

**BISHOPSTONE PARISH COUNCIL**  
**MEETING OF THE PARISH COUNCIL**  
**Held in the Fishing Lodge, Bridge Road, Bishopstone**  
**Thursday 1<sup>st</sup> September 2011 at 8.00 pm.**

**MINUTES**

**Present** : Parish Councillors : J H S Thompson (JHST), Chairman  
N T Barter (NTB)  
E R Draper (ERD)  
L Williams (LHW)  
G Brutton (GRB)  
J Lovering (JL)

Parish Clerk: M R Ash (MRA)

**Also present:** Mr Mark Holden  
Mrs Pat Abbott

**1. Apologies for absence**

Apologies for absence had been received from Councillor Ali Thorne.

**2. Declarations of interest**

There were no additional declarations of interest in items on the agenda.

**3. Election of Vice Chairman.**

The Chairman asked for nominations for the post of Vice Chairman of the Parish Council. Councillor Lizzie Williams was nominated by NTB and seconded by JHST. There being no other nominations, Cllr Williams was elected.

**4. Approve Minutes of the Meeting on 7<sup>th</sup> July 2011.**

NTB proposed that the minutes of the meeting held on 7<sup>th</sup> July 2011 be approved. This was seconded by GRB. The minutes were agreed and signed by the Chairman.

**5. Matters Arising from the Minutes, including Action Plan.**

Completed Action Points are as noted in the list attached to these minutes. It was agreed to consider the Action Point on footpaths under Item 8 of the agenda, and on the recreation ground toilets under Item 12. Other items arising from the Action Plan are included under Item 10.

Arrangements had been made for a visit by the Waste Compactor truck on 15 October between 8.00 and 11.00 in the car park of The White Hart. A notice will be included on the village website and in October's STAB.

## **6. Public Question Time.**

Mrs Abbott raised the issue of the need to keep the hedges of domestic properties in the village properly trimmed. In some places these extended significantly over pathways and into roads causing a hazard, particularly for cyclists. It was agreed to put a note on this into a future edition of STAB.

## **7. Update from Councillor Mrs Jose Green**

Cllr Mrs Green had been unable to attend the meeting.

## **8. Footpath clearance**

Cllr Williams introduced Mr Mark Holden from Wiltshire Council. He explained that he ran the Council's Leisure Credit Scheme (LCS). This was a system where young people could get involved in a piece of work within the community to gain credits which could then be traded in against leisure activities (eg go-karting). Participants were either self nominated or proposed by the Council's Youth Service. Funding was via the Area Boards. However, where work was undertaken for Parish Councils they might decide to make a financial contribution. Mr Holden also said that the older members of their group were given accredited training (eg in the use of strimmers) that might prove useful in looking for work. He hoped to develop the scheme further to possibly introduce mentoring arrangements for young people and he would be in touch again with Parish Councils about this.

Cllr Williams reported that discussions had taken place with farmers about three blocked footpaths in the village. Arrangements had now been made for a group from the LCS to visit Bishopstone on 13<sup>th</sup> September [*note: now to be Sunday 18<sup>th</sup> September*] to clear two of the footpaths that had been identified as requiring action. It was agreed that Cllrs Williams and Brutton would meet the group on site to thank them for their efforts. It was further agreed to consider whether to make a financial contribution at the next meeting of the Council on 3rd November.

## **9. Chairman's Announcements.**

(a) JHST reported that he had attended two meetings of WilCAP (Wilton Community Area Partnership). Both meetings were of limited interest to Bishopstone and achieved very little. This seemed to be an organization without a role and both the other area partnerships in the SWWAB area seemed to be in abeyance. Most of the issues it discussed seemed to be ones for Wilton Town Council. WilCAP received funding from SWWAB and it seemed to him that this money could be put to better use. After a short discussion it was agreed that the Chairman should write to Cllr Jose Green suggesting that the need for the CAPs should be reviewed by Wiltshire Council.

(b) JHST said that he had also attended the August meeting of the SWWAB. Most of the items on the agenda had been about the Older People's Accommodation Strategy for Wiltshire, where there was an anticipated 30% rise in the need for specialist and nursing accommodation. There was also an item on Help to Live at Home and the Good Neighbour Scheme, with 22 area co-ordinators taking action to promote support for the elderly. Unfortunately this scheme does not extend to Bishopstone.

There had been much discussion about the changes to Domestic Waste Disposal arrangements and about the leaflets produced to explain this. The leaflets seemed to be another example of unnecessary extravagance and JHST said he would also make mention of this in his letter to Cllr Green.

The meeting had also taken a report on a meeting of the Community Area Transport Group (a note on which had already been circulated to Councillors by the Clerk). It was agreed to consider submitting a bid for a new finger post direction indicator in the village if a location could be identified. MRA reported that he had seen the Parish Steward installing the new street name board for The Croft and had spoken to him about the need for better liaison about these installations. Concern was expressed about both the design and the height of the new sign. It was agreed that the Clerk should contact the Highways Department about the need for closer consultation and to find out what had happened to the old The Croft sign.

## **10. Parish Clerk's Report.**

(i) MRA reported that Annual Return of Accounts had been approved by the external auditors without comment. A copy of the approved return had been displayed on the Council Notice boards.

(ii) MRA said that he had submitted three contributions for the September edition of STAB. Unfortunately only one had been included, so a note about the Wiltshire Core Strategy planning issue would now be included in October's edition.

(iii) MRA had circulated a note to Councillors on the proposed Village Survey and about the Parish Council stall at the Village Fete. A copy of the note is attached to these minutes. He asked whether:

- (i) Councillors are content with the draft Parish Council section of the proposed Village Survey;
- (ii) Councillors are prepared to assist at the fete and in the distribution and collection of the survey form;
- (iii) to agree to meet 50% of the cost of printing the survey forms (shared with the Village Hall Management Committee).

NTB said that he had already let the Clerk have some comments on the survey form and, subject to those, he was content with what was proposed. After a short discussion GRB proposed that the Council agree the proposals put forward. This was seconded by LHW and approved.

(iv) MRA presented three invoices for payment: Atkinsons (internal auditors) £72.00, Mazars (external auditors) £84.00 and reimbursement to him of £142.00 for the replacement goal nets. Payment of these invoices was proposed by NTB and seconded by ERD. Payment was approved. ERD said that, in future, the goal nets should be retained in secure storage and only installed when required for a properly organized game.

## **11. Donations to village organizations**

At the previous meeting of the Council it had been agreed to consider various donations to village organizations at this meeting. However, in earlier discussion it had been proposed to consider making a donation to the Leisure Credit Scheme in respect of the work to be undertaken to clear footpaths. It was agreed to defer the consideration of all donations until the meeting on 3<sup>rd</sup> November. The Clerk was requested to circulate a short paper on what was proposed in advance of the meeting.

## **12. Village projects**

MRA reported that, because of the harvest, it had not been possible for Cllr Thorne to take forward action on the provision of a new bench alongside the Children's Play Area. MRA would discuss the construction of the bench base and the ordering of the bench with AJT as soon as he was available. The cost of the bench had already been approved by Wiltshire Council for R2 expenditure.

At the previous meeting the Clerk had informed the Council that a total of £4,366 was available to be spent from Wiltshire Council's R2 money. He had established with Wiltshire Council that it was possible to use R2 money for the provision of benches alongside main footpaths for walkers to rest. However, it was agreed that the priority was probably to do something about the derelict toilets on the recreation ground. GRB and MRA would meet with AJT as soon as he was available to discuss what might be done.

Reference was also made to the previously discussed provision of an extra parish notice board for erection outside the Fishing Lodge. MRA would investigate costs, which would need to be met out of a non-R2 budget, and the need for any statutory approvals.

## **13. Planning Matters.**

Consideration was given to the planning application for a replacement dwelling on the site of Briar Cottage, Crouchston. It was agreed that the proposals were in keeping with the village and that a "no comments" response should be sent to Wiltshire Council.

## **14. Questions or statements from Councillors.**

ERD expressed concern about the continuing problem of dog mess on the village footpaths. It was agreed to put a notice about this on both the website and in STAB.

It was agreed that MRA should contact the Parish Steward about maintenance of the area around the bench by the river at the western end of Mill Lane.

## **15. Date, location and time of next meeting**

There being no further business the meeting was closed at 10.00pm. The next meeting will be on Thursday 3<sup>rd</sup> November 2011 at 7.30pm, possibly in the refurbished Village Hall. The venue would be confirmed in due course.

