

BISHOPSTONE PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7:30 p.m. on Monday 4 January 2016 at Bishopstone Village Hall

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

1. **Approved Apologies**
Val Brodin.
2. **Declarations of Interest**
No declarations of interest were made.
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 December meeting be accepted as a true record. The proposition was put forward by Cllr Thomas 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:

Archiving

This item was carried forward from the last meeting. The Chair and Cllr McGuigan were to arrange a date at the end of the meeting. They will work according to the guidance provided from NALC. Vulnerable documents will need to be protected. Cllr Greenhalgh offered his help. Cllr Bennett advised that Cllrs should be able to access 5 years of records.

Action: The Chair, Cllr McGuigan and Cllr Greenhalgh are to view and consider the vulnerable documents.

Community Speedwatch

The Chair had emailed Julie Ferneval to discuss the how many signs were available and the sites for installation. He had not received a response.

Action: The Chair is to chase progress.

Passing Places

This item was to be discussed at item 12.7.

Hedgerows in High Street, Bishopstone

Cllr Thomas advised that Henry Stoye at Eastbrook Farm had informed him that this was on the waiting list for a hedge cutter. Cllr Cooke offered his services if it became urgent.

Plantation

Cllr Thomas has not seen Henry Stoye since the last meeting and would endeavour to talk to him before the next meeting, although it was agreed that with the current weather conditions the works would be impossible.

Action: Cllr Thomas is to speak with Henry Stoye at Eastbrook Farm

Signed:

Date:

Reports from Ward Councillor

Cllr. Bennett read an email from Nigel Hale of SBC. He had given the Clerk a hard copy of the email but was to send her the email itself. Cllr Bennett thought he had sent the email but the Clerk had not received it as of 3/1/16.

Action: Cllr Bennett is to forward the email to the Clerk for her records.

Reports Sub Committees

Precept

This item was to be discussed at item 9.

New Stables at Body Horse Hill

Cllr Cooke had spoken with the owner of the field regarding cars parking on the road. However, she does not own all the horses currently using the field. He explained that the owner will be building stables in due course and will provide an off-road hardstanding at that time. However, current wet weather conditions have put a hold on this. Julian had asked that they keep off the highway as much as possible. The owners are aware that the Parish Council is monitoring the situation.

Clean for the Queen Initiative

Cllr McGuigan advised Cllrs of the details provided by Country Life and Keep Britain Tidy for a nation-wide clean-up weekend on March 4-6 to recognise the Queen's 90th birthday. He explained that the WI is currently working on the idea. Cllrs considered it would be good to involve the school. It would also be beneficial to organise the annual villages clean-up to coincide with this.

Action: The Clerk is to add this item to the next agenda.

Action: The Clerk is to add an item to the February newsletter. (Complete)

Action: Cllr McGuigan is to send an email to Cllr Green for him to contact the school. (Complete)

Action: The Clerk is to contact James Garrard with regard to the equipment supplied by SBC. (Complete)

6. Planning

No planning applications had been received.

Late Receipt of Planning Notifications

No late planning applications had been received:

APPLICATIONS PENDING DETERMINATION

S/15/1520/NH – Erection of a two storey rear extension – Garstons Mead, Church Lane, Bishopstone

S/15/0927/HC REVISED – Erection of an extension of the Royal Oak PH to provide a restaurant area and 10 en-suite guestrooms & change of use of the True Heart PH (class4) to dwelling (Class 3) & associated works (Part demolition, extension & conversion of existing building) – Royal Oak & The True Heart, Cues Lane, Bishopstone

S/PRIORC/15/1825 – Prior approval notification for the change of use of 3 agricultural buildings to 3

S/15/1701/RM - Erection of 1 dwelling – Land off Short Drove, Hinton Parva

Action: The Clerk was to ask for a progress report on the above planning application. (Complete)

S/15/1940/ HACO – Demolition of conservatory & erection of a single storey in-fill extension & creation of a new terraced area – Sayers Bank, Cues Lane, Bishopstone

S/15/1934/HC – Erection of a two storey rear extension, erection of pitched roof & conversion of garage into habitable space – Badgerstown Racing Stables, Hatchet Hill, Hinton Parva

OTHER ISSUES

GRANTED

The following granted schedule had been received:

S/15/1647SASM – Erection of a single storey side extension – Lavenders, 3 Cues Lane, Bishopstone, Swindon SN6 8PF

The following granted applications were received after the agenda had been issued. They had been scanned and forwarded to Cllrs for their information before the meeting.

S/15/1680/JROD – Erection of a two storey side extension – Tricklebrook, Church Lane, Bishopstone, SN6 8PY

S/TC/15/1737/JABU – Prior approval notification of a 15-metre-high lattice mast, equipment cabinets & associated works – Land at Forty Farm, The Forty, Bishopstone

REFUSAL

No refused schedules had been received.

7. Reports from Ward Councillor

Cllr Bennett reiterated that he was not standing for re-election in May 2016. However, Gary Sumner had been adopted as the Conservative party candidate and would therefore be stepping down from the role of Chair of Wanborough Parish Council.

