

BISHOPSTONE PARISH COUNCIL
Minutes of the Parish Council Meeting
held at 7:30 p.m.
on Monday 5th September 2016
at Bishopstone Village Hall

Those Present: Ian Thomas (Chair), Lesley Drewett (Clerk), Val Brodin (Vice Chair), Nigel Crisp, Tom Green, Julian Cooke, , Cllr Gary Sumner.

1. Approved Apologies

Douglas Stevens, Andy Greenhalgh, Stuart McGuigan.

2. Election of Chair and Vice Chair

Cllr Brodin proposed that Cllr Thomas should assume the position of Chair. Cllr Thomas was concerned about the amount of time this would take owing to his own work commitments. However, he was willing to trial the position. Cllr Cooke seconded the proposal which was unanimously agreed by those present.

Cllr Cooke proposed that Cllr Brodin assume the position of Vice Chair as he felt it would be good to have a representative from each village, Cllr Brodin explained that she would not want to assume the position of Chair but would be happy to Chair meetings in Cllr Thomas' absence. Cllr Crisp seconded the proposal which was unanimously agreed by those present. Cllrs thanked and congratulated the new Chair and Vice Chair.

The co-option of a Councillor was discussed and it was agreed to put a personal advertisement in the Parish Times in due course.

Action: The Clerk is to draft an article for the Parish Times. (Complete)

3. Declarations of Interest

Cllr Cooke expressed a non-prejudicial interest in item 7.1.

4. Public Question Time

Cllr Thomas brought this item forward before the start of the meeting and invited comments from those present. This item has been left in this part of the minutes for continuity.

There were 10 members of the public in attendance and the Chair welcomed them to the meeting. They had attended the meeting to show their interest in the planning application for 5 High Street. Their concerns were recorded as follows:-

- The development would be out of character as the 2 houses would completely fill the open land and garden.
- Winton Cottage will be overlooked and its light would be restricted.
- The development does not fit with the Conservation area.
- The line of the building is further forward than the existing buildings.
- The plans submitted are very inaccurate; both the site plan and the block plan. The back extension on the existing property is missing as is the extension to number 4.
- On the site plan the side-rear the access path is shown inaccurately.
- A large tree to the left of the path (in number 4's garden) with a large canopy, is not included on the plans. Two trees *are* shown, but these do not exist.
- The site plan gives an impression that there is a garden at the front of the property, but as there is only vehicle access this could only be hardstanding giving a loss of green space.
- There is also an issue with regard to overlooking and overshadowing. The windows look straight out onto a wall, but should have a 45° line of sight to the sky.
- The access and parking proposes 4 parking spaces, but there is nowhere to turn. This would mean reversing in or out of the site and crossing the path serving numbers 6,7, and 8 High Street. This will cause a risk to pedestrians and is a road safety issue.
- There is a large, registered colony of bats at number 4. This development is directly in their flight path.

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- There were concerns of any future extensions to the rear as these would affect residents even more.
- The development would set a precedent in the conservation area with regard to developments in gardens.
- There is no access to the rear garden.
- There were also concerns regarding drainage as the drains in this part of the village need rodding 2/3 times a year.
- A parishioner is reliant on the path both back and front.

Councillors confirmed that the development site is located within the village settlement boundary and that, as such, there would be a presumption in favour of some form of development. However, the Chair's assessment is that the application as submitted was incomplete and that it should not have been validated by SBC. It was also noted that there has been no pre-application meeting with the Borough Council or the Parish Council and therefore no guidance had been requested by the applicant.

A Design and Access Statement and a Heritage Statement are essential documents given the location of the site within the Conservation area. No topographical survey or tree survey had been undertaken. There are also other shortcomings with the submitted plans and documents.

The Chair stated that the PC had noted all the comments made but that until a comprehensive application was received it would be difficult for the PC to make any formal judgement.

The applicant was in attendance and apologised for the lack of information submitted with the application and stated that they will take these comments back to their Architect. They confirmed that they would like to consult with the Parish Council and to ensure that the final plans are acceptable to all concerned.

The Chair explained that the Parish Council would write to the Borough Council and copy the applicant in for their information.

Action: The Clerk will copy the Parish Council's letter to the applicant. (Complete)

5. **Minutes of Last Meeting**

The Chair asked for a proposition that the minutes of the August meeting be accepted as a true record. The proposition was put forward by Cllr Cooke 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:

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.

Action: To be carried forward as an outstanding issue.

Passing Places – New Road

Cllr McGuigan wanted to ensure that reminders were sent to SBC.

Complete: Cllr Green is to forward drawings to SBC. (Complete)

Resurfacing works – New Road

Cllr Green confirmed that notification of closure of the road is out.

Lengthman Works – Permissive Footpath

The permissive footpath has been cut.

Rural Broadband

Cllr Greenhalgh has contacted Ashbury and Bourton Parish Councils and had received a response and the Clerk read his feedback to Cllrs present.

Overhanging Willow Branches

Cllrs felt this item did not need attention at present, the work will be carried out later in the year.

Dog Bins

The Chair informed those present that one bin will be installed near the pond and another at the top of the footpath by the Vicarage to serve the Dingle.

Action: Cllrs Green, Stevens, Thomas and Greenhalgh are to liaise re installation.

School Traffic Control

The Chair had asked the owners to trim back the hedge and this has been done, but the 20 mph sign is still not fully visible. The Clerk is to ask Suzanne Cole to visit site again and to recommend whether more hedge should be cut back (and to confirm this in writing) or whether the sign should be relocated.

Action: The Clerk is to ask Suzanne Cole to pay a site visit to Bishopstone. (Complete)

Sign at Short Drove

Suzanne Cole (SBC) had responded to the Parish Council with regard to the requested sign at Short Drove and other signage problems that had been reported. She is going to provide further information in the next couple of weeks. If no information is received regarding the sign, the Clerk is not to pursue further as Cllrs no longer feel it is needed.

Pot Holes – Nell Hill

The pot holes have been filled.

7. **Planning**

- **S/16/1454/TB** - erection of a new dwelling – 5 High Street, Bishopstone
Councillors agreed that the application should not have been validated by SBC due to missing and essential information including D & A Statement, Heritage Assessment, Biodiversity statement (due to bats at no 4 High Street), tree survey etc
Action: The Clerk is to draft a letter for the Chair’s approval and send this to SBC. (Complete)
Action: The Clerk is to copy Cllr Sumner into the letter. (Complete)
Action: Cllr Sumner is to talk to the planning officer. (Complete)
- **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

Cllr Sumner advised that the Clerk should write to the Planning Inspectorate reiterating the Parish Councils views stating that they are happy that the Borough Council’s Officers represent their views.

Action: The Clerk is to write to the Planning Inspectorate. (Complete)

- **Late Receipt of Planning Notifications**
- **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

Cllrs agreed that this appeared to be a well-considered application and had no objections in principle given the precedent set on the adjoining field. Cllrs requested a Condition to ensure that the stables

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were for personal use only. Cllrs also queried whether a change of use was actually required and would prefer it was not granted in case of future development implications.

Action: The Clerk is to draft a letter for the Chair's approval and send this to SBC. (Complete)

- **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

The Clerk had not received any official communication from SBC but had found the planning application in the weekly planning briefing note. The Enforcement Officer had spoken to the Chair that day to check that he was aware of the application. Councillors did not have any objections in principle subject to SBC being satisfied that there were no adverse amenity Implications for Boxwood House. Cllrs agreed to request a Condition to ensure that the development cannot be intensified beyond that shown on the submitted plans.

Action: The Clerk is to draft a letter for the Chair's approval and send this to SBC. (Complete)

- **PENDING DETERMINATION**

- **S/15/1701/RM** - Erection of 1 dwelling – Land off Short Drove, Hinton Parva
The Chair asked Cllr Sumner if he had any further information, he did not.

Action: Cllr Sumner will talk to the planning officer.

- **S/OUT/16/0021** – Outline planning application for the erection of up to 370 dwellings, a local convenience store, a primary school, open space, landscaping, on site infrastructure. Means of access not reserved – Redlands, Swindon
- **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
- **S/RES/16/1233KC** – 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** – 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

- **OTHER ISSUES**

- The Hovel Demolition

The Chair had received an update from the Enforcement Officer notifying him that her report to the Borough Solicitor will be finished this week and that she will recommend that enforcement action is taken. However it will be for the Borough Solicitor to decide whether there is sufficient evidence to justify taking formal action.

Redlands

The Chair asked Cllr Sumner for an update on the Redlands application and was told that a decision was likely in October/November 2016.

GRANTED

- **S/16/0685/RM** – Erection of two storey side & rear extensions – Elm Cottage, Short Drove, Hinton Parva - **REVISED**
- **S/16/1154/ CB** – Erection of a two storey & single rear extension & front porch – Coombe Cottage, Bodyhorse Hill, Hinton Parva

**REFUSAL
NONE**

8. Reports from Ward Councillor

Cllr Sumner advised those present that SBC would maintain its support for the bus service provided by West Berkshire as it is the most cost effective provision. He did note that this may eventually have to change to a community bus service.

The Parishing of the Borough is still underway.

Junction 15 improvements will take place once the Junction 16 improvements are finished next year. They will be increasing capacity, signalising, increasing the width of the road from Commonhead to the M4 making a dedicated left turn. The funding has come from the Commonhead development.

9. Reports from Sub Committees

No sub committees had met.

An email had been received by the Clerk regarding the two gates between the Hinton Parva foot path which goes from the small chapel to the field belonging to the Church Commissioners. The Chair had been notified by Martin Fry that unless there is a specific agreement between the landowner and the Borough, all public footpaths are the responsibility of the landowner.

Action: Cllr Cooke is to talk to the parishioner.

10. Lengthman Work

Cllr Crisp stated that any ad hoc works should be directed to the relevant landowner in the first instance. If the landowner refuses and the works are in the public interest then we should discuss and agree whether to ask the Lengthman to undertake the works.

Permissive Footpath

This item was discussed at item 6.4.

Action: The Clerk is to remove this item from the agenda.

11. Main Points

Eastern Villages Expansion

This item was covered under item 8.

Passing Places – New Road

Cllr Green notified those present that the Borough hope to have the works completed before Christmas.

Action: Cllr Green is to follow up on the reduced specification.

Action: The Clerk is to change the action on the agenda to TG.

Resurfacing Works – New Road

This item was discussed at 6.3

Traveller on the Ridgeway

The traveller is still in situ.

Pond & Island Risk Assessment

The Clerk had received a quote of £2,100 + VAT from the Lengthman to repair the bridge.

Cllr Stephens is to obtain 2 more quotes. Cllr Stephens still has to order the 2 signs.

Action: Cllr Stevens is to order the signs from Seqol.

School Traffic Control

This item was discussed at 6.9.

Refuse Collection

The Clerk had spoken with David Robertson from SBC. He had explained that they only have 3 vehicles at present and there are too many collections on a Friday, plus breakdowns and this

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is what prevents consistent collections. However, 5 new vehicles have been ordered and they are re-balancing workloads. They are also ordering an extra small collection vehicle as currently they only have one and this will enable them to be able to include new areas for collection.

Bishopstone Fire Engine

The Clerk had received several emails from Swindon Museum which had been forwarded to Cllrs. As there was no room for the engine in Swindon Cllrs agreed to continue with the loan to WAFERS in Neath.

Since the meeting the Clerk has heard further from Swindon stating that they may be able to loan the engine from WAFERS in the future and that they would be happy to liaise with WAFERS over this.

12. 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 updated invoices from the Lengthman. The Clerk is to issue cheques for £697.50 (June), £721.50 (July) and £721.50 (August).

Action: The Clerk is to amend the cheques and send them to the Lengthman with an explanatory letter. (Complete)

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

13. Correspondence

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

14. 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)

Overgrown Sign

The 30 mph sign at New town Lane remains overgrown with ivy despite being reported to SBC.

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

The meeting closed at 9.20 pm.

15. Date of Next Meeting

The next meeting will take place on Monday 3rd October 2016 at Bishopstone Village Hall at **7:30 pm.**

Apologies: Ian Thomas