

BISHOPSTONE PARISH COUNCIL
Minutes of the Parish Council Meeting
held at 7:30 p.m.
on Monday 6 August 2018
at Hinton Parva Village Hall

Those Present: Ian Thomas (Chair), Val Brodin (Vice Chair), Lesley Drewett (Clerk), Nigel Crisp, Gill May, Tom Green, Stuart McGuigan.

1. Public Question Time

No members of the public were in attendance.

2. Approved Apologies

Andy Greenhalgh, Douglas Stevens, Julian Cooke, Cllr Gary Sumner.

3. Lengthman – Lee Wells

The Chair explained that Cllrs had invited Lee to the meeting to review how the new arrangements to the contract were progressing as they were less prescriptive than the old arrangements. It had come to Cllrs attention the they were having to call Lee in to carry out works more frequently than they had previously and the Chair asked for the reasons behind this. He explained that at certain times of the year works may be required to be carried out more frequently to maintain standards.

Lee advised that the same amount of time was spent in the Parish as previously. He felt his team have needed a push in some areas in recent months. A Cllr asked whether Lee attended the site whilst works were being carried out and he explained he usually attends 2-3 days after to inspect the work. There were 3 issues in Hinton Parva that need to be rectified:

- The path past the sewage plant.
- The path to the Mission.
- The drains. With the flash floods the run off has been into Parva Stud's garage.

Lee is to ensure that these are addressed. He will also check details more thoroughly.

The Chair reminded Lee of the recent complaint about the Dingle and Lee promised to be more vigilant. Lee reminded those present that clearance of any mud and moss on footpaths is carried out on an adhoc basis. The Chair felt this would mainly be along the Wyncies footpath which he felt would only need attention annually. Lee advised that Footpath 14 is very bad currently. The Chair explained that SBC have agreed to put in a gully with a grate covering to help with the run off.

Action: The Chair and Cllr Crisp are to walk the routes with Lee using the current maps (awaiting contact from Lee)

The Chair and Cllrs thanked Lee for attending.

4. Declarations of Interest

There were no declarations of interest.

5. Minutes of Last Meeting

The Chair asked for a proposal that the minutes of the July meeting be accepted as a true record. The proposal was made by Cllr Crisp and unanimously agreed by all present. The minutes were then signed by the Chair.

6. Matters Arising

All actions from the previous meeting had been completed except:

Bus

As Cllr Greenhalgh was not in attendance this action was carried forward.

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Action: Cllr Greenhalgh will write to West Berks to thank them for the excellent service and enquire about the possibility of the timetable change.

Action: The Clerk was asked to remind Cllr Greenhalgh of the outstanding action. (Complete)

White Lines – Hinton Springs and Eastern Gateway

Post meeting note: The Clerk had received a response stating that this work is scheduled to be carried out at the end of June.

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

Fly Tipping Cameras on and around the Ridgeway

Cllr Stevens was not in attendance and this item was carried forward.

Action: The Clerk is to keep this item in Matters Arising.

Action: Cllr Stevens will re-send the amended policy to the Cllrs for approval at the September meeting.

Defibrillator

As the training had not yet taken place and Cllr Greenhalgh was not in attendance the Clerk was asked to send an email reminding him of the outstanding action.

Action: Cllr Greenhalgh is to finalise the date for training.

Action: The Clerk was asked to remind Cllr Greenhalgh of the outstanding action. (Complete)

30 mph sign

Cllrs were unsure whether the repair to the 30mph sign by the vehicle activated sign had been carried out. The 30mph sign by the school has been reinstated by a parishioner and needs attention.

Action: The Clerk is to chase SBC to ascertain whether both works have been carried out. (Complete)

GDPR

The Clerk has received an email from the Society of Local Councils Clerks (SLCC) acknowledging receipt of her query but is still waiting for an answer to establish who is responsible for storing old minutes. The Clerk still has to purchase a filing cabinet, she is also to check Cllr Greenhalgh's outstanding actions.

Action: The Clerk is to chase SLCC for their answer regarding archiving.

Action: The Clerk is to purchase a lockable filing cabinet.

Action: Cllr Greenhalgh is to delete any web information that is now irrelevant.

Action: Cllr Greenhalgh is to upload the privacy policy to the website.

Action: The Clerk was asked to remind Cllr Greenhalgh of the outstanding actions. (Complete)

Verge into Povey's Place

The Clerk was asked to keep this item on the agenda pending confirmation that smaller lorries are being used.

Action: The Clerk should keep this item on the agenda awaiting confirmation that smaller lorries are being used.

