 6<sup>th</sup> October representing the Parish Council. He informed Cllrs that an update meeting with the parishes affected had been set for 17/11/14 at the SBC offices, which he was happy to attend. He explained that the meeting at Wanborough on 6<sup>th</sup> October 2014 had been constructive, but there were still many concerns, not least the funding and timing of key infrastructure and the lack of an over-arching master plan for the development. The Chair thanked Cllr Green for attending the meeting on the Parish Council's behalf.

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

Defibrillator

Recompense for the trainer's time was discussed. Cllr Thompson proposed that the sum of £100 should be paid to the trainer. This could be reviewed dependent on the amount of time needed. The proposition was seconded by Cllr Thomas and unanimously agreed by those present.

Community Transport

The Clerk had not received any further communication regarding this.

Football Pitch Revival

Cllr Thomas advised those present that he was waiting for a response from Helen Browning regarding the cutting of the grass. The commitment for the maintenance of the pitch and also parishioner's commitment appears to have declined. Cllr Thomas will review this again at the next meeting.

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

Village Information Boards

This item was discussed at item 6.2 and was pending installation.

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

True Heart

No further news had been received. However, Cllr Thomas believes that Arkells were close to completion on the purchase.

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

Work to the Dingle

Cllr Thomas advised Cllrs that there was a new SBC lead officer for the project and the work had gone out to a lot more contractors to tender, completion anticipated by the end of March.

Signed: .....

Date: .....

More extensive works had now been defined including resurfacing the path that runs from the bottom of the steps, over the bridge and up to Church Lane and the level being raised through the wet area and reinforced accordingly.

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

#### Article 4 Direction

This item is going to SBC Planning Committee on 11<sup>th</sup> November 2014.

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

#### Rural Broadband

Cllr Greenhalgh informed Cllrs that there was nothing new to report to date. Andy is to attend a meeting on 7<sup>th</sup> November 2014 with Robert Buckland, BT and SBC, he will keep Cllrs informed of anything of tactical importance before the next meeting..

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

#### 90 Bus Service

Cllr Greenhalgh had heard from the drivers that one of the owners of the Go Ride service was unwell and has sold his shares. After sending an email that day, Andy had received a response saying that "I am no longer a member of this company", the email being automatically forwarded to another person to respond. The new contact is the co-director of the company. Andy will pursue the matter in order to seek assurance that the service is secure for the future.

**Action: Cllr Greenhalgh will progress the situation.**

The Chair had received an email from the Clerk at Ashbury saying that Oxfordshire CC were reviewing their subsidy towards the service. Andy reminded Cllrs that this will happen annually. The Chair reported that he had been told that Thamesdown Transport/Stagecoach do not appear to know of/acknowledge the existence of this service.

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

### **12. Accounts to be Paid**

The cheques shown in Appendix 1 were presented for approval.

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

Cllr Stevens had forwarded the Clerk his invoice for the purchase of the dog bin since the agenda had been issued:

- Cllr Stevens £100.80.

With this addition, the expenses were proposed for payment by Cllr Thomas, seconded by Cllr Greenhalgh and unanimously agreed by those present.

### **13. Correspondence**

The Chair asked whether anyone wished to see any items of correspondence; none did.

### **14. Parishioners Feedback/Complaints**

#### Lime Trees at the Icknield Way

A Cllr reported that nothing had been done about the dangerous lime trees on the Icknield Way. A survey was to have been carried out on the remaining trees.

**Action: The Clerk is to contact the arboricultural officer. (Complete)**

#### Trees around the Pond

A Cllr had received a complaint about some brambles that were encroaching on the bench at Oxon Place from the right hand side. The Chestnut tree is also overhanging, the bottom limbs need lifting.

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

#### Sign on Gate to the Island Allotment

A Cllr reported that a sign had been put on the gate leading to the allotment. Cllrs agreed that this sign should not be on the gate.

**Action: A Cllr is to remove the sign.**

Maintenance on Island

A Cllr had received a complaint about maintenance on the island. The complainant considered the trees should be thinned out more.

Parking at School

The Clerk had received a letter complaining about the parking on the Icknield Way. There is to be a new lollipop attendant and Cllrs felt this was an opportunity for them to be briefed by the school and police this area as part of their duties.

**Action: The Clerk is to write to the Head Teacher. (Complete)**

Green Lane

Cllrs had received complaints about the state of Green Lane from parishioners. They now considered that a letter should be sent from the Parish Council.

**Action: The Clerk was asked to contact Helen Browning.**

[Post Meeting Note: Cllrs have since spoken with Helen Browning.]

Development of Barn in Church Lane

A Cllr reported what good neighbours the developers on the site in Church Lane had been.

Complaint re Dogs Wandering

The Clerk had received a complaint regarding the 2 Labradors resident on the Icknield Way that had allegedly almost caused an accident. This was perceived as an on-going problem.

**Action: The Clerk is to write to PC Rory Draper to ask for his help.**

The meeting closed at 10.12 pm.

**15. Date of Next Meeting**

The next meeting will take place on Monday 1<sup>st</sup> December 2014, at Hinton Parva Village Hall at 19:30 pm.

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

Signed: .....

Date: .....