

BISHOPSTONE PARISH COUNCIL
Minutes of the Parish Council Meeting
held at 7:30 p.m.
on Monday 7th August 2017
at Bishopstone Village Hall

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

1. PC Sophia Best – Community Policing Team

PC Best had sent her apologies before the meeting and requested that if there were any matters that arose that required Police attention Cllrs should let her know.

2. Public Question Time

Eight members of the public were in attendance. The Chair therefore closed the meeting to give them the opportunity to speak. They had attended to discuss planning applications that were on the agenda.

The application for 5 High Street was discussed first. A parishioner expressed his disappointment with the resubmitted plans which were felt to be confusing. Parishioners had sent their objections to SBC and the technical aspects were discussed. The loss of open space, parking, light, urbanisation and the root protection of the tree. It was noted that the Conservation Officer had objected to the application. The Chair asked if those present would be happy with a redesign, or whether they were objecting in principle. He went on to say that the application would be discussed later in the meeting and confirmed that the Conservation Officer's objections were quite strong although would prefer to see updated formal comments on the new plans.

The application for One Acre was then discussed. A parishioner had found the plans confusing as the application was for a new house but the plans also showed a new garage for One Acre that was apparently not included in the application. The application stated that if the application was approved a further application for the garage would follow. Councillor felt that the garage should be removed from the drawings or the application should be amended to include the garage. A parishioner stated that the High Street is characterised by grass bank hedges and chalkstone cottages and they felt this would upset the ambience of the area and create a precedent.

The Chair thanked parishioners for attending and then re-opened the meeting.

3. Approved Apologies

Tom Green, Stuart McGuigan, Gill May, Cllr Gary Sumner.

4. Declarations of Interest

Cllr Cooke declared non-prejudicial interest in item.

5. Minutes of Last Meeting

The Chair asked for a proposition that the minutes of the July 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.

6. Matters Arising

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

Charlbury Hill

Cllr Sumner had informed the Clerk via email before the meeting that he had not taken the PSPO suggestion forward as there was no evidence provided by anyone other than some litter issues. If he gets evidence substantial enough to warrant this he will make the suggestion. Vandalism on local fields were discussed briefly.

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

Signed:

Date:

Refuse Collection

The Chair said that SBC and Cllr Sumner had confirmed that smaller vehicles were being used at the Wyncies.

Action: The Chair is to check this is correct on the next collection day.

Bridge over to the Island

The work on the bridge is complete and Cllr McGuigan had confirmed that the works required had been completed and he was satisfied with these. The money from the Tesco grant had been received and was in the account. Cllr Greenhalgh explained that the Parish Council were now acceptable recipients and could therefore apply again in the future.

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

Church Commissioners

The Clerk had not received a response from Mike Ash at SBC's Housing Department with regard to whether there is any affordable housing requirement in the village.

Action: The Clerk to chase her request for the information from Mike Ash. (Complete)
– **Awaiting a response.**

Communication Policy

Cllr May had updated the policy and circulated it to Cllrs. This will be ratified at the next meeting.

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

Passing Places

The Chair explained that the recent resurfacing work next to one of the passing places was much better.

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

White Lines

The Chair Informed the Clerk that the work requested at Hinton Springs had not been done. Also, the white lining at the School and Church Walk junction also needs re-painting.

Action: The Clerk is to email SBC to ask when these works will be carried out. (Complete)

[Post meeting note: The Clerk has received a response from Ryan Dowling informing her that he will take another look at what needs doing. He believes they are commencing white lining in the villages in the next couple of weeks. He will have a quick look and identify anything and everything that needs doing and get the crews to do it when they are in Bishopstone.]

Trees at City Corner

The Willow tree is still causing a problem. Cllr Cooke will have to gain permission from the PCC.

Action: Cllr Cooke will deal with this asap.

7. **Planning**

- **S/17/1232/TB** – Erection of 1no dwelling & associated works – 5 High Street, Bishopstone

Cllrs felt that the plans and documents posted on the website were confusing as there appeared to be plans left over from the previous application.

The Chair explained that the Conservation Officer had undertaken a very detailed analysis of how the proposal would impact on the Conservation Area and that her objection appeared to be an “in principle” one. Cllrs felt that this analysis was fair and reasonable and that the PC should support this objection although it would be useful to see the Conservation Officer's specific comments on the submitted plans.

Action: The Chair is to draft a letter for Cllrs comments. (Complete)

Action: The Clerk should forward the approved letter to SBC. (Complete)

- **S/17/1095CH** – Demolition of double garage & erection of 1no dwelling & associated works – One Acre, High Street, Bishopstone

Cllrs agreed that the application was confusing as the plans showed a new garage for One Acre but this was not part of the application. The proposed new dwelling may breach the SBC Residential Design Guide which requires minimum separation distances between dwellings. SBC should be asked to advise. It was agreed that the new garage should not

be shown in the plans or it should be included in the application - otherwise the Parish Council would be forced to object owing to the lack of parking for One Acre. It was noted that the application did not include a street scene which Councillors had specifically requested when the applicant came to discuss his intention to submit an application at the July meeting.