Verge Trimming in Church Lane

The Chair is to check whether the work has been carried out.

Action: The Chair is to check whether the work has been carried out

7.

Planning

- **S/LBC/18/1162** – Erection of a single storey rear extension – Finch Hill Cottage, The City, Bishopstone
- **S/HOU/18/1161** – Erection of a single storey rear extension – Finch Hill Cottage, The City, Bishopstone

Cllrs did not object to the application in principle but would defer to the Conservation/ Listed Building Officer on matters of detail as they did not feel they were qualified to make any decisions in that regard.

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

Late Receipt of Planning Notifications

The following late planning application had arrived after the agenda had been issued:

- **S/HOU/18/1198** – Hill Manor House, Hatchet Hill, Hinton Parva- erection of a shed
- Cllrs had no objections to the above planning application.

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

PENDING DETERMINATION

- **S/HOU/18/0862/SASM** – Partial conversion of first floor of existing barn to ancillary residential accommodation/annexe – Old Farm Barn, Church Lane, Bishopstone
- **S/17/2030/AB** – Change of use of land for use as holiday-letting to tourists – The Chalet, Church Row, Hinton Parva
- **S/18/0520/IH & S/LBC/18/0521/IH** – Demolition of existing dairy building & erection of a building to provide 4no. b&b suites with ancillary service accommodation and use of exiting yard for associated car parking – Ex-Dairy Building, Rear of West Hinton House, Hinton Parva Lane, Hinton Parva. A Cllr informed those present that the Architect has submitted a letter questioning the Conservation Officers report.
- **S/HOU/18/0249/FL - REVISED** - Erection of a two storey front extension and detached garage – Swedish House, 2 The Forty, Bishopstone
- **REVISED -S/OUT/17/1990/JB** – Outline Planning Application for up to 1,800 homes; 10 form entry secondary school & a 2 form entry primary school with sports pitches; a sports hub, green infrastructure; a local centre up to 1000 sqm (use classes A1,A2, A3, A4, A5 & D1 & associated works – Great Stall East, Eastern Villages, Swindon
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- **S/15/1701/RM** – Erection of 1 dwelling – Land off Short Drove, Hinton Parva, Swindon – **REVISED**

Cllr Sumner has asked the Clerk to remove the Lotmead applications which had been dismissed on appeal. These have been removed from the minutes.

Action: The Clerk is to remove the two Lotmead applications from the agenda. (Complete)

GRANTED

- **S/17/2012** – Erection of 1 no dwelling – Former That Hovel, Oxon Place, Bishopstone

The Chair was very concerned that the Delegated Officers Report had not been available on the website. The Clerk had requested this from the case officer but it had not yet been received.

Action: The Clerk is to write to the case officer copying in Cllr Sumner. (Complete)

REFUSALS

- **S/18/0882/CH** – Demolition of double garage and erection of 1no dwelling and associated works – One Acre, High Street, Bishopstone

OTHER ISSUES

- **S/17/1826/HC** – erection of 2 no dwellings & associated works - land at Alfresco Childcare, Newtown Lane, Bishopstone
The Court Order to quash the permission is still awaited. SBC have agreed to pay the PC's costs.

8. Report from Ward Councillor

Cllr Sumner had provided a briefing note which had been forwarded to Cllrs before the meeting.

Lotmead: A new application from Ainscough is anticipated following the recent refusal.

Traveller on the Ridgeway: Update from Kanica Perry (officer): “We have visited The Traveller, to ask if he will be moving on, due to his Section 77 expiring, however he will not be able to move until 1st August, at the very earliest. He has given a few reasons why he is unable to move on, and this would include his fractured toe. He is also experiencing mechanical issues with his vehicles. Cllr Sumner will visit him in August to monitor the situation and feedback”

A Cllr advised those present that an article in Shelter section 77 shows that the traveller would not be allowed to return within 3 months or they would be fined. However, a defence against the fine would be a

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return was necessary owing to a mechanical or health issue or an emergency. It was felt an email should be sent to Cllr Sumner.

Action: The Clerk is to draft an email for Cllrs approval. (Complete)

Junction 15: Awaiting both final designs and cost updates. The preliminary target cost is anticipated to be received in late July/early August.

Wyncies path: – officers from Highways again say they have done as much as is required however the Chair has previously had confirmation from Cllr Sumner that the broken path edges would be repaired. Wyncies – trees overgrowing parking spaces: – SBC have advised that the overhanging trees do not warrant any work being undertaken.

