

## BISHOPSTONE PARISH COUNCIL

**Minutes of the Parish Council Meeting  
held at 7:30 p.m.  
on Monday 9<sup>th</sup> May 2016  
at Bishopstone Village Hall**

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

**1. Approved Apologies**

Stuart McGuigan, Douglas Stevens.

**2. Election of Chair**

Cllr Brodin proposed that Cllr Thompson assume the position of Chair, this was seconded by Cllr Thomas and unanimously agreed by those present. The Chair was happy to accept the position, but explained that he may have to stand down at some point in the near future as he was hoping to move house. Cllrs extended their thanks to him for his work to date.

**3. Election of Vice Chair and Signing of Acceptance of Office**

The Chair then asked for a proposition for the position of Vice Chair. Cllr Greenhalgh proposed that Cllr Thomas assume the position of Vice Chair, this was seconded by Cllr Green and unanimously agreed by those present. Cllr Thomas was happy to assume the role of Vice Chair, but explained that he would not be willing to stand as Chair. The Chair thanked Cllr Thomas.

Those Councillors present signed their Acceptances of Office.

**Action: The Clerk is to add Acceptance of Office to the next agenda in order that those not in attendance could sign their forms.**

**Action: The Clerk is to send the declaration of office forms to SBC. (Complete)**

- Sub Committees

The sub committees were discussed and remain the same.

- Meeting Dates

It was agreed to continue meeting on the first Monday of every month. The meeting dates for 2016/17 are shown below:

6 June 2016 - Hinton Parva

4 July 2016 – Bishopstone

1 August 2016 Hinton Parva

5 September 2016 – Bishopstone

3 October 2016 – Hinton Parva

7 November 2016 - Bishopstone

5 December 2016 – Hinton Parva

2 January 2017 – Bishopstone

6 February 2017 – Hinton Parva

6 March 2017 – Bishopstone

3 April 2017 – Hinton Parva

8 May 2017 – Hinton Parva (Bishopstone Parish Assembly and AGM)

**Action: The Clerk is to confirm availability with both village halls.**

**4. Declarations of Interest**

Cllr Green declared a pecuniary interest in item 8.2.

**5. Public Question Time**

There were no members of the public in attendance.

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Date: .....

**6. Minutes of Last Meeting**

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

**7. Matters Arising**

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

Hedgerows at the Forty

The Clerk had received no further updates on the situation and has chased for a response.

**Action: To be carried forward as an outstanding issue.**

**Action: The Clerk is to monitor the situation.**

Passing Places+ resurfacing works – New Road

Cllr Green had provided some suitable wording for the Clerk to send to Helen Viveash. No response had been received to date.

**Action: The Clerk is to chase progress with Helen Viveash. (Complete)**

Traveller on the Ridgeway

This item was to be discussed at item 13.7.

Hinton Parva

The lane below the Mission is still being eroded by flooding resulting from a blocked drain.

The Clerk had reported the problem to SBC but no works had been carried out so far.

**Action: The Clerk is to report the problem again to SBC. (Complete)**

[Post meeting note: The Clerk had spoken with Karen Chalk at SBC who had promised to send someone out for a site visit immediately.]

Eastern Villages Expansion + Redlands response from Wanborough PC & SPD Feedback

Cllr Green had not responded as he considered this was out of the Parish Council's remit.

True Heart/Royal Oak

This item was to be discussed at item 8.10.

**Action: To be carried forward as an outstanding issue.**

Work to the Dingle

This item was to be discussed at item 13.4

Rural Broadband

This item was to be discussed as Item 13.5

Bishopstone Pond & Island

A Cllr had received a complaint about the island and the hedge on the green alongside of the pond. There is a box hedge which has tripled in size and a strip of brambles which lead to the stream, this all needs tidying up. The trees opposite the bench on Oxon Place also need maintenance.

**Action: Cllr McGuigan and Cllr Stevens are to look at any ad hoc work to commission to the Lengthman.**

Dog Mess

The 2 dog bins have been ordered by Cllr Stevens.

Flood at Mount Pleasant

It had been noted that there is a flood outside of the farm on Mount Pleasant each time it rains.

**Action: Tim Finney has agreed to talk to Henry Stoye (Eastbrook Farm).**

**8. Planning**

- **S/LBC/16/0212 HC** – Replacement of a casement window in utility room – Poveys Cottage, Tuckers Lane, Hinton Parva

There were no objections to the above planning application.

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

- **S/LBC/16/0663RM** – Erection of 1-metre-high timber fence & gate to western boundary & a 2-metre-high timber fence & gate to north eastern boundary – Hergest Ridge, Cues Lane, Bishopstone SN6 8PP

There were no objections to the above planning application.

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

- **S/16/0685RM – Erection of two storey side & rear extensions – Elm Cottage, Short Drove, Hinton Parva**

Cllrs raised concerns about the bulk and scale of the rear part of the extension and its impact on the amenity of the neighbouring property.

