

BISHOPSTONE PARISH COUNCIL
MEETING OF THE PARISH COUNCIL
Held in the Village Hall, Bishopstone
Thursday 1st March 2012 at 8.45 pm.

MINUTES

Present : Parish Councillors : J H S Thompson (JHST), Chairman
 N T Barter (NTB)
 A Thorne (AJT)
 J Lovering (JL)
 G Brutton (GRB)

Parish Clerk: M R Ash (MRA)

Also present: Mrs J Bailey

1. Apologies for absence

Apologies for absence had been received from Councillor Williams and Councillor Draper.

2. Declarations of interest

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

3. Approve Minutes of the Meeting on 5th January 2012.

AJT proposed that the minutes of the meeting held on 5th January 2012 be approved. This was seconded by JL. The minutes were agreed and signed by the Chairman.

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

Completed Action Points are as noted in the list attached to these minutes. Other matters are on-going. MRA had contacted Mr M Lyons for advice on the rebuilding of the toilet block in the recreation field. A meeting had yet to be held. AJT reported that Wiltshire Council had delivered the additional grit bag. MRA reported that he had conducted a questionnaire survey of the residents of Flamstone St regarding whether measures should be taken to try to reduce the speed of through traffic. A majority had been in favour of something being done. MRA would contact officers at Wiltshire Council to discuss.

5. Public Question Time.

The Chairman brought forward consideration of Planning Application S/2012/234/S73 so that representations could be heard from Mrs Bailey. The planning approval for the house known as Drove Farm had included a condition that the first floor windows on the northern elevation should use obscured glass and fitted with a ventilation stay restricting the opening of the window. An application had now been made to use obscured film on clear glass because of the difficulty of

sourcing obscured glass for the frames used. Mrs Bailey said that she was concerned that if film was used this might be removed at some time in the future with consequent loss of privacy in her property. Whilst it was proposed that a revised condition should contain the words “and shall be permanently maintained as such at all time thereafter”, ensuring that this is the case would require continuous monitoring and enforcement by Wiltshire Council. It was also of concern that the ventilation stays, restricting opening of the windows, do not appear to have been fitted. Following consideration it was agreed that the original condition should stand, and either an alternative source of obscured glass should be obtained to fit the existing frames, or alternative frames and glass should be fitted, together with ventilation stays. The Parish Council would therefore submit an objection to Wiltshire Council. MRA was asked to circulate a draft objection for agreement by Councillors.

6. Chairman’s Announcements

(a) JHST reported on the meeting of the South West Area Board on 29th February. The report is at Attachment 1.

(b) A request had been made for the Parish Council to arrange for the Highways Dept to re-mark the road markings at the junction of The Drove. This would be taken up with the relevant officers.

(c) Concern had been raised at the use of telegraph and electricity poles in the village for the display of posters and flyers for village events. These were frequently left in place long after the event, and became tatty and unsightly. It was agreed that something would be included in STAB on this, asking those responsible to keep such advertising to the minimum necessary and to remove posters as soon as the event was held.

(d) Vere Hayes had reported that he had contacted the Highways Department in order to get the roadside ditch on the west side of Church Lane cleared. It was proposed to spread removed material on the verge on the east side of the road, in front of the church. Following discussion it was agreed that the Parish Council should ask for alternative disposal arrangements to be made.

7. Parish Clerk’s Report

MRA reported that Wiltshire Council had decided to end the service whereby a skip or refuse lorry visited the village once a year to take away bulky refuse. Wiltshire Council were also changing how they used the contributions made by developers towards the amenity etc costs associated with their developments. A note on this would be prepared for the next meeting of the Parish Council.

Mr Reg Barrett had offered himself to be re-appointed as the Parish Council’s nominee to the Trustees of the Rev Augustus Montgomery Coal Charity. JL proposed that he be re-appointed, seconded by GRB. This was agreed.

8. Wiltshire Core Strategy and Village Survey Planning Issues (paper BPC/03/12)

MRA said that he had circulated a paper (BPC/03/12 – copy at Attachment 2) reporting on the revised Wiltshire Core Strategy. The changes proposed by Wiltshire Council met the concerns expressed by the PC last Summer about the previous version. NRB proposed that the PC responds to the consultation supporting the changes to policy that have now been made but registering concern about some of the detailed wording relating to “local housing need”. This was

seconded by GRB. It was also agreed to consider the case for a local Neighbourhood or Parish Plan at the meeting in May.