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Signed as an accurate record:

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Chairman

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Date

**BISHOPSTONE PARISH COUNCIL  
PARISH COUNCIL MEETING  
Thursday 1<sup>st</sup> September 2011 at 8.00 pm.**

**ACTION PLAN**

<b>WHAT ACTION</b>	<b>BY WHOM</b>	<b>COMPLETED</b> ✓
Identify possible members of the Recreation Ground Sub-committee, arrange for mowing of the children's play area and for storage of mower and strimmer.	AJT	✓
Files relating to areas of responsibility to be transferred to Councillors and Chairman and Clerk to provide briefing.	MRA/JHST	
Find replacement parts for post cappings on train in children's play area.	MRA/AJT	
Seek detailed proposals for the new road crossing by the White Hart.	MRA	✓
Footpath blockages and relevant landowners to be identified and Chairman to write to landowners reminding them of their responsibility to maintain rights of way.	LHW/JHST	✓
Trevor Long to be re-imbursed for expenditure on goal nets and R2 claim to be submitted.	MRA	✓
Options for refurbishment of recreation ground toilet block to be identified for consideration at September meeting.	AJT/GRB	
Contribution of £50 to be made to development of village web site.	MRA	✓
Chairman to write to Ian Smith and Toby Mills thanking them for efforts on the web site.	JHST	
Arrangements to be made for visit of the waste compactor truck in October.	MRA	✓
Draft letter to Wiltshire Council to be prepared commenting on Core Strategy, cleared with Councillors and submitted by 8 August.	MRA	✓
Proposals to be circulated for a village questionnaire on future development and whether to proceed with a Parish Plan.	MRA	✓
Residents of Butt Lane to be approached regarding safety of on-road parking.	JHST	
Insert notes in STAB and the village website about hedge cutting and dog mess.	MRA	
Chairman to write to Cllr Jose Green about the future of WilCap and expenditure on leaflets on waste collection	JHST	

Discuss with Highways Dept/Parish Steward re need for consultation on replacement street name boards and on maintenance of land in Mill Lane.	MRA	
Clerk to circulate paper on donations to village organizations for consideration at the meeting on 3 <sup>rd</sup> November,	MRA	
Discussion to take place on Play Area bench and recreation ground toilets.	AJT/GRB/MRA	
Response to be sent to Wiltshire Council on planning application S/2011/1188.	MRA	
A notice to be included on the village website and in October's STAB about visit by the Waste Compactor truck on 15 October.	MRA	

## VILLAGE SURVEY

At the meeting of the Council on 7<sup>th</sup> July it was agreed that it was desirable to seek the views of the village on various planning matters (response to the Wiltshire Core Strategy, whether to re-commence work on a Parish Plan etc). It was suggested that this could be conducted alongside a survey that will need to be undertaken of the whole village by the Village Hall Management Committee as a condition of funding by the Big Lottery Fund. It was agreed that the Clerk would circulate proposals for consideration at the meeting on 1<sup>st</sup> September.

A draft of the Parish Council part of the questionnaire which has now been prepared for this purpose is attached. A number of the questions have been designed to mirror those asked in previous surveys so that some degree of comparison over time should be possible. I have included a number of questions that might help inform the consideration by the Council of future issues. It would be helpful if you could come to the meeting on 1<sup>st</sup> September with any ideas for improving this part of the form.

The funding by the Lottery of the village hall refurbishment was contingent on securing wider use of the hall by the whole community. So the questions in the VHMC section of the form will focus on what sort of events, activities, courses etc people would like to attend in the new, re-furbished, hall. This part of the form is still under discussion but will, hopefully, be finalized after the meeting of the VHMC on 5<sup>th</sup> September.

The VHMC have set up a network of 13 "Area Champions" to improve communication with different parts of the village and it is envisaged that these people will help with the distribution of the survey forms during September. It would be helpful if some Parish Councillors could also assist with this.

Before that the Parish Council and the VHMC will have stalls at the Bish Bash Village Fete on 10<sup>th</sup> September. The Parish Council stall will highlight the work of the Council. However, it might also be possible to start the ball rolling by taking the opportunity to talk to people, in a very informal way, about some of the issues which will be raised in the questionnaire. It would be helpful to know which Councillors expect to be present at the fete.

There will be a cost in printing the 250+ questionnaires that will be needed. It is proposed that this be shared 50/50 with the VHMC.

### **Issues for discussion and decision:**

- (i) whether Councillors are content with the draft Parish Council section of the proposed Village Survey;**
- (ii) whether Councillors are prepared to assist at the fete and in the distribution and collection of the survey form;**
- (iii) to agree to meet 50% of the cost of printing the survey forms.**