**Action: The Clerk is to draft a letter for Cllr Thomas' approval. (Complete)**

**Action: The Clerk is to send the approved letter to SBC. (Complete)**

#### **Late Receipt of Planning Notifications**

- **S/15/0927/HC** - Development comprising alterations to the Royal Oak and alterations to and partial demolition of The True Heart (former public house) to provide 11 rooms for guest accommodation and outdoor kitchen area – Royal Oak and The True Heart, Cues Lane, Bishopstone

Councillors had no objections to the above planning application. The Clerk was asked to reinforce the need for an acceptable traffic management plan.

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

#### **PENDING DETERMINATION**

- **S/15/0927/HC REVISED** – Erection of an extension of the Royal Oak PH to provide a restaurant area and 10 en-suite guestrooms & change of use of the True Heart PH (class4) to dwelling (Class 3) & associated works (Part demolition, extension & conversion of existing building) – Royal Oak & The True Heart, Cues Lane, Bishopstone
- **S/15/1701/RM** - Erection of 1 dwelling – Land off Short Drove, Hinton Parva
- **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/RES/15/1522** – Application for approval of reserved matters in relation to appearance, landscaping, layout & scale for phases 1-4 and 7 outline planning permission S/OUT/14/0253 – Employment development including B1b (research and development/light industrial), B1c (light industrial, B2 (general industrial) and B8 (warehouse and distribution), new landscaping and junction to A420 (means of access not reserved) – Eastern Villages South, Land At And to the South of the A420 (Great Stall Middle), Swindon, Wilts (**REVISED PLANS**)

#### **OTHER ISSUES**

- Revised Plans for True Heart

The plans had been received after the issue of the agenda and had been discussed under “Late Receipt of Planning Notifications”.

- The Hovel Demolition

Cllr Thomas had tried to contact Andy Brown(SBC) on behalf of Cllr Stevens, who is away, and he was told that Andy and the Enforcement Officer and Conservation Officer are also away and therefore there is no further update. Apparently Cllr Stevens had been informed by the Borough Council that the house was small enough to justify demolition. However, both Cllr Brodin and Cllr Thomas had calculated that it was 151 cubic metres and therefore above the acceptable threshold. A “stop notice” had been put onto the building by SBC but this had been ignored and the property had been demolished. Cllr Thomas explained that the excuse that the building was dangerous was invalid. Cllr Stevens and Cllr Thomas had been promised a call from SBC on Tuesday 10<sup>th</sup> May. It was agreed that the Parish Council should urge SBC to take action. It was agreed that they should vigorously object to the demolition and encourage SBC to enforce the law and co-operate with subsequent prosecution.

**Action: Cllr Stevens and Cllr Thomas are to progress with SBC.**

**Action: Gary Sumner is to take this forward to SBC Planning.**

#### **GRANTED**

- **S/15/1941/ HACO** – Demolition of conservatory & erection of a single storey in-fill extension & creation of a new terraced area – Sayers Bank, Cues Lane, Bishopstone
- **S/LBC/15/1940/ HACO** – Demolition of conservatory & erection of a single storey in-fill extension & creation of a new terraced are. Internal alterations including creation of new openings at ground & first floor level - Sayers Bank, Cues Lane, Bishopstone

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- **S/LBC/16/0275SASM** – Installation of an external domestic boiler – Poveys Cottage, Tuckers Lane, Hinton Parva

**REFUSAL  
NONE**

**9. Reports from Ward Councillor**

Cllr Sumner reported that David Rennard had been re-elected as Leader of SBC and the new Deputy Leader is Russell Holland.

Gary went on to say that a provisional timetable for the new bus service had been emailed to him. Before circulation he had gone back to Cllr. Dale Heenan and SBC officers as it did not include all of the areas that had signed up and shown an interest in the service. There had been a broad expression of interest from eastern parishes except for South Marston, who consider they have a suitable alternative. Watchfield, Bourton and Shrivenham were also amongst those interested, but their inclusion would make the route rather long. It may be that the final agreed route will not embrace all of the villages.

The service will be provided by a regular 16 seater minibus which SBC will provide. They have an expression of interest from an operator and are currently costing out the route. Gary has asked them to also cost out an alternative tighter route for the more local villages. Watchfield and Bourton are already served by the 66 service (Swindon-Oxford). West Berkshire have also announced that they have agreed to fund a replacement for the Go-Ride 90 service (Lambourn-Swindon). However, the caveat is that this is subject to no further funding cuts.

Gary will report back in the next couple of weeks with a proposed route for discussion. This will then be considered for financing by SBC and the intention is that Parish Councils will be invited to consider under-writing the service costs in the longer term on some formula to be agreed.

In terms of the eastern development, the current speculative planning applications for the Redlands and Lotmead sites will not be considered before the end of June. The Borough Council is waiting for the proposers/developers to answer a number of fundamental questions relating to traffic management. SBC have agreed to focus some officer time and resources to look at the potential problem of rat running and what can be done to stop it.

**Action: Gary Sumner is to feedback the date for the meeting.**

**10. Reports from Sub Committees**

There were no reports from sub committees.

**11. Ratification of Accounts**

Cllrs had received a copy of the external auditor form via email. This had been audited by the internal auditor, Paul Bailey. The Chair asked if Cllrs were happy for the accounts to be ratified. A proposal was put forward by Cllr Crisp that the accounts be ratified; this was seconded by Cllr Cooke and unanimously agreed.

**12. Devolution of Funding from SBC**

This item had been discussed in the financial statement of the Parish Assembly. Cllrs agreed to commit to the extra work to be carried out by the Lengthman. The Lengthman's contract will be brought to the next meeting and, if acceptable, will be ratified at the June meeting. Any concerns with the contract should be brought to the next meeting.

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

**13. Main Points**

GoRide

The bus service was discussed at item 9. The last day for GoRide is 23/7/16 and the new 47 service starts on 25/7/16. Cllr Greenhalgh has circulated the timetable. This service is heavily geared towards the needs of Lambourn residents.

**Action: The Clerk was asked to change this item to "Bus Services" on the June agenda.**

Eastern Villages Expansion + Redlands response from Wanborough PC & SPD Feedback  
The Eastern Villages and Redlands were discussed at item 9.

**Action: Cllr Green & Cllr Thomas are to liaise with regard to a response to the SPD consultation.**

True Heart/Royal Oak

The revised plans had been discussed at item 8.10. This will hopefully start to move forward now.

**Action: To be carried forward as an outstanding issue.**

Work to the Dingle

Work is complete. This item can be removed from the agenda.

**Action: To be carried forward as an outstanding issue.**

Rural Broadband

The Bishopstone mast is likely to be installed in May and fully commissioned by the end of June. Cllr Greenhalgh is attending a meeting on site on 11/5/16. He is trying to persuade them that it would be in their best interest to advertise the new service in the village hall and that as a quid pro quo they could provide free broadband to the village hall. Gary asked whether Bishopstone had the superfast link on the website as he understood there had been quite a good take up. Progress is being made.

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

Passing Places+ resurfacing works – New Road

Cllrs have sent some dates to the Clerk to be sent to Julian Sadler(SBC). An update on the situation was provided for Gary's information.

**Action: The Clerk is to forward the dates on to Julian Sadler. (Complete)**

**Action: The Clerk is to notify Helen Viveash about the road surface again. (Complete)**

**Action: The Clerk is to separate passing places and the Resurfacing Works on the next agenda.**

Cllr Sumner suggested contacting Fix my Street emphasising the hazard to motor cyclists and other users caused by the poor re-surfacing works carried out on New Road

**Action: Cllr Thomas is to contact Fix my Street.**

Cllr Cooke reported the potholes on the Bourton Road.

**Action: Cllr Cooke is to contact Fix my Street.**

Traveller on the Ridgeway

It was understood that the Church Commissioners had given the traveller notice to quit the site and that since he had made preparations to go. He had indicated his intention to move. The situation should be escalated to the Church Commissioners if he does not move.

Bird House on the Pond

As Cllr McGuigan was not in attendance the Clerk was asked to keep this item on the agenda.

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

Pond & Island Risk Assessment

Cllr Stevens is to review the risk assessment for the Pond & Island. It is important that Cllrs can be assured that it is still valid. A formal update is needed for insurance purposes.

**Action: The Clerk is to ask Cllr Stevens to review the old risk assessment.**

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

Wyncies Parking

A bus has been parked in the Wyncies causing major problems. The Clerk has been urging SBC to take action along with Cllr Thomas. Tim Finney (Eastbrook Farm) has provided a temporary parking spot in The True Heart. They have planned to visit Forty Farm with the driver of the bus to see if they can find a longer term parking solution. Cllr Thomas is to keep a watching brief on the situation.

There has also been a problem issue with the waste collection lorries reversing over the verges in The Wyncies. The Clerk has written to SBC Streetsmart to request that a smaller vehicle is

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provided to collect the Waste from the Wyncies. Cllr Greenhalgh said that the smaller vehicles collection days are unreliable.

**Action: The Clerk is to add Refuse Collection to the next 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 Clerk had received two extra invoices after the agenda had been issued. The first was for Lee Wells for £307.01 for Lengthman duties and the second was for Cllr Stevens as repayment for 2 dog bins ordered £207.65.

**Action: Cllr Stevens is to provide a proper receipt at the next meeting.**

The Clerk apologised for having made an error on the Wiltshire Association of Local Councils cheque, she had not included the VAT and had written the cheque for £172.26 as shown on the agenda. This had been cancelled and a new cheque for the correct amount of £248.05 had been written.

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

**15. Correspondence**

The Chair asked whether anyone wished to see any items of correspondence; no-one did.

**16. Parishioners Feedback/Complaints**

The following concerns were raised:

Fly Tipping

The Chair notified the Clerk of some fly tipping on Body Horse Hill.

**Action: The Clerk is to notify the Lengthman. (Complete)**

50mph sign on the Bourton Road

Cllr Greenhalgh reported that the 50 mph sign at Hinton Springs on the Bourton Road has been turned around to face the wrong direction.

**Action: Cllr Cooke is to turn it around.**

The meeting closed at 9:03 pm.

**17. Date of Next Meeting**

The next meeting, Parish Assembly and AGM will take place on Monday 6<sup>th</sup> June at Hinton Parva Village Hall **at 7:30 pm.**