**BISHOPSTONE PARISH COUNCIL 609**

**Minutes of the Parish Council held at Hinton Parva Village Hall at 7.30pm**

**on Monday 3rd April 2023**

**Those present:** Val Brodin, Nigel Crisp, Doug Stevens, Gill May, Tom Green, Gary Sumner (borough councillor), Jaine Blackman (clerk).

1. **Public Question Time** No members of the public were present.
2. **Approved Apologies** Ian Thomas, Lucille McGrath.
3. **Declarations of Interest** Cllr Stevens regarding S/HOU/21/0652
4. **Minutes of Last Meeting 6th March 2023** Proposed by Cllr May, seconded by Cllr Crisp and agreed.
5. **Matters Arising ACTION:** Cllrs to send Cllr Sumner pictures of flooding at Hinton Springs and lack of white lines . Cllr McGrath asked for a budget to buy a plaque for the commemorative oak tree; a figure of £100 was agreed: details to be circulated to councillors if the amount is higher.
6. **Planning**

**S/HOU/22/0892** Erection of two-storey side and front extension at: 2 Grove Cottages,

 Hinton Parva Lane Hinton Parva**.** Revised documents. **ACTION:** Clerk to write to SBC with no

 objection.

 **LATE RECEIPT OF PLANNING NOTIFICATIONS**

 **PENDING DETERMINATION**

 **S/23/0190** Change of use from agricultural to residential land and erection of 1 no.

 dwelling (class C3) with detached garage at land adjacent to Westhill House, Hinton

 Parva.

 **S/AMEND/22/1808/RACH** Non-material amendment to previous permission S/20/0415 –

 Changes to face masonry brick type.

 **S/HOU/22/0892** Erection of a two storey rear extension at 2 Grove Cottages, Hinton

Parva Lane Hinton Parva.

 **Redlands Eastern Villages** applications numbers S/RES/21/0584/EDSN;

 S/RES/21/0607/EDSN; S/RES/21/0498/EDSN; S/RES/21/0867/EDSN

 Redlands Phase 2 S/OUT/22/1415, S/RES/23/0026/EDSN

**Foxbridge Village**, New Eastern Villages Wanborough Road. S/OUT/20/0160.

 **GRANTED**

**S/LDE/23/0127** Certificate of Lawfulness (existing) for the demolition and conversion of existing barns and erection of 2no. new buildings to create 5no. dwellings, with associated garages, landscaping, ancillary development and repairs to Grade II Listed wall without compliance with conditions 3, 15, 19, 20, 21, 22 and 23 from previous permission S/18/1709 at Prebendal Farm, Icknield Way, Bishopstone.

**ACTION:** Clerk to write to Church Commissioners’ agents Strutt and Parker expressing concern about the state of Prebendal Farm House, a building of note in the Conservation area, and requesting information on plans to make it habitable again.

 **APPEAL**

 **S/21/1291** Erection of 2no. dwellings and associated works at land adjacent to Manor Down Farm,

 Whatleys Orchard, Bishopstone.

**S/HOU/22/0554** Erection of a first floor side extension at Waylands, Cues Lane, Bishopstone.

**OTHER PLANNING MATTERS**

Chair asked Cllr Sumner to ask planning to keep the parish council informed of what was happening with application S/HOU/21/0652 which councillors understand has been reported to enforcement. **ACTION:** Chair to send details to Cllr Sumner. **ACTION:** Clerk to write to the applicant about concerns that their building work might not be in accordance with agreed plans and asking them to confirm that it has been carried out to agreed plans.

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**7 Report from Ward Cllr Gary Sumner**

Cllr Sumner said he had raised issues of concern with the head of highways. The 20mph scheme was progressing and he suggested the speed going past the school should be the priority. **ACTION:** Cllr Green to send Cllr Sumner details of a dangerous pothole between Tuckers Land and Hatchett Hill.

Chair told Cllr Sumner that a resident had raised the idea that Oxon Place had been misnamed on SBC signs and should actually be Oxen Place. **ACTION:** Residents to be consulted before Cllr Sumner takes things further.

1. **Coopting a new councillor** Resident Steve Bell applied to fill the vacancy left by the resignation of Cllr Clark. His appointment was proposed by Cllr May, seconded by Cllr Stevens and agreed. **ACTION:** Declaration of acceptance of office and disclosure of pecuniary interests to be signed. Clerk to send to SBC.
2. **Charlbury Hill Bin** Chair reported SBC had given the parish a bin to replace the one burned out on Charlbury Hill. **ACTION:** Cllr Crisp to help Mr Brodin install the bin.
3. **Key Area updates**

**Finance** Cllr Crisp reported that internal financial controls had been put in place. The RFO would supply Cllrs Crisp and McGrath with the updated financial spreadsheet and bank statements on a quarterly basis.

**Footpaths and Highways**

**ACTION:** Clerk to ask SBC to clear debris at The Dingle.

**ACTION:** Clerk to write to Eastbrook farm asking workers are careful with rubbish on the Ridgeway.

**ACTION:** Clerk to forward email to Cllr Stevens regarding a film company’s request to film snails in Bishopstone, and respond giving them permission.

**ACTION:** Cllr Stevens and Cllr Thomas to report on state of the revetting at The Dingle at next meeting.

**Pond & Island** Nothing to report.

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**Hinton Parva Village Hall** Nothing to report.

**Bishopstone Village Hall** It was reported the film nights had not been well attended and parishioners are encouraged to “use it or lose it”.

**Hinton Parva Charities** Nothing to report.

**Bishopstone United Charities** Nothing to report.

**Trees** Nothing to report.

**Russley Park Liaison** Nothing to report.

**Planning** Nothing to report.

**Website/IT** **ACTION:** Cllr Bell to set-up councillor email address.

**Policies** Nothing to report.

**School liaison** Pupils to be invited to the plaque unveiling at The Kings Oak. **ACTION:** Cllrs Green and McGrath to liaise.

**Responsible Financial Officer** The RFO reported she had attended a WALC financial training session in preparation for the 2022/23 Annual Governance and Accountability Return (AGAR). The submission deadline for the 2022/23 reporting season is 30th June 2023 and the public rights of 30 consecutive working days must include the first ten working days of July. She had delivered paperwork to the internal auditor. She is planning to claim back £1,666.04 VAT. **ACTION:** Cllr Crisp to provide RFO with figures for The Wyncies invoice and to include a penalty for late payment.

1. **GDPR** Chair reminded councillors to be very careful with people’s personal data.
2. **Community Safety** Nothing to report.
3. **Accounts to be paid:** see Appendix 1. **ACTION:** Clerk to pay grants to village halls and PCC. The PCC grant will be amended to match SBC’s grant for the closed graveyard, if it is higher than £1,250. Cllr Stevens proposed the village hall grants were increased to £300, seconded by Cllr Crisp and agreed.
4. **Parishioners Feedback/Complaints ACTION:** Cllr Crisp to take down illegal sign.
5. The next meeting date is 15th May, 2023 at Hinton Parva Village Hall at 7.30pm, preceded by the Parish Assembly at 7pm. Any changes will be posted on noticeboards, website and Facebook.

The meeting closed at 9.30pm.

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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 Council1&1 Internet host services - no need for ratification agreed by CouncilHinton Parva Village Hall GrantBishopstone Village Hall GrantPCC Grant | APPENDIX 1 | **Amount**£429.80£425.50 (£354.58 plus £70.92 VAT @ 20%)£4.80£275 (increased to £300)£275 (increased to £300)£1,250 (increased to £1,275 to match SBC grant) |