

**BISHOPSTONE PARISH COUNCIL**

**Minutes of the Parish Council Meeting  
held at 7:30 p.m.  
on Monday 6<sup>th</sup> October 2014  
at Hinton Parva Village Hall**

**Those Present:** Ian Thompson (Chair), Lesley Drewett (Clerk), Nigel Crisp, Douglas Stevens, Val Brodin, Stuart McGuigan, Andy Greenhalgh.

As Thames Water had agreed to attend the meeting after the agenda had been issued the Chair explained that he would deal with this part of the meeting before starting the formal part. The Chair thanked Thames Water and Robert Buckland M.P. for attending. Robert explained he had attended a site meeting during February and what he had seen was appalling and intolerable and, at the meeting, assurances had been given that action would be taken. He commented that the reality had fallen short of expectations, that there were still unresolved problems and that the underlying causes still remained. It was important that measures were set in place to deal with the problem as a matter of priority. At this stage the meeting was handed over to Denise Kinsella and Ian Binding from Thames Water. They provided a map showing the course of sewers connecting The Forty to the pumping station via a circuitous route. The following was discussed and agreed:

**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**

- Thames Water to gather data over next 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).

The Chair gave his thanks to all for attending. Councillors stressed that if anything can be done to accelerate the 6 week investigation/modelling phase it would be most appreciated.

Next update 4<sup>th</sup> Nov.

The Chair called the meeting to order at 7:58 pm and the formal meeting began.

**1. Approved Apologies**

Ian Thomas (Vice Chair), Julian Cooke, Tom Green, Cllr Andrew Bennett.

**2. Declaration of Interests**

There were no declarations of interest.

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**3. 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.

**4. Matters Arising**

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

Permissive footpath - installation of dog bin

Cllr Stevens had advised the Clerk before the meeting that he will be ordering the new dog bin imminently. The item has been carried forward to the next meeting.

**Action: Cllr Stevens is to order the new bin for installation at the foot of the permissive footpath.**

Village Information Board

This is still a work in progress, but it is anticipated that the board will be installed before the next meeting. 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.**

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

Councillor Bennett had emailed the Clerk before the meeting but the Chair asked that the outstanding actions, shown below, are carried forward to the next meeting.

He had previously informed Cllrs of a potential funding stream for small businesses located in villages forming part of or adjacent to the AONB. Once arrangements have been finalised, an article will be placed in the Parish Times.

**Action: Once approval has been received from DEFRA an article will be put into the newsletter.**

Cllrs asked Andrew to follow up on progress of the protocol for the SBC consultation process as a final document had never been received.

**Action: Cllr Bennett is to follow up on progress of the consultation protocol and how close the final document is.**

**5. Public Question Time**

The Chair closed the meeting.

A parishioner had attended to express her concern that the school had apparently been able to take over the village hall in Bishopstone to meet its own requirements for serving school meals and that as a consequence parishioners could no longer use the facility. There had been no prior consultation with parishioners and this was causing some resentment. The Chair explained that the Parish Council did not have any responsibility for the management of the village hall. However, Councillors were sympathetic to the concerns of the parishioner and it was agreed that the Clerk should contact the Chair of the Village Hall Management Committee for clarification.

**Action: The Clerk is to contact the Chair of the Management Committee. (Complete)**

[Post meeting note: *The following response has been received: the Management committee have agreed for the school to use it on a daily basis for lunches, but they accept fully that any other village event/booking takes precedence over the school's requirements and that the school will have to make alternative arrangements in any such case.* The parishioner has been notified of this.]

The meeting was then re-opened.

**6. Planning**

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

**Late Receipt of Planning Notifications**

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

- **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

A discussion took place and it was agreed that Cllr Thomas's expertise would be helpful in this instance. Cllrs asked the Clerk to request an extended deadline from SBC as more information is needed and to solicit Cllr Thomas's advice. If an extended deadline was refused, it may be that an Extraordinary Meeting would be called to formalise the Parish Council's views. The key question was whether the apparent permitted development rights in respect of agricultural holdings took precedence over the development constraints otherwise imposed by the rural settlement boundary.

**Action: The Clerk is to notify Cllr Thomas that the plans will be delivered to his home. (Complete)**

**Action: Cllr Greenhalgh is to deliver the plans to Cllr Thomas. (Complete)**

[Post meeting note: The Clerk is to write to SBC to notify them that the Parish Council do not object to the application so long as there is an assurance that any approval of permitted development under this new legislation that takes place outside of the approved rural settlement boundary will not be allowed to set a precedent for other applications that may come forward.]

**Action: The Clerk is to write to SBC.**

**PENDING DETERMINATION**

There were no applications pending determination.

**GRANTED**

Two granted schedules had been received after the agenda had been issued.

- **S/14/1340/HC** – Erection of a single storey rear extension & front bay Window – Greywethers, High Street, Bishopstone
- **S/LBC/14/1352/HC** – Repairs to Listed Wall – Prebendal Farm, Icknield Way, Bishopstone

**REFUSAL**

The following refusal schedule had been received.

- **S/14/1096/SASM** – erection of a dwelling & associated works – Land adjacent Willow House, Church Row, Hinton Parva

**7. Reports from Ward Councillor**

The Borough Councillor was not in attendance.

**8. Reports from Sub Committees**

There were no reports from the sub committees.

**9. Main Points**Sewerage Problems

This item had been discussed before the formal meeting took place. Cllr Crisp is to summarise the discussions and these will formally be submitted to the attendees at the meeting.