Action: The Chair is to draft a letter for Cllrs comments. (Complete)

Action: The Clerk should forward the approved letter to SBC. (Complete)

- **S/PRIOC/17/1267/SASM** - Prior approval notification for the change of use of an agricultural building to 1no dwelling (Class 3)
No response is required for this application at this time.
- **Late Receipt of Planning Notifications**

PENDING DETERMINATION

- **S/15/1701/RM** – Erection of 1 dwelling – Land off Short Drove, Hinton Parva, Swindon
The case officer and David Dewart are due to meet with the applicants on 25th August 2017.
- **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
- **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/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/ES** – Revised Outline Planning Application for the erection of up to 370no 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 – Redlands, Eastern Villages, Swindon – Revised Documents

Cllr Sumner was not in attendance and therefore no updates on the pending Eastern Villages applications were available.

Action: The Clerk was asked to check whether the Sarcens application had been granted as the garage was already in existence. (Complete)

Signed:

Date:

[Post meeting note: The Clerk has checked the website and the application was GRANTED permission on 11.11.2016.]

Action: The Clerk will remove this application from the agenda. (Complete)

OTHER ISSUES

- The Hovel Demolition
The Parish Council had received an email from solicitors acting for the developer and is investigating this further.

GRANTED

NONE

REFUSAL

NONE

8. Reports from Ward Councillor

Cllr Sumner had given his apologies owing to his attendance at a Scrutiny Committee meeting. He had sent a note to the Chair in advance which the Chair summarised:-

SHELAA

A draft of the SHELAA will be drawn up later this month for approval and the final copy will be issued for consultation during September.

Septic Tank

Cllr Sumner had informed the Clerk via email before the meeting that he had copied Cllr Crisp in on repairs and maintenance. Cllr Crisp advised that the tank is operational but it cannot be checked as it is now locked; there is no odour. The pumps are to be replaced as they are faulty. Residents have received a revised offer which is cutting their contribution by 50%. However, the clause stating if it goes wrong the residents will have to pay for complete removal and refit is still included. A date for a meeting with residents is being organised which is expected to take place in September.

Ridgeway Transport

Cllr Sumner had advised that a special 'Ridgeway Transport to School' area has been created for students from this Ward wanting to attend 6th form at Ridgeway School and use the school bus. There is still a cost as before (£495)

9. Reports from Sub Committees

Council Tax Support Grant Consultation

The Parish Council had received an email regarding the council tax support grant. Cllr Crisp had kindly looked at this as Chair of the Finance Committee. He explained that the council tax grant had been reduced over the years from £1,200 to £500. However, with the new parishes being formed in Swindon SBC are looking at the way in which this is calculated and have supplied documentation which provides 3 options. They have asked for comments on which is the preferred option. Cllr Brodin proposed that option 3 was the preferred option as it is based on the number of people living in the area, this was seconded by Cllr Greenhalgh and unanimously agreed.

Action: The Clerk is to respond to SBC as Option 3 is logical and fair. (Complete)

Bridge over to the Island

This item was discussed under item 6.4.

10. Lengthman Work

Cllr Crisp explained that there has been a lot of confusion around the Lengthman's invoices. It was felt that the Lengthman needed to provide dates for visits to each village on his invoice.. The Clerk confirmed that no invoice was presented for June which allowed for the errors in the last two invoices where only one visit had been made.

A discussion then took place over the email received from Martin Fry of SBC regarding the Horpit footpath which he had reported was overgrown and had fallen trees along it. Martin had taken some responsibility for this as he understood that even though the Parish had now taken over the maintenance of footpaths and bridleways within the Parish, he considered that some of the trees are likely to have fallen prior to that agreement being in place. He therefore agreed to contact Dennis Ford at Home Farm for access and arrange a contractor to complete the works, but this may not be until September.

Cllr Greenhalgh explained that Bishopstone was the only Parish Council that had signed the agreement to take on the works for all footpaths and bridleways and had received £4,000 from SBC as a one-off payment to cover this. Some of the work would be the landowners' responsibility in the future but Cllrs were concerned that these works would prove to be expensive. As Bishopstone is the only Parish Council to have agreed to take on these works the Chair queried whether we should have the opportunity of reversing the decision. Even though Cllrs were reasonable happy with their decision to take on the works, the Clerk was asked to contact Cllr Sumner with regard to talking to Martin Fry about the chance to revisit their decision in a year's time.

