**BISHOPSTONE PARISH COUNCIL 610**

**Minutes of the Parish Council meeting held at Bishopstone Village Hall**

**on Monday 5th June 2023 at 7.30pm**

**Those present:** Val Brodin, Nigel Crisp, Julian Cooke, Tom Green, Lucille McGrath, Steve Bell, Jaine Blackman (clerk), Gary Sumner (borough councillor).

**Public Question Time** No members of the public were present.

1. **Approved Apologies** Ian Thomas, Doug Stevens, Gill May.
2. **Declarations of Interest** Cllr Green regarding S/LBC/23/0392.
3. **Minutes of Last Meeting 15th May 2023** Proposed by Cllr McGrath, seconded by Cllr Cooke and agreed.
4. **Matters Arising**

**ACTION:** Cllrs to send Cllr Sumner pictures of flooding at Hinton Springs and lack of white lines.

**ACTION:** Cllr Sumner was asked again to push for enforcement regarding Hinton Springs and Charlbury Cottage.

**ACTION:** Clerk to write to Kate Bishop at SBC (cc’ing CEO Susie Kemp and council leader Jim Robbins) voicing concern that nothing had been done regarding the illegal dwelling at Hinton Springs and planning issues at Charlbury Cottage and urging another planning enforcement officer be employed as a matter of urgency.

**ACTION:** Cllr Thomas to give an update on Oxon/Oxen Place at next meeting.

**ACTION:** Cllr Crisp to aid installation of Charlbury Hill bin.

Cllr Green reported on SBC’s suggestions on the proposed 20mph zone for Bishopstone. He said it seemed sensible to include High Street, Cues Lane and Mount Pleasant to cut down on signage. The idea of extending the distance of the 20mph zone to West End Lane and the other end of the village was discussed.

**ACTION:** Cllr Green to draft a letter for clerk to send to Cllr Sumner to relay the PC’s comments to SBC’s designers, including the fact that the PC is prepared to fund a SID.

1. **Planning**

**S/HOU/23/0498** Erection of a two storey rear extension, erection of a bay window, replacement windows, removal of chimney stack, heat pump installation and associated landscape works at: Hill Manor House, Hatchet Hill, Hinton Parva. **ACTION:** Clerk to ask Cllr Thomas for comments and if there are no issues to write to SBC with no objection.

**Comments by 15/6**

**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, HintonParva. **S/AMEND/22/1808/RACH** Non-material amendment to previous permission S/20/0415 – Changes to face masonry brick type.

**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; **Lotmead** S/23/0438;

**Foxbridge** S/OUT/20/0160; **New Eastern Villages** S/OUT/23/0456

**S/LBC/23/0392** Erection of a detached outbuilding/ home office. At: Hergest Ridge, Cues Lane, Bishopstone.

**S/AMEND/23/0421/JP** Netherwater, City Corner, Hinton Parva, Non-Material Amendment to previously approved Planning Permission S/22/0401 - relating to the orientation of the roof gables.

**GRANTED**

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

Hinton Parva Lane Hinton Parva**.** Revised documents.

**APPEAL**

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

**OTHER PLANNING MATTERS**

Cllr Crisp commented on a copper beech being felled and pointed out the PC is not consulted on tree works.

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

Rural verge cutting: Cllr Sumner explained verges are being “rewilded” and will only be cut back one metre when there are visIbility issues. He made note of problem areas in the parish to pass on to SBC.

1. **AGAR**

RFO presented the AGAR forms which were approved by councillors, proposed by Cllr Crisp, seconded by Cllr Green, and signed by the Chair and RFO. Sincere thanks were given to parishioner Paul Bailey who performed the internal audit.

**ACTION:** Clerk to submit Certificate of Exemption to external auditor and commence the public rights period which will run from June 6th to July 17th.

**ACTION:** Cllr Crisp to put paperwork on website.

**ACTION:** Cllr Crisp to obtain honorarium for Mr Bailey.

1. **Key Area updates**

**Finance** Nothing to report.

**Footpaths and Highways** **ACTION:** Clerk to let the lengthman know that grass has become overgrown in Hinton Parva, especially on the steps on the path from the churchyard to Icknield Way.

**ACTION:** Cllr Cooke was thanked for volunteering to cut back vegetation obscuring the 20mph sign near Church Walk.

**Pond & Island** Nothing to report.

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

**Bishopstone Village Hall** Cllr Bell to assume responsibility.

**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:** Clerk to change the Facebook address in the Parish Times.

**Policies** Nothing to report.

**School Liaison** **ACTION:** Cllr McGrath to chase up information from the school regarding use of photographs and a copy of the poem from the tree-naming ceremony, for use in the Parish Times.

**Responsible Financial Officer** RFO reported £1,666.04 VAT had been reclaimed from HMRC.

1. **GDPR** Chair reminded councillors not to share anyone’s personal data (identifying information) without the individual’s express consent.
2. **Community Safety ACTION:** Chair liaising with assigned PCSO to find out why there was no action taken when a resident reported youths on motorcycles speeding through Hinton Parva with no helmets. **POST-MEETING UPDATE:** Police log shows the report was passed on but units were unable to attend due to being heavily committed.
3. **Accounts to be paid:** see Appendix 1. It was agreed to continue membership of WALC/NALC.
4. **Parishioners Feedback/Complaints** The Chair had been asked by a resident if he would be consulted over the planned 20mph zone and had been assured there will be a full consultation with the community when specific plans are available.
5. The next meeting date is 3rd July, 2023 at Hinton Parva Village Hall at 7.30pm. Any changes will be posted on noticeboards, website and Facebook.

The meeting closed at 9.05pm.

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| **Accounts to be paid**  **SUPPLIER**  Jaine Blackman Clerk’s salary - no need for ratification agreed by Council  Clerk’s back pay - no need for ratification agreed by Council  Allbuild Lengthman’s invoice - no need for ratification agreed by Council  Lengthman’s back pay - no need for ratification agreed by Council  1&1 Internet host services - no need for ratification agreed by Council  Cllr Brodin for Coronation ceremony expenses - no need for ratification agreed by Council  PCC grant from SBC for closed church yard - no need for ratification agreed by Council  WALC/NALC subscription fees  Community First insurance - no need for ratification agreed by Council | APPENDIX 1 | **Amount**  £429.80  £15.40  £457.90 (£381.58 plus £76.32 VAT @ 20%)  £51.84 plus £12.96 VAT @ 20%  £4.80  (£4 plus 80p VAT @ 20%)  £26.66  £1,275  WALC £185.15  NALC  £40.79  Plus £45.19 VAT  Total £271.13  £130.27 |