9. Village Survey – Issues for the Parish Council (paper BPC/02/12)

MRA said that he had circulated a paper (BPC/02/12 – copy at Attachment 3) summarising issues arising from the Village Survey that needed to be addressed by the Parish Council. It was agreed to defer consideration until the meeting in May, with the exception of Issues 1 and 2. Following discussion JL proposed and GRB seconded the proposal that meetings of the Parish Council be moved from the first Thursday to the second Thursday in the month. This was agreed. AJT proposed and JL seconded a motion not to rotate the day of the week on which meetings were held. This was agreed.

10. Queen’s Diamond Jubilee

The proposal for the village “Party in the Park” had been discussed during the earlier Parish Meeting. The cost of the event was estimated at £1500. £250 of this would come from the Bishopstone Fete Committee. JL proposed and GRB seconded a proposal that the Parish Council donate £500 towards the cost of the event and that the Parish Council back the bid for the remainder of the funding (£750) from the South West Area Board. Both proposals were agreed. The bid to the SWWAB would be submitted by Monday 5th March, for consideration at a meeting on 22nd March.

11. Planning Applications.

Considered under Agenda Item 5 above.

12. Questions or statements from Councillors.

There were none.

Date, location and time of next meeting

There being no further business the meeting was closed at 10.15pm. The next meeting will be on Thursday 10th May 2012 at 8.00pm in the Village Hall.

Signed as an accurate record:

.....
Chairman

.....
Date

**BISHOPSTONE PARISH COUNCIL
PARISH COUNCIL MEETING
Thursday 1st March 2012**

ACTION PLAN

WHAT ACTION	BY WHOM	COMPLETED ✓
Find replacement parts for post cappings on train in children's play area.	MRA/AJT	
Options for refurbishment of recreation ground toilet block to be identified for consideration.	MRA	
Discuss with Highways Dept/Parish Steward re need for consultation on replacement street name boards and on maintenance of land in Mill Lane.	MRA	
Investigate reasons for removal of Village Fete road signs.	MRA	
Wiltshire Council to be chased re provision of a grit bag.	MRA	✓
Wiltshire Council to be contacted about the broken drain in Pitts Lane.	MRA	✓
Possible measures to reduce speeding in Flamstone Street to be investigated and discussed with residents.	MRA	✓
Flamstone St speeding to be discussed with officers of Wiltshire Council.	MRA	
Draft objection to Planning Application S/2012/234/S73 to be circulated to Councillors for agreement.	MRA	✓ (completed subsequent to meeting)
Insert note in STAB re posters on telegraph poles.	MRA	

Attachment 1

NOTES OF SWWAB MEETING 29 FEB 2012

JHST attended with Cllr Williams

1. **Young People's Items:** Youth Project Funding Feedback from Young People

Cllr W attended this. Enthusiasm from youth of Tisbury, Wilton and Mere for Skate Parks, Art, Clubs etc. Money is available for grants to help the schemes, on a simple form. No impact on Bishopstone, but maybe food for thought.

2. **SWWAB: Chairman:** Extra Meeting to consider grants for both QDJ and Youth projects on 22 Mar 12. However, late bids will always be considered, and another meeting arranged on 11 Apr to follow up.

Core Strategy Meeting: To be on 15 March, in M Herbert Hall, Wilton.

Jubilee and Olympic Event Funding: £41K available to SWWAB, and special form for submissions. 5 applications approved for sums of £904 to £2K: Donhead St Andrew, Tisbury, Berwick St John, Kilmington, Wilton. Maximum for small villages is £1K. The Board showed much enthusiasm to approve these applications, and the draft from PC seems to be sound. The Board almost expects financial support from the PC for any application for grants!

SWWAB approved £1400 for hire of medieval tent to join others in Cathedral Close on Tue 1 May, for visit by The Queen and the Duke of Edinburgh! Ideas are sought from parishes for a display in the tent. The theme for SWWAB is the Cranborne Chase AONB, which includes Bishopstone. Could we be included?

Tisbury Campus: Business case now being made, and consultants engaged. Wilton Youth Group is now up and running.

Community Asset Transfer. Allotments in Hindon passed to PC.

CATG: Cllr Deane updated, and £11K approved for crossing at Ludwell. Any more projects will be heard with sympathy. Funds remain available to spend.

Community Area Grants: 8 applications for VH improvements all approved, at total cost of £18.5K.

