

**BISHOPSTONE PARISH COUNCIL**  
**Minutes of the Parish Council Meeting**  
**held at 7:30 p.m.**  
**on Monday 5<sup>th</sup> December 2016**  
**at Bishopstone Village Hall**

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

**1. Approved Apologies**

Tom Green.

**2. Declarations of Interest**

There were no declarations of interest shown.

**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 November 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:

Hedgerows at the Forty

The Clerk has still not received an update from Matt. She has chased again.

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

Dog Bins

Cllrs arranged to install the dog bins on the weekend of 10 December 2016.

**Action: Cllrs Green, Stevens, Thomas and Greenhalgh plan to install the bins (Complete)**

School Traffic Control

The Lengthman has cut back the bush at The Olde Forge and the sign can now be seen. The property has now been sold but the Chair will chat to the new owners when they move in with regards to keeping the sign visible at all times.

**Action: The Clerk is to inform Suzanne Coles. (Complete)**

The Chair reminded Cllrs that the Clerk had requested some further works to the white lining outside of the school. White lining at the western approach to the village was also needed. The Clerk is to remind Helen Viveash of the white lining need at Hinton Springs and Church Walk.

**Action: The Clerk was asked to respond to the school again to keep them abreast of progress. (Complete)**

**Action: Cllr Sumner is to request the works on the member's hotline. (Complete)**

*[Post meeting note: An email has been received Stating that SBC have committed all defective white lining works that meet Swindon Borough Councils criteria to be re-marked within Bishopstone as soon as they can.]*

Land at Short Drove

A revised application was sent via email 8/11/16. This will be discussed at the next meeting. The Clerk had requested an extension to the deadline and this had been accepted.

Signed: .....

Date: .....

#### Repair Bridge on the Island

Cllr Stephens had not had time to gain further quotes. It had been confirmed that help with the works by the army was not available and therefore further quotes are needed. The Chair had erected the “no entry” sign but the gate had not been padlocked. The Chair queried whether it was sensible to have a sign up but not padlock the gate. It was agreed that the gate should be padlocked.

**Action: Cllr Stephens is to obtain new quotes and padlock the gate.**

#### Overgrown Sign in New Town Lane

These works had still not been carried out. Suzanne Coles had contacted Streetsmart to action this but the Clerk did not have a reference number.

**Action: The Clerk is to forward the email to Cllr Sumner for his help. (Complete)**

**Action: Cllr Sumner is to report this through the members’ hotline.**

#### That Hovel

This was still with Legal Services at SBC awaiting confirmation as to whether SBC would pursue legal action.

#### Refuse Collection

Cllr Stephens had contacted SBC. He had received an email from Annie Weller which had been forwarded to the Clerk. Annie has spoken to Waste Management and copied in Paul Warren who is one of the Supervisors. Paul has confirmed the new Incab system has been updated and that smaller vehicles will be used where requested. Cllrs agreed to wait to see how the collections work over the next month.

**Action: Cllr Stephens is to copy Cllr Sumner in on any further emails.**

#### Bishopstone Fire Engine

We await the new loan agreement to be set up with Wafers at Neath.

**Action: The Clerk is to wait for the loan agreement to be drawn up. (Pending)**

#### Sceptic Tank

Cllr Crisp explained that the biggest problem was the semi-treated outgoing sewage and he was pleased to say that this problem had now been rectified by the removal of 6 metres of pipe. The team was to come back to improve the drainage, but it appears that no-one has visited the site. One of the pumps is still not working. A motion activated camera has been installed in the box. The pump has been ordered which they will try to have covered under warranty. The ongoing question is who is going to maintain the site to keep it free from vegetation. SBC have said that they will undertake the task and will use the same team that trim the verges and hedges. Cllr Crisp has offered for the Parish Council to carry out the work on the same bill back arrangement as the Wyncies. He has received a quote from the Lengthman for £600, but currently SBC seem insistent that they should carry out the works. The Parish Council must therefore place a watching brief on the area to ensure the work is done. Cllr Crisp and Cllrs thanked Cllr Sumner for all of his help in pushing this forward.

### 6. Planning

- S/15/1701/RM – Erection of 1 dwelling – Land off Short Drove, Hinton Parva, Swindon  
A letter had been drafted and this was presented at the meeting and agreed.  
**Action: The Clerk is to send the feedback to SBC that evening. (Complete)**
- S/16/1907/CB – Erection of a replacement residential annexe. (Removal of condition 6 from Planning Permission S/03/3646) – The Cottage, Upper Earls court Farm, Earls court Lane, Swindon  
Condition 6 relates to the use of the annexe as a separate dwelling stating that it should only be used as ancillary to the main house. Cllrs are concerned that if condition 6 is lifted it would set a precedent for ad hoc development in the countryside.  
**Action: The Clerk is to draft a letter for approval. Once approved this should be sent to SBC as quickly as possible as an extension had been requested. (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  
Cllrs had no objections to the above planning application.  
**Action: The Clerk is to write to SBC. (Complete)**
- **Late Receipt of Planning Notifications**

No late planning applications had been received.

- **PENDING DETERMINATION**
- **S/16/1705/HC** - Conversion of garage into habitable space & erection of a shed – Mill House, Cues Lane, Bishopstone
- **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
- **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
- **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
- **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/15/1701/RM** - Erection of 1 dwelling – Land off Short Drove, Hinton Parva
- **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** - 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

The Chair asked Cllr Sumner for an update on the various pending Eastern Villages applications. Cllr Sumner explained that the Redlands application will probably go to planning committee in February now. Cllr Sumner had recently attended a meeting with a Cabinet members advisory group where Thames Water had raised issues over the supply of sewage and water infrastructure for the NEV. Thames Water will not commit to any infrastructure provision where developers have not signed contracts with them to cover the cost of delivery and it would not be possible to deliver the necessary infrastructure on a piecemeal basis due to the high cost.

Signed: .....

Date: .....

## OTHER ISSUES

- The Hovel Demolition

This item had been discussed at item 5.7

**Action: Cllr Sumner will keep a watching brief on this.**

## GRANTED

- **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 – REVISED
- **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
- **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

## REFUSAL

NONE

### 7. Reports from Ward Councillor

Cllr Sumner explained that SBC would be looking to transfer further works to the Parishes shortly which would be in addition to the services the Parish Council took over recently and which are now undertaken by the Lengthman. Further details have been requested asap as the precept for 2017/18 is currently being set.

**Action: Cllr Sumner is to come back with an answer to the services and funding of them.**

Owing to the shortage of a 5 year land supply Cllr Sumner explained that Officers would be looking carefully at the SHELAA more carefully. Cllr Greenhalgh queried why the Witchelstowe/Front Garden was not being built out. Cllr Sumner explained that this was due to the high book value as a result of earlier high infrastructure spend by SBC meaning that the land had not been viable to develop. Cllr Greenhalgh asked for more information. The Chair asked how many units SBC had in their 5 year land supply that are coming off Witchelstowe.

**Action: Cllr Sumner is to find out what the current situation is with Witchelstowe.**

### Septic Tank

This item was discussed 5.10.

### 8. Reports from Sub Committees

#### Pond & Island Allotment

Cllrs discussed a new plan suggested by the School for its use of the island which proposed a wider use of the whole island. Cllrs unanimously supported the original commitment to the School but agreed that the rest of the island should remain native and semi-wild as this had been the land management plan for several years. Cllrs felt it was important to consider the needs and wishes of all parishioners insofar as the use of the island is concerned.

**Action: Cllrs Stephen and Greenhalgh are to meet with the headmistress.**

**Action: The Clerk is to send the headmistress' email address to Cllr Greenhalgh.**

**(Complete)**

### 9. Precept

Currently there are reserves of £27,000 which will be called upon in the future when the funds currently being received from SBC to compensate for the transfer of services diminishes to zero. The proposal from the Finance sub-committee was to retain the Council Tax based on a Band D at £39.08 which will be the fourth year running that the Parish Council have managed to maintain it at this level. Cllr Crisp then put forward a proposal for a precept of £12,564, this was seconded by Cllr Greenhalgh and unanimously agreed by all those present.

**Action: The Clerk is to send the signed paperwork to SBC. (Complete)**

### 10. Lengthman Work

#### Services from SBC

Cllr Crisp explained that the cap of £3,600 had been reached but no regular work was expected to be carried out until April, although ad-hoc work may be necessary.

### 11. Councillor Vacancy

Three parishioners have unofficially expressed an interest in becoming a Councillor. The Clerk is to invite applications once the time period set by SBC for an election has expired.

**Action: The Clerk is to draft an article for the Parish Times and send to all Cllrs.  
(Complete)**

**12. BT Telephone Boxes**

The Clerk had received an email from Karen Phimister stating that they will be recommending that the Borough Council objects to the removal of these boxes. In addition, the Borough Conservation Officer will be submitting an application to Historic England to have the red heritage callboxes outside Bishopstone School and Hinton Parva Village Hall listed.

**13. Main Points**

Eastern Villages Expansion

This had been discussed at item 6.4.

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

Passing Places – New Road

SBC are targeting construction by the end of March requiring a road closure for 1-2 weeks. 2 properly surfaced passing places will be provided.

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

Resurfacing Works – New Road

No further progress.

**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

Cllr Sumner has been trying to put pressure on SBC through his AONB contacts. The Chair advised that SBC has the power to remove unauthorised encampments under Section 77-78 of the Criminal Justice and Public Order Act. Cllr Sumner has fed this information back to Martin Fry who agrees that they have these powers.

**Action: Cllr Sumner is to continue to progress.**

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

Pond & Island Risk Assessment

This item had been discussed at 5.5.

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

School Traffic Control

This item was discussed at 5.3.

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

Refuse Collection

This item was discussed at item 5.6.

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

Bishopstone Fire Engine

This item was discussed at item 5.9.

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

Highways Improvement Scheme at Junction 15

Cllr Brodin had attended the presentation. Works to J16 would need to be completed (2018) before works to J15 can commence. The works to J15 will include a dedicated left turn lane (towards London)

**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.

Signed: .....

Date: .....

The Clerk had received an invoice from the Lengthman for £144.00 after the agenda had been issued. Payment of this had been approved by Cllr Crisp and Cllr Thomas on the understanding that Cllrs at the meeting were happy. This was for hedge trimming and sluice cleaning.

Cllrs asked if CPRE may be able to help with the problem of the traveller.

**Action: The Clerk was to enquire whether this was a possibility. (Complete)**

Cllr Greenhalgh queried the use of cheques for payment. This item is to be discussed at the next meeting.

**Action: Cllr Greenhalgh is to forward his email to the Clerk.**

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

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

## 15. Correspondence

### Improving connections between Bishopstone and the Ridgeway

An email had been received from Sarah Wright of the Ridgeway National Trail Project - Working for the Ridgeway Partnership. This had been forwarded to Cllrs before the meeting for their information. Cllrs were happy to support the suggested installation of improved signage between The Ridgeway and Bishopstone.

**Action: The Clerk was asked to respond accordingly (Complete)**

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

### Hinton Parva Treatment Plant/Cllr Sumner

Cllr Crisp reported that parishioners had reported that they were very grateful to Cllr Sumner who had been extremely helpful with the septic tank issues.

### Body Horse Hill Hedge/Verge

Cllr Stevens reported that the landowner had been maintaining the hedge and were concerned that the Parish Council may have received a complaint due to the verge being "protected". Cllr Stevens had checked the Council's records and was satisfied that the verge was not in fact protected and that this was an historic designation.

### Planning – West Hinton Cottage

Cllr Cooke had received a complaint from a parishioner. Cllr Brodin is to get the plans from the internet and check out the agreed work.

**Action: Cllr Brodin is to check the plans works carried out. (Complete)**

[Post meeting note: Cllr Brodin has reported that: The shape and extension footprint appear to be according to plan. The obvious deviation is that some areas of facing bricks of the original house have been roughly painted black, when they are meant to be clad in 'unfinished idigbo hardwood vertical battens'. The Chair suggests that we revisit the matter next spring when the works are 100% complete.

### Gullies at Hinton Springs

The Chair reported the flooding at Hinton Springs after the recent heavy rainfall.

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

[Post meeting note: The gullies and culverts have been cleared by Paul Page and his team from SBC.]

### The Wyncies Footpath

The Chair reported that the footpath leading from the Wyncies to the rear of the Royal Oak was uneasy and unsafe to walk, particularly for the elderly, due to the tarmac surface having subsided part way along its length.

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

### Footpath 6 Hinton Parva

Cllr Cooke reported that the vegetation on footpath 6, between the treatment works and the village green, is extremely overgrown.

The meeting closed at 9.22 pm.

**17. Date of Next Meeting**

As the next meeting was due to take place on Monday 2<sup>nd</sup> January 2017 at Bishopstone Village Hall and this is a holiday Cllrs asked that the Clerk move the meeting to Monday 9<sup>th</sup> January 2017 **at 7:30 pm.**

**Action: The Clerk is to notify Sue Tremlin of the meeting change and put a note in the newsletter. (Complete)**

Signed: .....

Date: .....