The City path – the Chair is to chase Cllr Sumner over the promised gulley where the path meets Nell Hill. It was felt important that this was installed before the winter as most of the soil debris etc on The City path is being caused by this surface water run-off.

Action: The Chair is to email Cllr Sumner to remind him of the actions promised by SBC. (Complete)

9. Reports from Sub Committees

There were no sub-committee reports.

10. GDPR

Cllr Brodin has taken some old paperwork for shredding and the Clerk had sorted the paperwork at her home, all of these were accepted free of charge by a reputable company. Cllr Brodin is to update the retention document as necessary. The Chair thanked Cllr Brodin for all her help.

Action: Cllr Brodin will dispose of sorted documents until further notice.

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

11. Community Safety

Cllr Brodin had attended another meeting which Borough Councillors can now attend. Police resources have been under enormous pressure recently. Bishopstone and Hinton Parva Parishes are safe areas. The drugs gangs from Bristol have been eliminated but children are starting up their own gangs and a multi service initiative has been set up to target this. The police are helping with the Community Speedwatch. There has been an increased demand for police resources in Wiltshire for no apparent reason. Swindon Town Centre is the most patrolled police centre in Wiltshire. Anti social behaviour is the most important problem they have to deal with.

12. The Ridgeway Access for Vehicles

There are no further updates.

Action: The Clerk is to leave this item on the agenda whilst awaiting the results from Oxfordshire.

13. The City and Wyncies Footpath

This item was discussed in Item 8.

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

14. Lengthman Works

This item had been discussed at item 3.

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

15. Traveller

This item had been discussed at item 8.

16. Parish Newsletter

Discussions had taken place at the last meeting and a letter had been sent to the editor and a response since received. Cllrs decided that a further response from the Parish Council was not necessary.

Action: Cllr Brodin will draft an article for the Parish Times. (Complete)

17. Accounts to be Paid

The amounts 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 Lengthman had sent his monthly invoice of £413.50 after the agenda had been issued and the Clerk asked that this be ratified. Cllr May proposed that the accounts were paid, this was seconded by Cllr Brodin and agreed unanimously by those present.

18. Correspondence

The Chair asked Cllrs if they wished to view any correspondence; none did.

19. Parishioners Feedback/Complaints.Pond & Island

The Clerk had received an email regarding vegetation around the pond and the Chair and Cllr Stevens had carried out a site visit to view this and other areas of potential work being suggested by parishioners. It was decided that some of the work was not to be carried as it was important to retain wildlife margins/corridors around the pond and stream. Some works were considered necessary but should be undertaken as ad hoc work by the Lengthman. There is also an issue about the Box Hedge at the end of Oxon Place which the Lengthman keeps trimmed. There are some large piles of earth resting against the trunk and a parishioner has raised this as a concern. The Clerk has written to the Tree Officer at SBC and is awaiting a response.

All Cllrs were reminded that no permission can be given for parishioners to carry out works on behalf of the PC without going through the proper procedures in terms of health and safety, insurance etc. On balance it was felt that it would be much easier and safer for the Lengthman to undertake any necessary works.

The Chair and Cllr Stevens had also visited the island and it was noticed that the school allotments have been completely neglected and are very untidy. The Chair outlined an idea for some sort of village initiative to tidy up the island and to make more use of this valuable village asset. The Clerk was asked to contact the Tree Officer at SBC to take a look at the trees along the edge of the island overlooking the pond for his opinion regarding the removal of some of them. It was felt that unless some of these can be removed to open up the views across the pond there would be much less incentive to make better use of the island.

The Chair and Cllr Stevens will set out their suggestions for a new village initiative at the October meeting.

Action: The Clerk is to circulate the Risk Management and Pond & Island Management Plan before the October meeting.

Action: Cllr Brodin is to pull together a file from the documentation she is currently holding.

The Hebe bushes at the back of the village hall are very overgrown and encroaching on to the footpath.

Action: The Clerk is to write to the Village Hall Management Committee to ask them to cut back the excess vegetation. (Complete)

Hinton Parva Village Hall Lease

The lease has been finalised for a further 25 years.

New Road

The state of New Road is appalling, it is subsiding on the left and right hand sides. Cars have grounded and it is extremely dangerous. All the markings put onto the roads ready for repairs have washed away and the works have never been carried out.

Action: The Clerk is to contact SBC to notify them of the dangerous conditions. (Complete)

20. Date of Next Meeting

The next meeting is due to take place on Monday 3 September 2018 at Bishopstone Village Hall at 7:30 pm. The meeting closed at 9:20 pm. Apologies for the September meeting were given by Cllr Thomas and Cllr Green.

Signed:

Date: