

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

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

**1. Karen Phimister – SBC - Planning Policy team**

The Chair welcomed KP to the meeting. Her role is to provide support for community groups and to provide a wider community engagement role to ensure more consistent communication with SBC. She asked Cllrs what they perceived to be their main issues with planning. The Chair asked if her role overlapped with Development Control as most of the Parish Council's main issues were with Development Control. KP confirmed that it did not but that the PC could use here as a conduit if necessary.

Cllrs listed a number of topical areas of concern included building in the open countryside and how to deal with maverick developers. Cllr Greenhalgh went on to inform KP that the PC were concerned over the potential for exceptional planning being given for development outside of the rural settlement boundary. The PC is concerned that multiple requests are being received and as soon as one is granted it would set a precedent for others to follow. The Chair then referred to the planning application at Short Drove which had been outstanding for over a year and which has not yet been determined despite it being obviously contrary to Policy. The Chair felt that SBC were showing too much weakness when determining some applications merely because of its five year land supply deficit and felt that it should stand firmer against applications which are clearly not "sustainable development".

Discussion then followed on the Eastern Villages and the lack of active strategy from SBC about the extra traffic that will re-direct through the villages from the A420 & A419. There are also concerns that the houses will be built before the necessary and promised infrastructure is in place, again due to weakness on SBC's part. Cllr Greenhalgh felt that Witchelstowe should be finished before development is started on the Eastern Villages. Representations on the Eastern Villages development have been ignored. Redlands was decided on politics and prior communications were not consistent. Consultations with SBC had taken place also to discuss rat running but again we have been largely ignored.

The Chair felt improvements in communications were needed between the PC and the Development Control team.

A short discussion took place around the removal of the payphones by BT. Karen is now the contact for the consultation for the removal of the payphones by BT from the parish. Karen will ask BT for an extension of the deadline in order that an article can be put into the Parish Times to enable Parishioners to respond to the consultation. The Clerk had contacted BT before the consultation had arrived.

Karen offered planning training for Cllrs and felt this would close the loop between Swindon and the Parishes. Three Cllrs said they would be interested.

**Action: The Clerk is to send Karen the response she had received from BT. (Complete)**  
**Action: The Clerk is to send the Parish Council's feedback on the consultation to Karen. (Complete)**

**Action: Cllr Brodin and the Clerk are to email the Village Hall Management Committees for their support. (Complete)**

**2. Approved Apologies**

Julian Cooke.

Signed: .....

Date: .....

**3. Declarations of Interest**

Cllr Stevens expressed a non-prejudicial interest in the REVISED Greenbanks planning application which was to be discussed under item 7.1.

**4. Public Question Time**

There were two members of the public in attendance.

The owner of Seymour House had attended to discuss their application for a small extension to the kitchen before submitting the application to SBC. Cllrs felt that the extension would possibly fall within permitted development and did not feel that the development would present a problem.

The owner of Mill House had attended to talk about their application to change the garage into a leisure room/gym which was on the agenda for discussion. Cllrs had no concerns in principle but explained that they would be asking that the development be ancillary to the main house and not used as a separate dwelling. The owner agreed to write to SBC to confirm their agreement to this.

**5. Minutes of Last Meeting**

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

Susan Bone of the Wiltshire Housing Association had asked the Clerk to contact Matt by phone which she had done but he had been unavailable. She had asked that he send a progress report via email.

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

[Post meeting note: The Clerk had spoken with Matt since the meeting and he explained that the hedge had been cut but he admitted it needed maintenance again. He is to talk to his colleague to ask for the works to be completed.]

Passing Places – New Road

Cllr Green had met with Lindsay Turner of SBC and the designers. Three laybys have been proposed one of which the PC considers to be unnecessarily over-sized. CBR testing needs to be undertaken before the designs can be finalised. The final costs will determine whether 2 or 3 laybys can be delivered.

The money will be available to spend by the end of March.

**Complete: Cllr Green is to send the details of preferred option plan again.**

Resurfacing works – New Road

Cllr Green confirmed that the conditions were getting worse and the road is failing. It was decided to take time lapse photographs at different times of the year. Cllr Sumner informed Cllrs that this will not be classed as priority as SBC's purse strings are tight.

**Action: Cllr McGuigan is to take some time lapse photographs at different times of the year.**

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

Dog Bins

This is a work in progress.

**Action: Cllrs Green, Stevens, Thomas and Greenhalgh plan to install the bins.**

School Traffic Control

The Clerk had not received a response from Suzanne Cole. Cllr Sumner explained that Suzanne had been out of the office.

**Action: Cllr Sumner is to chase Suzanne for a response. (Complete)**

[Post meeting note: A member of the traffic team has been to the village to look at the sign and options for its relocation. The reply stated: I'm afraid we can't see any option for a 'small' move of the school sign that would help improve its visibility. The verge in which the sign is located is narrow (see photos attached) and there is no scope to move it and maintain adequate clearance to passing vehicles to avoid potential repeat damage. I note you report that the resident has cut back the hedge, ideally the hedge should be cut back to roughly in

*line with the edge of the conifer tree above it, beyond the rear bumper of the black car in the second photo attached.*

*Please also find attached 2 drawings illustrating the alternative sign location and detail on where a traffic calming feature could be positioned on Icknield Way. I can confirm the cost estimate to relocate this sign to the opposite verge and introduce a traffic calming feature outside 'The Lynchets' has been determined at approximately £7,000. Any request to progress this work using Council funds must be supported by your local Ward Councillor and would be subject to prioritisation against other similar requests.]*

#### Land at Short Drove

Cllr Sumer had emailed Rhian Morris but she was not at work.

**Action: Cllr Sumer is to chase for a response. (Complete)**

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

#### Repair Bridge on the Island

Cllr Stephens had received another quote and is to obtain one more. He explained that Army volunteers is no longer an option. He then explained that it may be worth changing the specification by replacing the decking with recycled plastic. This would put the cost up but it would be better in the long term. Discussions took place around materials to be used. Cllr Brodin suggested the Tesco Carry Bag project for fund matching. It was agreed to put a padlock onto the gate until the work has been completed as the bridge is considered dangerous.

**Action: Cllr Stephens is to obtain new quotes.**

**Action: Cllr Greenhalgh is to follow up on the funding from the Tesco Carry Bag project.**

#### Overgrown Sign

Suzanne Coles had Streetsmart to action this.

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

**Action: Cllr Sumer is to report this through the members' hotline.**

#### That Hovel

The Chair had contacted Louise for an updated but had not received a response and neither had Cllr Sumer. It was felt this was still with Legal.

#### SHELAA

Cllr Greenhalgh updated the Chair on his action from the October meeting. A response had not been made and the Chair felt it was not necessary at this time.

#### Refuse Collection

Cllr Greenhalgh confirmed that Swindon had changed their routes and pickups for the parish to a Wednesday. He explained that refuse and green refuse had been collected, but recycling and plastic had not been collected. Cllrs will see how collections go next time.

A small vehicle was now being used in Cues Lane however the Chair noted that SBC were still using a large vehicle for The Wyncies despite being promised otherwise.

**Action: The Clerk is to contact SBC about The Wyncies vehicle.**

#### Bishopstone Fire Engine

The Clerk had not received a response to her last email.

**Action: The Clerk is to chase a response from the archivist.**

#### Co-option of Councillor

The Clerk is to put the SBC advertisement into the newsletter and a short article advertising the vacancy.

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

Signed: .....

Date: .....