**Action: Cllr Crisp is to type a summary of the discussions which will be sent to the attendees. These will be embedded in the minutes. (Complete – see above)**

Defibrillator

Jane McCutcheon is taking the lead on the project. The defibrillator had been delivered to Cllr McGuigan and an electrician is to be contacted. The Chair of the Finance Committee queried whether it was essential for 3 quotes for such a small amount. It was agreed to use a

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local electrician. Cllr Brodin proposed that on the grounds of urgency and as the kit had arrived, it was only necessary to obtain 1 quote. The amount should be capped at £200. This was seconded by Cllr Crisp and unanimously agreed by all present.

**Action: Cllr McGuigan is to contact the electrician. (Complete)**

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

[Post meeting note: *an approximate price of £100 + VAT for installation of the defibrillator box from Ashbury Electrical has been received. The exact cost will depend on the location of the box, which will be discussed with the Chair of the Village Hall Committee.*]

The Clerk then queried whether Cllrs were happy to accept the quote for training provided by the South Western Ambulance Service, which had been forwarded to Cllrs before the meeting. A Cllr pointed out that this was to be an annual charge. He also pointed out that the service advises that as many people as possible attend training. Cllr McGuigan advised those present that his eldest son is a paramedic with the ambulance service and he may be able to help if his employers would let him. Cllrs agreed that if this was a possibility, his expenses should be paid. It was agreed to accept the group booking if Cllr McGuigan's son is unable to carry out the training. In the paperwork provided, it states that training can be carried out by any recognised provider of training or a health care professional. The Clerk informed those present that Steve Patterson had volunteered as a responder.

**Action: Cllr McGuigan is to talk to his son regarding training.**

**Action: The Clerk is to provide the volunteer's email address to Jane McCutcheon.**

**Action: The Clerk is to provide Jane McCutcheon with Tim Finney's email address so that he can communicate with Eastbrook Farm's 2 representatives.**

**Action: The Clerk is to notify the South Western Ambulance Service. (Complete)**

**Action: The Clerk is to ask Jane McCutcheon to take the lead on an article for the newsletter once it has been installed and training has been undertaken.**

#### Community Transport

The Clerk had not received any further communication regarding this and was asked to keep the item on the agenda.

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

#### Football Pitch Revival

Cllr Thomas is taking the lead on this project and he had provided an email for Cllrs before the meeting.

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

#### Village Information Boards

This item was discussed at item 4.2 and is pending installation. Cllr Greenhalgh informed Cllrs of the maps he has worked on for the village website in conjunction with information at the bottom of the information board.

**Action: Cllr Greenhalgh is to forward a copy of the maps to Cllrs for their information. (Complete)**

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

#### True Heart

No further news had been received.

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

#### Work to the Dingle

Cllr Thomas had provided an email for Cllrs before the meeting which stated that the new project manager is committed to have the works carried out before Christmas. He is currently clarifying the scope of the works with SBC.

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

#### Article 4 Direction

No further news has been received.

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

BT Rural Broadband

Cllr Greenhalgh briefed those present on the situation to date. The rural Broadband trial is going ahead in Chiseldon and, if it is successful, they may bid for SBC's rural Broadband roll out. Andy is to attend a meeting on 7<sup>th</sup> November 2014 with Robert Buckland and SBC.

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

Village Clean Up

The Chair asked if there was any support for an autumn clean up. A discussion took place around what time of year that would be best for the cleanup. Cllrs considered it may be wise to promote this in the newsletter in good time to get volunteers to plan and come forward. The Chair advised those present of the well established email network which is run out of the Hinton village hall. Cllr Greenhalgh is to promote this for Bishopstone. A date will be re-considered at the December meeting.

**Action: The Clerk will add this item to the December agenda.**

**Action: Cllr Greenhalgh is to promote and collate an email network for Bishopstone.**

**The Clerk will include an article in the newsletter for interested parties.**

**10. 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.

The Clerk had received the following invoice since issuing the agenda:

- South Western Ambulance Service NHS for £720 for the defibrillator cabinet and defibrillator.

With these additions, the expenses were proposed for payment by Cllr Thompson, seconded by Cllr Crisp and unanimously agreed by those present.

The Chair asked Cllr Crisp if he could present the current position of the accounts showing the end-of-year forecast at the next meeting.

**Action: Cllr Crisp is to bring the current position of the finances to the next meeting.**

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

**11. Correspondence**

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

**12. Parishioners Feedback/Complaints**Posts Edging the Grass Verge in Oxon Place

The road has been resurfaced at the City but the white posts edging the grass verge at Oxon Place, which are SBC's responsibility, are in bad need of repair.

**Action: The Clerk is to contact Streetsmart. (Complete)**

The Coombs

Cllr Crisp wishes to provide an article for the newsletter regarding the works to be carried out in the Coombs in November and he asked for the Parish Council's support.

**Action: Cllr Crisp is to provide an article for the newsletter.**

Watch on Property in Church Row

The Chair asked for an item to be minuted on the record that it had been drawn to his attention a few weeks ago that at the "chalet", behind the three cottages on Church Row, a lot of vegetation had been cleared with an apparent view to getting the property occupied. SBC planning enforcement and Cllr Bennett had been made aware of the situation as the building is not recognised as an independent dwelling and also that it lies outside the rural

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settlement boundary. Cllrs noted that developments would be monitored but that to date no offence had been committed in terms of planning law.

The meeting closed at 9.08 pm.

**13. Date of Next Meeting**

The next meeting will take place on Monday 3<sup>rd</sup> November 2014, at Bishopstone Village Hall at 19:30 pm. **Action: Apologies to the Clerk before the meeting.**