He went on to apologise that the Clerk had not received the SBC press release with regard to the recycling arrangements over the Christmas period. He asked the Clerk to let the Borough know of the notice period for articles of interest (such as this) to be inserted into the newsletter.

Action: The Clerk is to notify Streetsmart.

Cllr. Bennett also referred to a new funding initiative, the Enterprise Network (EAFRD) that has 7 main strands and that may be beneficial to, for example, small businesses in the parish.

Action: Cllr Greenhalgh is to read the paperwork and take a view as to whether it would be beneficial for the parish and to report back accordingly.

Cllr. Bennett updated councillors on the current position re merging of emergency service control centres and cross-border co-operation/potential mergers. He expressed the view that the parish council might find it beneficial to open a dialogue with the Wilts Police Commissioner, in particular to explore the future relationship between the urban and rural areas in terms of policing and emergency response.

In relation to the SBC proposal to devolve funding for street cleaning and highway maintenance to parishes, the Chair explained that they would be discussing this later in the meeting.

8. Reports from Sub Committees

There were no reports from sub committees.

Agree requests for grants and if/how this affects the Precept

Cllr Crisp asked those present if they were still happy to fund the annual grant for the churchyards maintenance that is managed by the Parochial Church Council (PCC) of which £1,200 was received direct from SBC for the "closed" churchyard (Hinton Parva adjacent to the church). Although there was no formal obligation on the Parish Council to fund this, on balance Cllrs considered that it would not reflect the general wish of village residents if they were to cease the funding. There was a majority vote to continue with the grant (but see item 9).

The Clerk had received an email from the Lengthman explaining that he needed to increase the cost of emptying the dog waste bins from £2.25 to £2.50 per bin from the 1st February 2016. There was a majority vote from Cllrs that the increase should be accepted. Two further dog bins are to be ordered for Bishopstone.

Action: The Clerk is to confirm that they are happy with the new contract for the Lengthman. (Complete)

9. Precept

As part of the consideration of whether to continue funding the maintenance of churchyards, Cllr Crisp had received an indicative estimate from the PCC for the ongoing maintenance and Cllr Stephens presented 3 quotes at the mtg. This was a requirement to ensure that in providing funding support, it could be demonstrated that best value was being obtained. It was decided to continue with the current contractor for the next three years whose quote for £3,700 was the lowest.

A proposition was put forward by Cllr Crisp that the contract be accepted and fully funded by the parish council. This was seconded by Cllr Thompson and unanimously agreed by those present.

Cllr Stephens said there was a misunderstanding as to his role in relation to the PCC. He stated that he is still an active member although no longer the church warden.

Signed:

Date:

Cllr Crisp then asked those present if, as previously discussed, the objective should be to maintain the annual parish council tax at £39.08 (Band D equivalent), thereby implying a precept of £12,357. A proposition was put forward by Cllr Stephens that the precept of £12,357 be accepted. This was seconded by Cllr Greenhalgh and unanimously agreed by those present.

10. Devolution of Funding from SBC

The Chair and Cllr McGuigan had met with SBC representatives on 17th December 2015. *A briefing note from that meeting had been circulated and is appended to these minutes for completeness.* Whilst councillors were minded to agree to the SBC proposals in principle, it was determined that a number of matters needed to be clarified before any final decision could be taken, not least the ongoing responsibility for SBC housing land (essentially The Wyncies in Bishopstone that comprises mainly, if not entirely, council housing). The Chair would ask for clarification from Kirsty Cole (SBC) re the above but also regarding fly-tipping, culvert and gully cleaning, assistance with the now annual village clean-up and maintenance of mature trees adjacent to the highway.

Cllr Thomas agreed to discuss with the “Lengthman” the potential for taking over aspects of the works currently carried out by SBC (as per the map provided by SBC) including periodic waste-bin emptying and disposal and to seek a quote as an extension to the current contract that runs until March 2018. His would be reported back to the February meeting.

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

Action: Cllr Thomas is to discuss with Lee Wells (Allbuild) the potential additional works.

Action: The Chair is to seek clarification from SBC with regard to the housing land, fly tipping, gully emptying, culverts and annual village clean up. (Complete)

11. Swindon Parishes Council Plans

A letter had been received from Cllr Jim Grant, Leader of the Labour Group on SBC. This concerned the potential devolution of responsibilities to parish councils (see above). Essentially, the Labour Group were urging parishes to conduct a referendum prior to reaching any agreement. Councillors were of the view that this would not be appropriate in the circumstances.

Action: The Chair is to respond to state that we will not be holding a referendum. (Complete)

12. Main Points

GoRide

This item was discussed at item 7 but has been left in this part of the minutes for continuity.

Cllr Greenhalgh provided a briefing on the situation and asked Cllr Bennett to correct him if he was wrong. Oxford County Council have published their decision notice and their subsidy will be withdrawn at the end of March; owing to the required notice period this could be the end of May in practice. West Berks are in a consultation period and this had been publicised in the Parish Times and on the bus itself. Their funding is significant at £103K. A public meeting had been held in Lambourn at the end of November. Andrew had heard that the position of the Lambourn residents was very strongly to retain the link to Swindon as a priority. Dave Harrison of GoRide had met with Matthew Metcalf of West Berkshire Council and Nigel Haines of SBC.

Cllr Greenhalgh proposed three course of action:

- Liaise directly with Lambourn Parish Council.
- Andrew Bennett to discuss the situation with Nigel Haines and SBC Cabinet.
- Contact Robert Buckland (MP) to make him aware of the issue and our concerns.

Cllr Bennett asked if there was any data on bus usage as this would help inform any discussions.

Action: The Clerk is to contact Lambourn Parish Council. (Complete)

Action: Cllr Greenhalgh is to obtain data from Dave Harrison of GoRide.

Action: Cllr Greenhalgh is to forward the response to Cllr Bennett.

Action: A letter to Robert Buckland (MP) making him aware of parish concerns and urging intervention.

The Chair thanked Andy for the commitment he has given to this topic.

Eastern Villages Expansion

Cllr Green informed those present that there had been no further progress to date.

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

Action: The Clerk is to ask for an update on the intended follow-up briefing meeting to be arranged by SBC.

True Heart/Royal Oak

There had been no further progress on this item.

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

Work to the Dingle

Cllr Thomas advised that he had received an email explaining that work is commencing on 11th January 2016. He had forwarded the Clerk the email for her information.

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

Rural Broadband

Cllr Greenhalgh informed those present that the proposed communications mast had been approved. There had been no further progress to date.

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

Community Speedwatch

Wanborough has been accredited and will be sharing our speed-monitoring device. The Chair had received the new dates for training from April 2016 onwards.

Action: The Chair is to forward an article to the Clerk for the newsletter. (Complete)

Passing Places & Resurfacing Works on New Road

The Clerk is still awaiting a response.

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

Action: The Clerk is to chase progress.

Footpath 10

As proposed by the SBC rights of way officer, it was agreed that the route as currently walked should be kept and the other route (marked as a right of way on OS maps) abandoned. There was a majority vote that the Clerk should write to Michael Enright (SBC) agreeing to his proposal of a diversion in favour of the existing walked route. She will also ask for the footpath sign, which is currently lying on the ground, to be re-erected.

Action: The Clerk is to respond to Michael Enright.

[Post meeting note: Since the meeting the Chair had sent a link to an article in the Guardian newspaper which he thought may be the reason Michael Enright was seeking to clarify the route. This was a reference to the "Countryside and Rights of Way Act 2000" and the risk of losing customary rights of way if not formally registered within a stated deadline.

[Since then several emails have been sent and it has been agreed that the Clerk will write to Michel Enright (notwithstanding the council's agreed preference) to ask whether it would not be possible to retain the historic right of way as well. This item will be brought back to the February meeting for further discussion.]

Traveller on the Ridgeway

The traveller's encampment was still there and the question was whether the site had been abandoned. [Note: after the meeting, it was reported that the occupant had been away on holiday.]

Action: The Clerk is to refer the on-going issue to the relevant officer at SBC and add this item to the next agenda.

[Post meeting note: The traveller is back in residence.]

13. **Accounts to be Paid**

The cheques shown in Appendix 1 of the Agenda were presented for approval.

Signed:

Date:

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 McGuigan and agreed unanimously by those present.

14. Correspondence

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

15. Parishioners Feedback/Complaints

Excessive Growth of Willows on Church Land

Cllr Crisp reported the excessive willow growth covering the path on the church's land from City Corner to the Church.

Action: Cllr Cooke is to take a look at the trees and advise accordingly.

Eastern Gateway in Bishopstone

Cllr Thomas reported that all the road markings have eroded and are now virtually invisible and are providing no effective traffic calming. The gully cover is missing, leaving a huge hole.

Action: The Clerk is to report the problems to SBC. (Complete)

Dog Attack

Cllr Thomas had received a report of a dog attack at the Wyncies. As the person attacked did not report the issue it was decided that Cllr Thomas should talk to the parishioner concerned.

Action: Cllr Thomas is to talk to the parishioner concerned.

Parking outside of the School

A parishioner had reported to Cllr Greenhalgh the on-going problems caused by parking outside the school at key times. Cllrs suggested contacting PC Rory Draper to ask him to pay a visit to the area to talk to the offenders at the start of school and also the end of school 3:00 pm – 3:45 pm (to cover after school clubs). It was noted that the Royal Oak have offered the use of their car park to parents. An article could be placed in the parish newsletter, ideally from PC Draper after his attendance.

Action: The Clerk is to contact PC Rory Draper. (Complete)

The meeting closed at 10:17 pm.

16. Date of Next Meeting

The next meeting will take place on Monday 1st February 2016, in Bishopstone Village Hall at 19:30 pm.