## 7. Planning

- **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

Councillors had responded to this application before the meeting as the deadline could not be extended. They had responded saying : *We understand that the applicant has subsequently agreed that no wood-chipping will ever take place on site and that he is due to confirm this to you in writing. As such Councillors would like a Condition to be imposed on any planning permission that specifically prevents this activity. We would also like to request a Condition limiting any log splitting to one day a week between 10am and 5pm as per the second Humberts letter.*

*The original application states that machinery to be kept on site would consist of a single tractor and trailer. The recent revision adds a wood chipper and log splitter. Councillors are concerned that there should be some restriction on the area of land that can be used for vehicle and plant storage since without any such control this land could become a visual eyesore. In addition large amounts of heavy machinery are likely to have an impact on traffic movements in to and out of the site.*

The Granted schedule had been received that day with conditions.

**Action: The Clerk is to forward the granted schedule to Cllrs for their information. (Complete)**

- **S/16/1705/HC** - Conversion of garage into habitable space & erection of a shed – Mill House, Cues Lane, Bishopstone  
Councillors asked that a condition was added stating that the building should be used for ancillary use only and not as a separate dwelling.

**Action: The Clerk is to respond to SBC. (Complete)**

- **Late Receipt of Planning Notifications**

- **S/16/1824/IH** – Alterations to and change of use of Former Dairy Building to Workshop (Class B1) – Little Hinton Farm, Little Hinton Lane, Hinton Parva, Swindon  
Councillors had no objections to the above planning application.

**Action: The Clerk is to respond to SBC (Complete)**

- **PENDING DETERMINATION**

- **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 Eastern Villages applications. Cllr Sumner explained that the application for 2,380 homes is likely to be determined early 2017. The Redlands application will probably go to planning committee in December. SBC Highways have now quantified the number of dwellings that can access acceptably on to the Wanborough Road and this is 480. There are to be 370 at Redlands although the Lotmead appeal for 200 was still outstanding as well as a potential second phase at Redlands.

#### **OTHER ISSUES**

- The Hovel Demolition

This item had been discussed at item 6.9

**Action: Cllr Sumner will chase this next month, before the next meeting.**

#### **GRANTED**

- **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  
The PRIOR CONSENT schedule had been received that day.

**Action: The Clerk is to forward the granted schedule to Cllrs for their information. (Complete)**

- Dairy Unit - Starveall Farm, Eastbrook  
The Clerk had received a pre application email from Ian Halsall of SBC with regard to the above application. Cllrs discussed this and asked the clerk to respond as follows:

*Councillors did have a number of concerns and would like to be kept fully informed if this progresses to a full planning application. These concerns relate to issues such as suitability of the access via Neil Hill for heavy milk tankers to the unit on a daily basis; the handling of large quantities of effluent as this is a water catchment area; and how such a large building will be able to sit comfortably in its setting within the Area of Outstanding Natural Beauty.*

*Councillors will make a fuller response on receipt of the full application.*

#### **REFUSAL**

**NONE**

#### **8. Reports from Ward Councillor**

##### Septic Tank

Cllr Sumner reported that he had met with Brian Skeffington and his colleague on site. Eight residents also attended and a presentation was carried out. Cllr Sumner had received a cost breakdown for the new tank of £85,000 which SBC intended to charge back to the residents – repayable over 20 years however the original documentation stated that SBC would not be charging the residents for the installation of the tank.

SBC have gone away to rework the figures and they will then reconvene with the residents. Cllr Sumner went on to explain that the SIM had failed, one of the pumps had failed and there had been effluent leakage. Cllr Crisp advised Cllr Sumner that the pump was still not working and asked that an action plan be put into place to resolve the problem. If this is not done the problem will be reported to the environment

Signed: .....

Date: .....

agency. He also queried the maintenance of the tank and asked to see the service level agreement from Avon Environmental Services.

**Action: Gary is to ask for the timescale for an action plan to solve the problem and the service level agreement.**

Cllr Sumner went on to discuss Parishing and advised that Wanborough had secured extra funds for footpath capital expenditure (gates, stiles etc) Cllrs asked Cllr Sumner to help try and secure similar funding for Bishopstone and Hinton Parva.