Action: The Clerk is to contact Cllr Sumner. (Complete)

11. Church Commissioners Land

The Chair reported back on a meeting with representatives of the Church Commissioners who had wanted to discuss their proposals for a possible redevelopment of some of the redundant farm buildings at Prebendal Farm. Overall it was felt that the proposals were sympathetic although there were some concerns over the access arrangements and potential for conflict with the quiet enjoyment of Prebendal Farm. It is expected that a formal planning application will come forward in due course.

Action: The Chair is to follow up on the meeting.

12. Police & Crime Commissioner's Community Action Fund

The Clerk had received an email from the Police & Crime Commissioners inviting applications for the funding of new schemes. Cllr Crisp suggested asking for funding to purchase cameras to monitor fly tipping in the Parish which Cllrs felt was an excellent idea.

Action: Cllr Crisp is to submit a request.

13. Charlbury Hill Litter Problems

Cllr Brodin reported the domestic waste deposited on Cllr Cooke's land at Charlbury Hill. The culprits had driven across his crops and cut through wire fencing. There were also a large amount of tree cuttings deposited. The Lengthman emptying the bins on a Monday is helping with the problem of litter.

Action: Cllr Cooke is to notify the Clerk if the tree cuttings are still in situ.

Discussions then took place over the closure of the Ridgeway. Cllr Greenhalgh advised that he could probably secure the support of the Friends of the Ridgeway as they are keen to close the Ridgeway to vehicles.

Action: Cllr Brodin is to follow up on the closure of the road with Martin Fry. (Complete) – awaiting a response.

14. Communication Policy

This item was discussed at item 6.6.

15. Ridgeway Strategic Links

Cllr Greenhalgh had forwarded an email from Sarah Wright, The Ridgeway National Trail Project Officer who is Working for the Ridgeway Partnership. Cllr Greenhalgh explained that the Ridgeway National Trail are proposing to erect replacement/new signage in the village and were also looking at re-routing the bridleway leading from Icknield Way opposite Prebendal Farm. The Chair proposed that the proposals be supported and this was seconded by Cllr Stevens and unanimously agreed.

Action: Cllr Greenhalgh is to circulate the original email. (Complete)

Action: The Clerk is to respond to Sarah Wright. (Complete)

16. Main Points

Resurfacing Works – New Road

Cllr McGuigan is keeping a watching brief on the condition of the road. The Clerk was asked to remove this item from the agenda.

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

Signed:

Date:

Refuse Collection – The Wyncies & Cues Lane

This item was discussed under item 6.3.

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

17. 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 invoices were proposed for payment by Cllr Cooke, seconded by Cllr Greenhalgh and agreed unanimously by those present.

18. Correspondence

The Chair asked Cllrs if they wished to view the correspondence, none did.

19. Parishioners Feedback/Complaints.

The following concerns were raised:

Eastern and Western Gateways

Cllr Stevens reported that the road markings at the eastern gateway were no longer in existence.

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

Drain at the Mission

Cllr Crisp reported that the drain was still blocked.

Action: The Clerk is to contact SBC.

[Post meeting note: The Clerk has received an email to notify her that the drain had been jetted and was working 8.8.17.]

Burglary at Hinton Parva

Cllr Brodin reported that a resident had been burgled recently: someone appeared to have followed a delivery van and stolen the deliveries. Although this, and subsequent suspicious activity, was reported to the Police, there was no feedback until the resident phoned to ask for an update. Cllr Brodin asked to be emailed about any situations where there is a perceived lack of follow-up by the police and she will liaise with PC Sophia Best.

Action: Cllr Brodin is to compile a list of problems for PC Sophia Best's information.

Parking at Nell Hill

The Clerk had received an email from a parishioner about inconsiderate car parking at the bottom of Nell Hill. Councillors explained that there had always been problems within the village with regards to parking but they felt that the Parish Council could not get involved.

Action: The Clerk is to suggest that the parishioner talks to the person concerned. (Complete)

Low Hanging Branches on tree

The Chair had received a complaint about low hanging branches on the large tree at the bottom of the Wyncies which is on the adopted verge belonging to SBC.

Action: The Clerk is to contact SBC. (Complete)

[Post meeting note: Frank Donachie from SBC is to pay a site visit imminently.]

Works on Body Horse Hill

The Chair enquired about the works going on in the field near the new stables on Body Horse Hill and queried whether these works had planning permission.

Action: The Chair is to look at the plans. (Complete) – awaiting a response

[Post meeting note: The Clerk was asked to contact SBC to ask whether the pre-commencement conditions attached to the permission have been cleared down. In particular there were supposed to have been hedge protection measures agreed and in place before any works started and we do not recall seeing any.]

The meeting closed at 9.50 pm.

20. Date of Next Meeting

The next meeting is due to take place on Monday 4th September 2017 at Hinton Parva Village Hall at 7:30 pm. - Apologies were received from the Chair. The Vice Chair is to Chair the September meeting.

Signed:

Date: