

BISHOPSTONE PARISH COUNCIL
MEETING OF THE PARISH COUNCIL
Held in the Fishing Lodge, Bridge Road, Bishopstone
Thursday 7 July 2011 at 8.00 pm.

MINUTES

<u>Present</u> :	Parish Councillors :	J H S Thompson (JHST), Chairman N Barter (NTB) L Williams (LHW) G Brutton (GRB) J Lovering (JL) A Thorne (AJT)
	Parish Clerk:	M R Ash (MRA)
<u>Also present:</u>	Cllr Jose Green PC P Jung Mrs M Barter Miss Trish Steel	Wiltshire Council Wiltshire Constabulary

1. Apologies for absence

Apologies for absence had been received from Councillor Ted Draper and Mr and Mrs R Abbott.

2. Introduction of new Councillors

The Chairman warmly welcomed the four newly elected Parish Councillors to their first meeting. He said that it was excellent that there had been sufficient interest in becoming a councillor that an election had been required. He thanked all those who had put their names forward, the large number of villagers (33%) who had turned out to vote and the officers of Wiltshire Council who had efficiently organized the election and presided over the voting. Each of the new Councillors then signed a Declaration of Acceptance of Office and the Register of Members' Interests.

3. Declarations of interest

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

4. Election of Vice Chairman.

JHST proposed that the selection of a Vice Chairman should be postponed until the September meeting of the Council so that new councillors had time to consider possible candidates. This was agreed.

5. Appoint Members of Recreation Ground Committee

JHST said that this Sub-committee normally had three members but that not all of

these needed to be Councillors. AJT volunteered to chair the Sub-committee and to consider who might be co-opted to help him. This appointment was proposed by NTB and seconded by LHW. It was agreed that a first task was to ensure that the children's play area was mown and otherwise maintained. AJT said he would contact Trevor Long to arrange for the Council's mower and strimmer to be re-housed.

6. Appoint Parish Council Representative to VHMC

The re-appointment of NTB was proposed by AJT, seconded by GRB, and agreed.

7. Delegation of Responsibilities to Councillors.

JHST explained that in order to reduce the burden on the Chairman and Clerk the practice had been for Councillors to take responsibility for particular areas of the Council's activities. When issues concerning those areas arose the Clerk would refer the matter to the responsible Councillor for consideration and/or action. After a short discussion, NTB proposed and JHST seconded a proposal that LHW should lead on rights of way, roads and contact with the Parish Steward, JL on environment and flooding issues, and GRB on neighbourhood police liaison. This was agreed. JHST would continue to oversee any planning matters. Arrangements would be made to transfer relevant files to responsible councillors and to brief them on any current issues in their area of responsibility.

8. Approve Minutes of the Meeting of 12th May 2011.

NTB proposed that the minutes of the meeting held on 12th May 2011 be approved. This was seconded by JHST. The minutes were agreed and signed by the Chairman.

9. Matters Arising from the Minutes, including Action Plan.

It was noted that all the items in the Action Plan attached to the minutes of the meeting on 12th March had been completed, with the exception of part of the repair to the children's play equipment (replacement of the plastic caps to the uprights on the train). AJT said he would pursue that matter, together with the Clerk.

10. Public Question Time.

No matters were raised, though Trish Steel asked to be allowed to join in any discussion later on the agenda re footpaths. That was agreed.

11. Neighbourhood Police Report.

PC Pete Jung said that he had just circulated the latest edition of the Neighbourhood News and MRA reported that this was already on the village web site. Incidence of crime in Bishopstone remained very low. Nevertheless, he was keen to get as many people as possible on to his e-mail list and would like to see a "letter drop" on this to all houses in Bishopstone. It was suggested that a flyer could be circulated with STAB and included on the new village web site. He would consider producing something for the next STAB by 20th August.

12. Chairman's Announcements.

(a) JHST reported the response from Wiltshire Council to the Parish Council's request to withdraw the application to make the Picnic Field a village green. He read out the letter from Wiltshire Council announcing that they would take no further action. JHST said that the matter was now closed and the terms of the agreement with the landowner for the use of the field by villagers had been included in STAB and was available on the website.

(b) A successful meeting had been held with Wiltshire Council highway engineers and the Parish Steward on 2nd June. A survey was to be carried out of the drain in Croucheston that appeared to be blocked and which was thought to be the cause of recent flooding. It was not known when this would happen as it required specialist equipment and it depended on availability. There had also been discussion of grass cutting in The Styles, the replacement of street name boards, parking in the bus stops and the construction of the crossing at the White Hart. The crossing is due to be constructed in the Autumn. MRA was requested to find out if there were any drawings available showing its precise location.

(c) JHST and MRA had attended a meeting of South West Wiltshire Area Board on 22nd June. The campaign to get Wiltshire Council to change its proposed policy on licensing of street events (which would have applied to events such as the village fete) had been successful and events held for charitable and community purposes would now be exempt. Sufficient volunteer workers had come forward to maintain library opening hours. Money was still available under the Community Area Grants scheme and whilst a grant had already been received by the Village Hall, consideration should be given to any other village projects that might be eligible for grant. It was suggested that rebuilding of the toilets on the recreation field might be one such project (see discussion below under item 13).

(d) JHST reported that he had received information from Trish Steel regarding footpaths, bridleways and byways in the parish that were either blocked by fences or by crop planting. Trish Steel pointed out the main problem locations. It was agreed that the Chairman should write to the landowners concerned reminding them of their responsibility to keep these rights of way open. LHW would liaise with Trish Steel and AJT to identify the landowners concerned and provide information to the Clerk so that letters could be drafted.

13. Parish Clerk's Report.

(i) MRA circulated copies of the final accounts for 2010/11 (attachment 1 to minutes) and reported that these had been cleared by the Council's Internal Auditors, Atkinsons, and that the full Annual Return of Accounts, approved by the Chairman and Clerk in accordance with the resolution agreed at the last meeting of the Council, had been sent to Mazars, the external auditors, on 23 June in order to meet the statutory deadline. The return included explanation on points raised by the auditors last year. The return was available for inspection by Councillors and by members of the public (a statutory notice to that effect had been displayed on the Council notice boards). MRA pointed out that there had been a significant underspend last year, compared with the budget. This had been chiefly due to expected liabilities not in fact arising and the fact that no salary payment had been

made to the then Clerk because he was also a Councillor. That underspend had been carried forward to the current year.

(ii) MRA then circulated tables setting out income and expenditure so far in 2011/12 and, for the information of new Councillors, a copy of the budget adopted by the Council in January 2011 (attachment 2 to minutes). He pointed out the provision that had been made for donations to various village organizations, but suggested that decisions on making those donations be left until the September meeting. This was agreed. He also pointed out that if spending was in line with the budget there would be a much smaller sum to carry over at the end of the year, which might have implications for the level of donations to village organizations in 2012/13. However, it was already clear that there would be some underspends (eg on Clerk's salary because that would not be paid in the current year because MRA had been a Councillor up until May 2011).

(iii) MRA reported the position on R2 money. This was money collected by Wiltshire Council from developers who had built new homes in the parish and was forwarded to the Parish for the provision of community sport and recreation facilities. One claim had already been agreed by Wiltshire Council to pay for the new goal nets on the recreation ground and for a bench next to the children's play area. The goal nets had been purchased last year at a cost of £170.99 (though unfortunately one had now disappeared). The purchase had been made by the then Clerk, Trevor Long, but he had not claimed re-imbusement. It was proposed by NTB that reimbursement should now be made. This was seconded by AJT and agreed. The payment to T Long would be covered by the claim of R2 money from Wiltshire Council. That claim will now be submitted. AJT said that he would now pursue the matter of obtaining quotes for the provision of the concrete base and seat.

(iv) MRA further reported that a total of £4,366 remained to be claimed under the R2 provisions. He suggested that the meeting in September might focus on identifying future projects that could be funded from this source, perhaps in conjunction with a CAG bid (see item 12 above). There was a short discussion of what could be done to re-instate the toilet block on the recreation ground and whether, in the longer term, some sort of pavilion might again be provided. It was acknowledged that the location was not ideal from a security point of view, with a continuing danger of vandalism. However, it was agreed that the toilet block could not be left as it is. The Recreation Ground Committee, assisted by GRB, would consider options. This might include provision of vandal proof doors and fittings with the toilets locked except for occasions when the field was in supervised use.

(v) MRA said that the new village website (www.bishopstone-salisbury.co.uk) was now in operation and was attracting more than 50 users a day, with peaks well above 100 users a day. It was a significant improvement on the previous site and was very easy to use. All matters relating to the operation of the Parish Council would be carried on the site. The budget for 2011/12 included an item of £100 to cover the domain fees of the old website. The new website has no domain fee in its current form. However, an upgraded version of the site could be obtained for an annual fee of £50, still resulting in a £50 saving to the budget. AJT proposed and NRB seconded a proposal that a payment of £50 should be made to obtain the

upgrade. This was agreed. JHST said he would write to Ian Smith, who had instigated and run the old website, and to Toby Mills, who had created the new site, thanking them for all their efforts.

(vi) MRA asked that approval be given to signing up the Parish Council for on-line internet banking. This was proposed by NTB, seconded by JHST and approved.

(vii) Arrangements were being made for a visit by the waste compactor lorry in the Autumn. With there being no current access to the Village Hall car park, arrangements had been made to use the car park of the White Hart. NTB suggested that a date be found in October.

14. Update from Wiltshire Councillor Mrs Jose Green.

Cllr Green reported that Wiltshire Council was now considering what to do in the light of the campaign against the parking charges in Salisbury. She was backing the reinstatement of the 1 hour charge.

She referred to the latest SWWAB Newsletter and to the meeting of the Community Area Transport Group on 19 July. This group had funds for transport related projects and Bishopstone might want to put forward bids and attend the meeting. [Note: subsequently agreed that MRA would attend the meeting on 19 July]

Moves were afoot to delegate more planning decisions to officers, but she was resisting this because of the democratic deficit. It was important for local Councillors to take decisions on matters that were important to village communities.

15. Planning Matters.

MRA referred to the short note he had circulated to Councillors before the meeting on the current consultation on the Wiltshire Core Strategy (attachment 3 to these minutes). The implication of the policies now being proposed was that no new developments would be allowed in Bishopstone. A number of Councillors expressed the view that whilst there was no enthusiasm for large scale developments in the village, it would be wrong to simply put up the shutters and allow no small developments, such as the replacement of existing dwellings or the redevelopment of redundant industrial sites. This was a recipe for stagnation, with no new people coming into the village to sustain village life. NTB proposed and GRB seconded a motion that the Clerk should write on behalf of the Parish Council in response to the consultation. MRA said he would circulate a draft letter for comment.

MRA said that Wiltshire Council was also saying that it would be possible for villages that wanted some development to bring proposals forward in new "Neighbourhood Plans", as proposed in the Localism Bill currently before Parliament. However, in his view, Wiltshire Council was taking an unrealistic view of what might be possible given the resource constraints. It was unlikely that Bishopstone would be able to prepare a Neighbourhood Plan, but more thought might be given to continuing the idea of producing a, less formal, Parish Plan. Whilst this would have less weight than a Neighbourhood Plan it would help the village identify what was, and was not, acceptable if Wiltshire were to modify their core strategy policy. A first step might be to seek the views of villagers in a questionnaire in the Autumn. This could be

conducted alongside one that will need to be conducted by the VHMC 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 1st September.

There were no planning decisions to report. The Parish Council had not objected to the principal of a proposed new agricultural dwelling on Netton Farm but had objected to the proposed siting. A decision was awaited.

16. Questions or statements from Councillors.

NTB raised the problem of cars parked in Butt Lane opposite the White Hart. Traffic coming round the corner into Butt Lane sometimes had to take avoiding action. There were also problems of access to the pub car park by larger vehicles such as coaches. Alternative parking was available. It was agreed that the Chairman and Clerk might discuss this issue with the person concerned.

17. 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 1st September at 8.00pm in the Fishing Lodge in Bridge Road.

Signed as an accurate record:

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Chairman

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Date

**BISHOPSTONE PARISH COUNCIL
PARISH COUNCIL MEETING
Thursday 7th July 2011 at 8.00 pm.**

ACTION PLAN

WHAT ACTION	BY WHOM	COMPLETED ✓
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	