**Action: Cllr Greenhalgh is to supply Cllr Sumner with the gates/stiles in the parish.**

The Parish Council can reclaim annually £800 expenses for the Lengthman for the Wyncies work.

**Action: The Clerk is to raise an invoice for SBC.**

Cllr Sumner then went on to explain that he is Chair of the Archaeological Advisory Board at Swindon Development Trust which recently had a presentation from the Swindon Museum who are trying to promote a visitor centre combined with a heritage centre located in the Eastern Villages development to display all the archaeological finds around this part of the Borough. He asked for Cllrs support for the Heritage Centre at the New Eastern Villages.

**Action: Cllr Sumner is to forward the document to the Clerk for onward distribution.**

## 9. Reports from Sub Committees

### Finance sub committee

The Chair of the Finance Committee highlighted the Lengthman spend where the spend limit is being reached, however, there will be another £800 to come from SBC. He also highlighted dog bins which is running at around £500 per year. The Clerk explained that the dog bins were being emptied weekly and the litter bin at Charlbury is also emptied.

He asked that Cllrs to consider any new project suggestions for discussion at the next meeting.

**Action: Cllr Crisp asked the Clerk to add a Finance section to the agenda for the next meeting.**

## 10. Lengthman Work

### Services from SBC

It was agreed to make the Lengthman's contract tie in with the financial tax year so as to make cost reporting simpler.

**Action: The Clerk was asked to produce another simpler spreadsheet for the next financial year to contract & ad hoc.**

The Chair reminded Cllrs of the hedge in Thatchers View which needs maintenance and would be an ad hoc task for the Lengthman but which he had agreed to share costs equally with the owners of 1 Thatchers View. This would result in a cost of £200 to the PC which was unanimously approved.

**Action: The Chair is to organise the works with the Lengthman.**

## 11. SHELAA

This item had been discussed at item 6.10.

## 12. BT Telephone Boxes

Cllrs agreed that it was essential to keep both payphones for health & safety reasons. People using the village halls, school and being close to accident blackspots help may be needed urgently and mobile coverage in the villages is not reliable. However, if BT make the decision to remove the payphones Cllrs would like to reserve the right to "Adopt" the callbox.

**Action: Cllr Brodin is to draft a letter for SBC. (Complete)**

**Action: The Clerk is to put an article in the Parish Times asking for support. (Complete)**

## 13. Main Points

### Eastern Villages Expansion

This had been discussed at item 7.10.

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

### Passing Places – New Road

This item had been discussed at item 6.2.

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

Resurfacing Works – New Road

This item had been discussed at 6.3

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

Traveller on the Ridgeway

The traveller is still in situ.

**Action: The Clerk is to resend the last email to the Chair to progress.**

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

Pond & Island Risk Assessment

This item had been discussed at 6.7.

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

School Traffic Control

This item was discussed at 5.5.

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

Refuse Collection

This item was discussed at item 6.11.

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

Bishopstone Fire Engine

This item was discussed at item 6.12.

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

**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.

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

**15. Correspondence**

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

The Clerk asked if Cllrs wished to comment on the LRALC Precept Consultation. They did not.

**16. Parishioners Feedback/Complaints.** The following concerns were raised:Hinton Springs – White Lining

The Chair reported that new white lining was required at Hinton Spring and that the entrance to Church Walk should have a single white line to mark its boundary with the Icknield Way.

Bulbs on the Island

The Clerk had received an email from a parishioner asking if she could plant some bulbs. Cllrs were happy provided the bulbs were indigenous. The Clerk should warn of the current danger to get onto the island and the installation of a padlock for safety reasons.

**Action: The Clerk is to respond to the parishioner. (Complete)**

The meeting closed at 10:00 pm.

**17. Date of Next Meeting**

The next meeting will take place on Monday 5<sup>th</sup> December 2016 at Hinton Parva Village Hall at 7:30 pm.

Signed: .....

Date: .....