**BISHOPSTONE PARISH COUNCIL 575**

**Minutes of the Parish Council**  **held online at 7:30 p.m.**

**on Monday 1st June 2020**

**Those Present:** Jaine Blackman (Clerk), Val Brodin (Chair), Ian Thomas (Vice Chair), Nigel Crisp, Tom Green, Douglas Stevens, Gill May, Cllr Gary Sumner

1. **Public Question Time**

No questions had been submitted to the Clerk and no members of the public were in attendance.

The Chair opened the meeting.

1. **Approved Apologies** - Andy Greenhalgh, Julian Cooke
2. **Declarations of Interest** Cllr Steven with regard to agenda item 10
3. **Minutes of Last Meeting** (11th May)

The Chair asked for a proposal that the April meeting be accepted as a true record. The proposal was made by Cllr Thomas and unanimously agreed. The minutes were then signed by the Chair.

1. **Matters Arising**

**The City, Bishopstone**: Cllr Thomas reported a constructive on-site meeting with Tim Price (Service Manager for Highway Asset Management,SBC) and borough councillor Gary Sumner. There was positive indication that SBC would help with the substantial costs to install sleeper steps, a new French drain and low sleeper wall with the Parish Council taking on maintenance and helping with initial work. Cllr Stevens questioned whether further work in the area could be done after concerns from residents.

**Action**: **Cllr Thomas to meet with lengthman to get a quote for initial work and maintenance and look at the further area to see if anything needs to be done.**

**Fly tipping:** Cllr Stevens reported that a regular litter-picking volunteer was monitoring the situation.

1. **Planning**

**S/OUT/20/0533/JABU** Outline application for the erection of up to 299no. dwellings, commercial facilities up to 300 sq.m. (Use Classes A1/ A2/A3/A4/A5/ B1 & D1) with associated parking, landscaping, drainage and heritage trail - Access not reserved. Land At Foxbridge Village North, Wanborough Road, Swindon.

**Late Receipt of Planning Notifications**

**PENDING DETERMINATION**

**S/HOU/20/0499** Erection of two storey front extension and replacement porch at Swedish House, Bishopstone. **Action: Clerk to write to SBC stating agreement with conservation observations.**

**S/20/0415** - Erection of 1no. dwelling. Former That Hovel, Oxon Place Bishopstone Swindon.

**S/OUT/17/1990** Outline planning application (with means of access to the A420 not reserved) for up to 1,550 homes; education provision including a 10 form entry secondary school and a 3 form entry primary school with attendant sports pitches; a sports hub and open space; a park and ride; a local centre up to 1,000sqm including classes A1, A2, A3, A4, A5 and D1 uses; public open space/green infrastructure; new informal and formal recreation spaces, the formation of a new permanent access from the A420 and a temporary construction access from the A420. Great Stall East - Land South Of The A420, South Marston Swindon.

**S/OUT/20/0160** - Outline application for up to 370no dwellings and a mixed use local centre of up to 1,500sqm floor space (use classes A1/A2/A3/A4/A5 and D1- Access not reserved – Land at Foxbridge Village, New Eastern Villages, Wanborough Road, Wanborough. **Action: Cllr Green to draft a letter reiterating concerns over lack of primary school provision**

**S/OUT/19/0582** Outline planning application for 2,500 homes at Lotmead site. **Action: Cllr Green to draft a letter reiterating concerns over access to Wanborough Road.**

**S/OUT/18/1943** Hybrid planning application for science park and associated works at Inlands Farm, Wanborough. **Action: Clerk to write to SBC backing Wanborough Parish Council’s objections.**

**GRANTED - S/20/0339/CHHO -** Variation of condition 6 from previous permission S/HOU/18/0249 concerning an additional window at ground floor level. Swedish House, 2 The Forty, Bishopstone.

**S/LDP/20/0401/EMMI -** Certificate of Lawful Development (Proposed) for the conversion of garage into habitable space and relocation of entrance. Hillcrest, Hinton Parva Lane, Hinton Parva.

**REFUSAL - NONE**

**APPEAL - NONE**

1. **Report from Ward Cllr Gary Sumner**

Cllr Sumner had connection problems but sent emails stating: Lotmead and Symmetry Park at Committee on 9th June. Broadband - had meeting on 18th May - will know more this month.

Science Park comments by 27/6 - object if you don’t want traffic your way plus AONB should be protected.

1. **Key Responsibility Area Updates**

**Finance** – Cllr Crisp suggested the Lengthman to present a yearly invoice to be paid monthly in instalments by standing order to avoid issues of unpaid invoices, which was agreed by councillors.

**Action: The Clerk to contact Joy Wells and arrange.**

**Footpaths and Highways** - The Chair told the meeting Wanborough PC had been in touch to say a resident has reported a fall on footpath 9 leading down to footpath 8 in Hinton Parva. Cllr Thomas explained major works were the responsibility of SBC and it was not thought the Parish Council needed to take any action. **Pond & Island** – Cllrs Thomas and Stevens reported that drugs paraphernalia had been found and residents were concerned there had been a small rave on the Island. Locking the gate at night was mooted.

**Actions: Cllr Stevens to monitor the situation in case it wasn’t a one-off.**

**Clerk to include a piece in the Parish Times encouraging people to call 101 to report anti-social behaviour.**

**Hinton Parva Village Hall** - No report to make.

**Bishopstone Village Hall** - No report to make.

**Hinton Parva Charities** - No report to make.

**Bishopstone United Charities** - No report to make.

**Trees** - No report to make.

**Russley Park Liaison** - No report to make.

**Planning** - No report to make.

**Website/IT** – Cllr Crisp said he would look at changing the PC’s provider when the contract expires later this year due to problems with emails.

**Responsible Financial Officer** – the Clerk requested funding to take the Society of Local Council Clerk’s Introduction to Local Council Administration (ILCA, level 2) online course at a cost of £99 plus VAT. Cllr Thomas proposed it should be agreed, seconded by Cllr Stevens and passed unanimously.

###### **(a)Dates for future meetings**

**2020-2021**11 May (online), 1 June (online), 6 July (Bishopstone), 3 August (Hinton Parva), 7 September (Bishopstone), 5 October (Hinton Parva), 2 November (Bishopstone), 7 December (Hinton Parva), 4 January (Bishopstone), 1 February (Hinton Parva), 1 March (Bishopstone), 12 April (Hinton Parva). Cllr Stevens proposed the dates should be agreed, seconded by Cllr Thomas and passed unanimously. Meetings will continue to take place online if necessary.

###### **Co-opting new councillor** Applications were discussed in camera and it was agreed that Helen L’Abbate be co-opted to join the council.

 **Actions: Chair to contact applicants to let them know the decision, to thank them for their interest and encourage them to stand for election in 2021.**

**Clerk to check when the appointment begins and inform SBC.**

###### **PCC funding request** The Chair proposed that standing orders should be suspended to allow Cllr Stevens to take part in discussions and the motion was carried unanimously. Concerns were raised about whether the Parish Council was getting the right value for money, if there was enough transparency from the PCC and if the PCC was being dynamic enough raising funds from other means. It was raised that contributors to the Parish Giving Scheme might think their funds were going to maintain loved ones’ graves when, as Cllr Stevens explained, they went to a general fund for the running of the churches, paying for insurance, maintenance of buildings and the Parish Share. **Action: to be kept on the agenda for further discussion.**

###### **Local Plan** Nothing to report.

###### **GDPR** A reminder from the Chair to be careful with confidentiality.

###### **Community Safety** The Forum is on hold but it was agreed that residents should be reminded they could still call 101 to report anti-social behaviour. **Action: Chair to post reminder on social media.**

###### **Accounts to be paid:**  see Appendix 1

Payment to WALC wasproposed by Cllr Stevens, seconded by Cllr Crisp and passed.

Payment to Community First Insurance was proposed by Cllr Crisp, seconded by Cllr Thomas and passed.

Payment of Clerk’s expenses was proposed by Cllr Crisp, seconded by Cllr Thomas and passed.

Payment to PCC was proposed by Cllr Thomas, seconded by Cllr Green and passed.
**Action:** **Wiltshire Association of Local Councils subscription to be reviewed next year. Clerk to report.**

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###### **Correspondence** The Chair asked Councillors whether they wished to view any correspondence; none did.

###### **Parishioners Feedback/Complaints** None.

###### **Date and Venue of Next Meeting**

The next meeting date is 6th July 2020 to take place in Hinton Parva Village Hall or online.

**Action: Cllr Green to set up remote meeting**.

The meeting closed at 9.08pm.

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| **Accounts to be paid****SUPPLIER**Jaine Blackman Clerk’s salary – no need for ratification agreed by CouncilAllbuild Lengthman’s invoice - no need for ratification agreed by CouncilWiltshire Association of Local Councils subscriptionCommunity First insurance policyJaine BlackmanOffice suppliesStampsPrinter inkPCC grant | APPENDIX 1 | **Amount**£360.54£425.50 (£354.58 plus £70.92 VAT @ 20%)£279.53 (WALC £193.20NALC £39.74VAT £46.59)3 year Long Term Agreement £158.25 (premium £141 IPT £16.96)£16.92£31.92 (£26.60 VAT £5.32)£925 |

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