

**BISHOPSTONE PARISH COUNCIL**  
**Minutes of the Parish Council Meeting**  
**held at 7:30 p.m.**  
**on Monday 3<sup>rd</sup> October 2016**  
**at Hinton Parva Village Hall**

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

**1. Approved Apologies**

Ian Thomas (Chair).

As the Chair had given his apologies, the Vice Chair Cllr Brodin chaired the meeting.

**2. Declarations of Interest**

Cllr McGuigan expressed a non-prejudicial interest as a neighbour in the Titchener's Cottage planning application, which was to be discussed under item 6.4.

**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 September meeting be accepted as a true record. The proposition was put forward by Cllr Crisp 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:

Hedgerows at the Forty

The Clerk has contacted Susan Bone of the Wiltshire Housing Association again and photographs of the area of concern have been sent. No reply has been received.

**Action: The Clerk is to request a progress report before the next meeting.**

Passing Places – New Road

Cllr Green informed those present that he is to meet with Lindsay Turner to discuss the size, location and cost of the works that are scheduled to begin this Autumn.

**Complete: Cllr Green is to meet with Lindsay Turner.**

Resurfacing works – New Road

Cllr Green confirmed that the works carried out were satisfactory to a degree, but he explained that there was an awful lot of failure to the edge of the road. Cllr Sumner requested that photographs were taken, especially if there are any dangerous conditions. He asked that these are emailed to the Clerk for onward distribution to him. He will speak with Gerry in Highways. Cllr Green will also mention the problem to Lindsay when they meet.

**Action: Cllr McGuigan is to take some photographs of the repair work, which the Clerk will forward on to Cllr Sumner.**

**Action: Cllr Sumner is to speak with Gerry in Highways.**

**Action: Cllr Green is to speak with Lindsay Turner from SBC at their meeting.**

Dog Bins

A date of 15/11/16 has been set to install the dog bins. This is a work in progress.

**Action: Cllrs Green, Stevens, Thomas and Greenhalgh plan to install the bins 15/11/16.**

Signed: .....

Date: .....

#### School Traffic Control

The Clerk had received a response from Suzanne Cole who was to cost out moving the 20mph. The Clerk had responded asking for another site visit to see whether the sign could be moved slightly from the position it is currently in. However, no reply had been received to date. Cllr Greenhalgh felt, if SBC could cover the cost, the sign would be better placed on the other side of the carriageway.

**Action: The Clerk is to chase Suzanne Cole for a progress report.**

#### Land at Short Drove

Cllr Sumer had followed this up with Tom Buxton in Rhian Morris' absence. There has been no further action by the applicants, although Rhian had sent a reminder. Cllrs asked whether there was a set time limit for the conclusion of planning applications. Tom is to ask Rhian to contact Cllr Sumner on her return from holiday and he will ask the question at that point.

**Action: Cllr Sumner is to check if there is a time limit with Rhian Morris.**

#### Pond & Island Risk Assessment

Cllr Stephens has been trying to obtain 2 more quotes from Seqol but had found it difficult to speak with them. Cllr Crisp will send a previously useful email address to Cllr Stephens. Cllr Stephens noted that according to Seqol's website an A4 sign would cost approximately £4.29 + VAT. Cllr Greenhalgh proposed that Cllr Stephens might order signs to the value of £25.00 without getting quotes, this motion was seconded by Cllr Crisp and unanimously agreed by those present.

**Action: In Cllr Stephens absence, Cllr Greenhalgh is to order the signs from Seqol.**

#### Repair Bridge on the Island

Cllr Stephens had not received any responses from the two prospective workmen. However, Cllr Stephens has also been investigating the possibility of the Army undertaking the works. There is a department which helps servicemen prepare for civilian life and they have been known to undertake quite large community projects without charging. Cllrs in attendance were happy to wait and for Cllr Stephens to follow up this lead.

**Action: Cllr Stephens is to pursue the possible army option with his contact.**

#### Drain by Mission

The Drain by the Mission in Hinton Parva is still leaking and the road condition is worsening.

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

#### Overgrown Sign

The Clerk had received a response from Suzanne Coles of SBC regarding the 30 mph sign at New Town Lane, which remains overgrown with ivy despite being reported. Ms Coles apologised for the work not being done, and said she would ask Streetsmart to do the job.

**Action: Cllr McGuigan is to let the Clerk know when the work has been completed.**

### 6. Planning

- **S/PRIORC/16/1599/SASM** – Prior Approval Notification for the change of use of an agricultural barn to 1 dwelling (Class C3) – Home Farm, Hinton Parva Lane, Hinton Parva

Councillors had no objections to the above planning application.

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

- **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

Cllr Sumner reported that as a result of archaeological finds at Great Stall between the A420 and the first unit, that particular area cannot be developed. Cllr Sumner recommended that the Parish Council's

response should be to reiterate that they consider it vital that the A420 and White Hart Junction is improved before any works take place.

Councillors had no objections to the above planning application subject to this proviso.

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

- **Late Receipt of Planning Notifications**
- **S/LBC/16/1613/HC** – Works to external brickwork & repaint - Titchener's Cottage, High Street, Bishopstone

Councillors had no objections to the above planning application.

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

- **S/LBC/16/1602/HC** – Erection of a detached garage - Land Adjacent to 'Sarsens', High Street, Bishopstone

The Clerk had not received any official communication from SBC but had found the planning application in the weekly planning briefing note. The Clerk had explained the situation to Heather Carlisle, the Planning Officer, who has apologised and explained that there had been an error when sending notifications. She had thanked the Clerk for informing her of the problem.

Councillors had no objections to the above planning application. Notification has since been received.

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

#### • **PENDING DETERMINATION**

- **S/16/1454/TB** - erection of a new dwelling – 5 High Street, Bishopstone

Cllr Sumner informed Cllrs that this application had been withdrawn. The Planning Officer regretted that the application had proceeded so far without the necessary accompanying documents.

- **S/16/1455/TB** - Erection of 3 stables, hay store and tack room, installation of lunge pen, improvements to highway access, associated hardstanding and change of use of land from agricultural to agricultural and equestrian – Land South of Bodyhorse Hill, Hinton Parva – Land South of Bodyhorse Hill, Hinton Parva
- **S/16/1459/NIHO** - Change of use of land for purposes ancillary to forestry, construction of a track and hardstanding storage bay and associated works (Part retrospective) – Land adjoining Green Banks, Hinton Parva Lane, Hinton Parva
- **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 3,000sqm 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/15/1701/RM** - Erection of 1 dwelling – Land off Short Drove, Hinton Parva
- Covered in Item 5 Matters Arising (above) **S/OUT/13/1555** – Outline planning application for up to 2380 swellings, 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** - Revised Outline Planning Application for the erection of up to 370 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. At: Redlands, Eastern Villages, Swindon

Signed: .....

Date: .....

Cllr Sumner explained that the Redlands application should be put before the planning committee by Christmas and will be closely behind the Rowborough application. This was why the evaluation form had been sent out. He reminded Councillors that the key issue continues to be the problems associated with increasing traffic levels, which Parish Councils need to reinforce with SBC at every opportunity. The Highways report reflects the problems, but the planners need constant reminding of the likely severely detrimental impact on the village environment.

#### **OTHER ISSUES**

- The Hovel Demolition

Cllr Sumner advised that this matter is still with the Legal Department

**Action: Cllr Sumner will chase this next month, before the next meeting.**

- **S/COND/16/1469 – 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

The Clerk had received a communication from Heather Carlisle with regard to the discharge of planning conditions application which has been submitted for the Royal Oak/True Heart. Cllrs had not had the opportunity to peruse the construction method statement. Cllr Green agreed to review the document the next day and to draft a response to SBC.

**Action: Cllr Green is to read the document and draft a response to SBC. (Complete)**

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

#### **GRANTED**

**S/LBC/16/1261** – Installation of 4G LTE Receiver on wall at rear of property – The Malt House, High Street, Bishopstone

**S/LBC/16/12362** - Installation of 4G LTE Receiver on Gable End Wall below thatch – Spring Cottage, Nell Hill, Bishopstone

#### **REFUSAL**

**NONE**

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

Cllr Sumner reported that, on behalf of one of the parishioners, he had been dealing with the problem of the ongoing charges for the septic tank in Hinton Parva. He then briefed Cllrs on the position to date. Cllr Sumner had been liaising with Mike Ash of housing and Robert Buckland, who have involved the Legal Department. SBC only own one house in the vicinity and therefore the cost has to be shared. He hoped this had been conveyed back to parishioners.

SBC have produced the “SHELAA - Strategic Housing and Economic Land Availability Assessment”. The Clerk had forwarded the documentation to Cllrs via email. Cllr Sumner recommended that Cllrs should inform residents that the Borough Council are looking to increase the number of houses in the Borough and request that owners of potential development land make contact with the Parish Council. SBC are looking at both brownfield and greenfield sites. Potential sites will be assessed against existing policies. It was considered that the Neighbourhood Plan is an important resource to help defend against inappropriate development. Cllrs discussed using the village website to notify residents about the SHELAA. Cllrs discussed the current situation at Prebendal Farm and considered whether the Parish Council’s relationship with the Church Commissioners should be more proactive with regard to the SHELAA and whether a meeting should be encouraged. Cllr Sumner stressed the importance of the Parish taking an active role in determining the extent and location of future developments in the villages.

**Action: This item to be placed on the next agenda for discussion.**

**Action: Cllr Greenhalgh will liaise with Cllr Thomas before the next meeting with regard to a website notice and ask for his expert input at the next meeting with regard to potential engagement with the Church Commissioners.**

The Parishing proposal ended on 30<sup>th</sup> September and all comments will be reviewed. It will have no effect on Wanborough or Bishopstone except that there will be a change in precept owing to the Special Expenses. The Government have mentioned a consideration, which has not yet been agreed, with regard to capping precepts. This has been referred to the Local Government Association, who are hoping precepts will not be capped, or if they are, that the capping will not include transferred services. Cllr Sumner has asked whether Parish Councils will be forced to take on Street cleaning next year and is awaiting an answer. It is important to know how services are likely to be provided, as precepts will soon be under review. In the Going Local discussions at the Borough it is very unclear what additional services Parishes will be expected to take on.

**Action: The Clerk was asked to keep this item “Services from SBC” on the agenda for regular discussion. (Complete)**

**8. Reports from Sub Committees**

No sub committees had met.

**9. Lengthman Work**

Footpath 23, Green Lane through to Idstone from New Town Lane, was discussed and it was agreed that this work should be carried out by the landowner. The Chair had already raised the issue with the farm.

**Action: The Chair to advise on the response received from the landowner. (Complete)**

Cllrs were informed that overhead vegetation was not always being trimmed over footpaths, and some paths had very much reduced headroom.

**Action: The Chair to be asked to investigate the problem and liaise with the Lengthman as appropriate. (Complete)**

**10. Main Points**

Eastern Villages Expansion

There had been no further progress.

Passing Places – New Road

This item had been discussed at item 5.2.

Resurfacing Works – New Road

This item had been discussed at 5.3

Traveller on the Ridgeway

The traveller is still in situ.

Pond & Island Risk Assessment

This item had been discussed at 5.7.

School Traffic Control

This item was discussed at 5.5.

Refuse Collection

The Clerk has tried to progress this again, but is no further forward than the briefing provided in September. Cllr Sumner advised that collection dates are being changed across the Borough and those affected will be written to. Green waste in West End Lane is still not being collected.

**Action: The Clerk is to ask for more specific information on dates for the changes and collections and advise that waste is still not being collected, copying in Cllr Sumner. (Complete)**

**Action: Cllr Greenhalgh is to email details to Cllr Sumner to progress.**

Bishopstone Fire Engine

The Clerk had advised that the fire engine should stay with WAFERS and had asked whether the Swindon Museum might be able to borrow the engine from WAFERS in the future, but she has not received a response.

**Action: The Clerk is to chase a response before the next meeting.**

**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 Clerk had received an invoice for £721.50 from the Lengthman after the agenda had been issued.

Signed: .....

Date: .....

**Action: The Clerk is to send the payment to the Lengthman. (Complete)**

The cheques were proposed for payment by Cllr Greenhalgh, seconded by Cllr Crisp and agreed unanimously by those present.

**12. Correspondence**

The Chair asked whether anyone wished to see any items of correspondence.

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

Drain by Mission

The Drain by the Mission in Hinton Parva is leaking again and the Tarmac has washed away.

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

Planning Application

Cllr Cooke informed those present that his farm will be making an application for a change of use to light industrial for their old parlour.

Bishopstone Allotment

Cllr McGuigan advised that the school are still not using the island plot and it is now looking very unkempt.

**Action: The Clerk is to contact the head teacher with a polite request and refer to the last email about this matter. (Complete)**

Co-option of Councillor

A Councillor had been informally approached with regard to the vacancy on the Parish Council. The Clerk explained that the advertisement has not yet been placed in the Parish Times asking for parishioners to express an interest.

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

The meeting closed at 8:45 pm. Cllrs thanked Cllr Brodin for chairing the meeting.

**14. Date of Next Meeting**

The next meeting will take place on Monday 7<sup>th</sup> November 2016 at Bishopstone Village Hall at 7:30 pm.