1 Mar 2012

James Thompson (Chairman)

WILTSHIRE CORE STRATEGY AND OTHER PLANNING MATTERS

Wiltshire Core Strategy

Councillors may recall that Bishopstone Parish Council (PC) responded in August 2011 to a consultation by Wiltshire Council on its draft Core Strategy. The Core Strategy is the key part of the Council's plan for the future development of the county and sets out the policies that it will apply in deciding, for example, where to grant planning permission for new housing, employment etc developments.

The draft policy was to concentrate development in identified settlements and to severely restrict it in the smaller villages like Bishopstone. In its response the PC said that the proposed policy would:

“...amount to a blanket ban on all development in the smaller villages in Wiltshire, this will lead to stagnation and the stifling of organic change, will remove any prospect that those villages might be made more sustainable and will unnecessarily limit a potential contribution to meeting the needs of rural areas.....the policy therefore needs to be changed to allow more flexibility for very limited, small scale, infill developments in the smaller villages.”

On 20th February Wiltshire Council published a revised Core Strategy for further consultation. Any comments have to be submitted by 2nd April.

In the revised strategy the policy has been considerably changed to, in effect, do what the PC asked. In our area Wilton is classified as a “Local Service Centre” where development will be concentrated. Broad Chalke and Coombe Bissett are classified as “Large Villages” (development will take the form of small sites within settlement boundaries). Bishopstone is now classified as a “Small Village”.

The policy now says:

“At the Small Villages development will be limited to infill within the existing built area. Proposals for development will be supported where they seek to meet local housing needs and/or employment, services and facilities provided that the development accords with all policies of the development plan and;

- respects the existing character and form of the settlement;
- the proposal does not elongate the village or impose development in sensitive landscape areas; and
- does not consolidate an existing sporadic loose knit areas of development related to the settlement.

Development proposals which do not accord to the delivery strategy are deemed unsustainable and as such will only be permitted in exceptional circumstances...”.

The document also says: “At all non-strategic settlements important open space and visual gaps should be retained and inappropriate backland or tandem development will not be supported.”

Subject to the views of Councillors, it is suggested that these policies are, in general, acceptable in that they provide the flexibility for some infill development in the village whilst providing sufficient safeguards to ensure that the character of the village is preserved.

The one reservation might be the reference to “supported where they seek to meet local housing need...”. If this means only providing for people who already live in the village it may be too restrictive. The PCs position, as discussed previously, is that some continuing development is necessary to maintain the vitality of the village. That could include the introduction of new people to the village. If Councillors agree, this point could be made in any response to the consultation.

Recommendation: that the PC responds to the consultation in general supporting the changes to policy that have now been made but registering the point about “local need”.

Village Survey - Planning

The response to the section of the Village Survey which dealt with planning matters showed considerable support for more information about planning applications to be published in STAB and on the village website. This is now being done.

There was also strong support for allowing some further development in the village, with, overall, 65% in favour. A majority said they were more in favour of development if it resulted in other improvements in amenities in the village.

89% of respondents thought that there would be benefits in the preparation of a Parish Plan. The revised draft of the Wiltshire Core Strategy (referred to above) says that Wiltshire Council “will work closely with local communities to develop community lead planning documents, including Neighbourhood Plans...”. It is unlikely that a fully- fledged, statutory, Neighbourhood Plan (introduced in the Localism Act 2011) will ever be justified or affordable in Bishopstone. However, some form of Parish Plan, Village Design Statement or similar might well be worth preparing as a basis for influencing detailed decisions on where in the village any infill developments might be appropriate.

At present it is unclear what alternative forms of local plans Wiltshire Council will be inclined to support. It is suggested that the Clerk might make further inquiries on this matter and that the subject of a future Parish Plan, and how it might be prepared, be considered in detail at the Council’s meeting in May 2012.

Recommendation: that a report on options for preparing a village plan be considered at the meeting of the Council in May 2012.

Mike Ash
February 2012

Attachment 3**BPC/02/12****BISHOPSTONE VILLAGE SURVEY 2011 – PARISH COUNCIL ISSUES**

More than 67% of the village responded to the Village Survey (VS) held in October/November 2011. Part of the survey concerned matters which are the responsibility of the Parish Council (PC). It will be important for the Parish Council to show that it has responded to the issues raised. Issues to do with planning are considered in a paper for a separate agenda item. Attached to this paper is a copy of the slides used in the presentation on the survey given at the village meeting on 19th January.

Parish Council/Community Engagement

Some 35% of respondents to the VS said that they attended PC meetings “often” or “sometimes”. This would appear to be a reflection of the more well attended meetings when major issues (such as the Picnic Field) were under discussion than any held recently. Public attendance in the last year has rarely gone above 3 or 4 people.

The main reasons given for non attendance were “lack of information about what was being discussed” or “lack of time”. The information deficit is already being addressed through fuller reports of meetings in STAB and on the village website. Whenever possible STAB will also include an indication of what is to be discussed at the next meeting. However, STAB is published in the first week of the month. The PC meetings currently take place on the first Thursday of the month. There is no requirement for this to be done. If PC meetings were moved to the second Thursday in each month there is a good chance that STAB will have been distributed shortly before offering a much better opportunity to remind parishioners of the meeting and to trail the issues for discussion.

If this is agreed the next meeting of the Council will take place on Thursday 10th May 2012.

Issue 1: should meetings of the Parish Council be moved to the second Thursday of each month?

In discussion of the VS at the meeting on 19th January it was also suggested that the day of the week for PC meetings should be rotated, so that those with regular engagements on a Thursday evening had an opportunity to attend. Meetings would then, say, be on a Tuesday one month, Wednesday the next month etc. The danger here is of confusion and even fewer people attending if there is uncertainty as to which day the meeting is. It is also likely that whichever day is chosen it will coincide with some other event or meeting.

Issue 2: should the day of the week for holding meetings be rotated?

The need for better communication with Councillors was mentioned in a number of comments in the VS. Currently phone numbers are given in STAB and on the website. Consideration could be given to including e-mail addresses, photographs, short biographical pieces in STAB etc.

Issue 3: do Councillors wish more contact information to be made publicly available?

Whilst more than 70% of respondents to the survey felt they had sufficient opportunity to make their views known to Wiltshire Council and the Parish Council, some 59% liked the idea of occasional “open forum” meetings to discuss village issues. It was pointed out at the VS meeting that there is already an annual Parish Meeting and every PC meeting has a “Public Question Time” item where anybody can speak and any matter can be raised. It is also unlikely that large numbers would attend unless a matter of wide concern was under consideration. In the short term there may be a need to call a public meeting to discuss any action on a “parish plan” (see other agenda item), thereafter it might be better to wait for suitable issues to arise.

Issue 4: should there be regular “open forum” meetings arranged or should they be held on an ad-hoc basis as issues arise?

Transport

More than 50 villagers use the bus at least once a week and many of the comments in the VS related to the need to improve the service, particularly to have later running.

Issue 5: should the results of the survey be sent to the bus company with a request that they review some aspects of their service?

The number of car journey’s per day (265) is similar to the figure in 1999. The volume illustrates the reliance the village has to place on use of the car for basic tasks such as shopping and getting to work or school.

56 people contributed comments in transport matters. However, these mostly concerned some well established issues: the need to extend and enforce speed limits through the village, the problem of what to do about speeding in the roads off the High Road, the need to improve the bus service (see above), the need to improve/replace street name boards, pothole repairs and the need to ensure that drains and ditches are properly open or cleared.

All of these issues are already being pursued by the PC and some progress is being made. The village will be able to have more frequent use of a Speed Indicator Device being provided by the South West Wiltshire Area Board. Better communications have been established with Wiltshire Highways, the Parish Steward and those responsible for road repair and drainage issues and a number of problems are currently being addressed.

Possible priorities for further effort are:

- getting the 30mph speed limit area extended to the west beyond the Flamstone Street junction;
- pursuing the issue of how to limit speed in the side roads outside the speed limit zones;
- whether to introduce Community Speed Watch (this could be the subject of an article in STAB).

Issue 6: what should be the PC's priorities for action on transport issues?

Recreation

There was support for outdoor sports/activities in both the adult and youth sections of the survey. This is good news as the PC is keen to see more effective use made of the Recreation Field. Most of the ideas (see VS Presentation) mentioned are possible. Most of the interest in organised team games came from young responders. However, much will depend on someone being prepared to come forward and organise things, though some of this potential can be tapped into by existing organisations such as the Cricket Club. Arrangements are already in hand (organised by Marion Foster) to hold junior football "taster" sessions on the field, organised by the Wiltshire County FA.

The Parish Council is already considering what can be done to improve the facilities on the Recreation Field, such as the restoration of the toilets and the provision of changing facilities.

Issue 7: is there anything else the PC should be doing to encourage organisers to come forward?

Mike Ash
Clerk