

BISHOPSTONE PARISH COUNCIL
MEETING OF THE PARISH COUNCIL
Held in the Village Hall, Bishopstone
Thursday 9th May 2013 at 8.00 pm.

MINUTES

Present : Parish Councillors : Major JHS Thompson (JHST) Chairman
G Brutton (GRB)
N Barter (NTB)
J Gibbon (JHG)
A Thorne (AJT)

Parish Clerk: M R Ash (MRA)

Also present: PCSO Jenny Moss
Mrs P Abbott
Mrs M Furnston
Mr M Bundy
Mrs H Clarke (for Item 14)
Mr B Clarke (for Item 14)

1. Co-options to Council

JHST welcomed Councillor John Gibbon (JHG) following the elections on 2nd May. He also thanked Councillors Lizzie Williams and Jason Lovering for all their efforts as councillors during 2012/13. The election had left the Council with three vacancies. It was therefore desirable to co-opt additional members. JHG proposed that Mr Ali Thorne be co-opted back onto the Council. This was seconded by GRB and agreed. JHST asked all Councillors to do what they could to encourage additional people to come forward to fill the two remaining vacancies. MRA said that this needed to be done by 22nd June.

2. Election of Chairman 2013/14

Councillor Thompson indicated that he was prepared to serve as Chairman for another year. JHG proposed that he be elected, seconded by AJT. This was agreed.

3. Election of Vice Chairman 2013/14

Councillor Thorne said that he would be happy to serve as Vice Chairman. This was proposed by GRB, seconded by JHG and agreed.

4. Declarations of Acceptance of Office

All Councillors then signed Declarations of Acceptance of Office.

5. Declarations of interest.

MRA reminded Councillors of the need to register any financial interests through the Wiltshire Council on-line system.

6. Apologies for absence.

Apologies for absence had been received from Councillor Jose Green and PC Pete Jung.

7. Approval of Minutes of the Meeting on 14th March 2013.

No matters of accuracy were raised in relation to the minutes of the meeting on 14th March 2013. GRB proposed that they be approved, seconded by AJT and agreed.

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

AJT reported that he had completed work recommended in the last playground safety report and would be undertaking the re-painting of the swing supports. Members asked that the Clerk investigate whether it was necessary to have a playground safety inspection every year, at considerable cost.

MRA reported that the resurfacing of the footpath to The Croft was about to take place, organized by Mr R Stockton. The Council had previously approved expenditure to meet the cost of materials.

AJT said he would speak further to M Gooch about a possible Coronation Jubilee mug for village children and would report further by e-mail as time was now short.

Certain other action points had been completed, whilst some were on-going, as set out in the Action Plan attached to these minutes.

GRB asked whether the various actions at Item 5 on the minutes had been completed. MRA confirmed that Cllr Green had written to the Head of Housing of Wiltshire Council about anti-social behaviour by a resident of Whitlock Rise. He understood that Wiltshire Council were monitoring the situation. PCSO Jenny Moss said that the police were actively pursuing the issue of the parking of vehicles in the road such as to block access.

9. Public Question Time.

Mr Bundy raised the issue of the state of the car park at the end of Whitlock Rise. It was agreed that MRA would write to Wiltshire Council asking that re-surfacing be undertaken.

Mrs Furmston raised the issue of the lack of maintenance of the road verges along Netton Street. MRA said he would raise this issue once the new arrangements for local highways maintenance were clear (see Item 13 below).

10. Report from PCSO Jenny Moss

PCSO Moss said there was little to report as regards recent criminal activity in Bishopstone, bar the theft of the previously reported wooden man garden ornament. However, she repeated warnings that there were cases of thefts of fuel and from outbuildings in the wider area and that residents needed to take action to safeguard their property. A further successful night operation had been carried out with the assistance of local farmers and this had deterred possible criminal activity.

11. Chairman's Items

JHST said thanked Trish Steel and Jon Kington for cutting the grass in the area around the public seat in Faulston Lane. Jon had offered to refurbish the various seats in the parish and it was agreed that MRA would seek a quote from him for this work.

One of the trees on the patch of ground at the junction of The Styles and Harvest Lane was now at a precarious angle and the adjoining resident had asked the Council to take the matter up with Wiltshire Council. It was agreed that MRA would pursue.

JHST said that dog fouling of footpaths continues to be a problem. It was agreed that MRA should purchase 10 "clean it up" signs at a cost of £5.00 each for use in various footpaths in the village. The need for improvement in the clearing of litter along the roads in the village would be taken up with Wiltshire Council under the new Local Highways and Street Scene arrangements (see Item 13 below).

JHST thanked Mr E Schruers who had met the costs of work undertaken by the Wiltshire Youth Leisure Credits Scheme to deal with flooding of the footpath from Flamstone Street to Croucheston. GRB reported that Mr A Draper had now agreed to the use by cyclists of the footpath on his land from Croucheston Mill to Stoke Farthing.

12. Annual Accounts

MRA said that he had circulated paper BPC(113)01 setting out the end year statements for the council's accounts for 2012/13 and a draft Annual Return to the external auditors. The accounts had been approved by the Council's internal auditors, Atkinsons. No issues were raised by Councillors and AJT proposed that the Annual Return be approved for submission. This was seconded by GRB and agreed.

MRA proposed the re-appointment of Atkinsons as internal auditors. This was approved by NTB, seconded by AJT and agreed.

13. Parish Clerk's Report

MRA reported that the Annual Precept of £5500 had been received from Wiltshire Council.

The Community Plan Steering Group (CPSG) are considering potential sources of funding for work on the plan. However, in the meantime they had requested a grant of £200 from the Parish Council to cover costs (hire of meeting rooms, printing etc) until June 2013. NTB proposed that this grant be made, seconded by AJT. This was agreed.

The CPSG had also considered the need for Wiltshire Council to undertake a Housing Needs Survey to determine whether provision needed to be included in the plan for additional affordable housing in the village. However, it thought it would be more appropriate for the Parish Council to commission such a study. MRA said that he had been in touch with Wiltshire Council about this and the officer concerned was happy to come along to a meeting to explain the purpose of the survey and how it would be carried out. It was agreed that the officer be invited to the July meeting of

the Parish Council and that members of the CPSG should also be invited to attend for that item. MRA said that there would be no cost to the Council in undertaking the survey, though it would have to take on responsibility for the distribution of the forms to every household in the village. This could be done in conjunction with any survey conducted by the CPSG.

MRA said that the following accounts needed to be paid:

Wiltshire Association of Local Councils Subscription - £199.42
Atkinsons Internal Audit Fee - £72.00
Zurich Municipal Insurance Policy - £601.44

All of these payments were in line with provision made in the budget for 2013/14. NRB proposed that these payments be made. This was seconded by GRB and agreed.

MRA said that he would be attending a meeting in Salisbury on 7th June called by Wiltshire Council to explain how the new arrangements for the "Local Highways and Street Scene" service will operate following the change of contractor for this work. It would appear that in future all requests for works will be submitted through the South West Area Board. He would report on this to the next meeting of the Council.

14. Planning Applications

MRA said that the following planning applications had been sent to the council for comment:

13/00080/FUL – Revisions to previous plans for the extension of The Cottage, Pitts Lane.

13/00245/FUL – Erection of a single storey timber building to form a changing room adjacent to existing swimming pool at Fern Grove, Crouchston.

13/00270/FUL – Two storey and single story rear extension at Quintways, Crouchston.

13/00246/FUL - proposals to recreate and manage flood plains habitats at Crouchston Farm which involve the re-connection of a feeder ditch from the river Ebble, the creation of a series of small areas of permanent water via a new narrow channel which will return to the river Ebble. The rear access drive to the farm will also be resurfaced in bitmac.

The changes to the approved plans for The Cottage, Pitt's Lane involved a reduction in the size of the proposed extension. It was agreed to make no objection to this change.

Concerns were expressed about the visual impact from the public footpath past Crouchston Mill of the proposed timber building at Fern Grove, particularly given the ridge height of the building and the fact that it will be in an elevated position in relation to the footpath. It was agreed to request that a condition be attached to any approval that additional screen planting be provided.

No plans or drawings had yet been supplied by Wiltshire Council of the proposals for Quintways. It was decided to defer consideration of this application until those had

been supplied.

Concerns were expressed about the possible impact of the proposals at Crouchston Farm on the flow rate of the River Ebbles and on river habitat. It was agreed to defer consideration of the application until the responses were available to the consultation letters that Wiltshire Council had sent to the Environment Agency, English Nature and other statutory agencies. MRA was also asked to consult Wiltshire Council planners as to whether the proposals also constituted a change of use of the land, for which planning permission would be required.

15. Questions or statements from Councillors and any further questions from members of the public.

GRB asked that Wiltshire Council be reminded of the need to do something about drainage at the White Hart road crossing.

16. Date, location and time of next meeting.

The meeting was closed at 9.45pm. The next meeting is on Thursday 11th July at 8.00pm in the Village Hall.

Signed as an accurate record:

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Chairman

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Date

**BISHOPSTONE PARISH COUNCIL
PARISH COUNCIL MEETING
Thursday 9th May 2013**

ACTION PLAN

WHAT ACTION	BY WHOM	COMPLETED ✓
Options for refurbishment of recreation ground toilet block to be identified for consideration. Estimate of likely costs to be obtained.	JHST/AJT/MRA	
Follow up action to be taken on Playground Safety Report.	AJT	✓
Bag of gravel to be purchased for re-surfacing footpath to The Croft.	MRA	✓
Possible data protection issue to be considered before an "e-mail alert system" is proposed in STaB.	MRA	
Letter to be sent to residents about parking in bus pull-in.	MRA	✓
Provision of coronation jubilee mug to be discussed with Madeline Gooch.	AJT	
Future of pub to be discussed with landlord.	AJT	
Article on whether to re-establish cricket team to be included in future STaB.	MRA	
Note to encourage candidates for May elections to be included in STaB.	MRA	✓
Dates of future Council meetings for the year to be displayed on notice boards.	MRA	✓
Investigate whether a playground safety inspection is required every year.	MRA	
Letter to be sent to Wiltshire Council on re-surfacing of car park in Whitlock Rise.	MRA	
Seek quote from Jon Kington for bench refurbishment.	MRA	
Wiltshire Council to be asked to remove a tree on land at the corner of The Styles	MRA	
Dog fouling "clear up" signs to be purchased.	MRA	
Various highway issues to be taken up with Wiltshire Council in the light of new arrangements for Local Highways and Street Scene.	MRA	
Wiltshire Council be reminded of the need to do something about drainage at the White Hart road crossing	MRA	

