

# **BOURTON PARISH COUNCIL**

The Annual Meeting of Bourton Parish Council will be held on  
Wednesday 1 May 2024

At 1900 hrs in the Village Hall - to include Presentation from Savills at 1930 on  
development at Grange Farm

## **AGENDA**

1. To elect a new Chairman to serve until the next Annual Parish Meeting
2. To receive the Chairman's Declaration of Acceptance of Office
3. To elect a Vice-Chairman to serve until the next Annual Parish Meeting
4. To elect an Internal Auditor to serve until the next Annual Parish Meeting
5. Apologies for absence
6. Declarations of Interest
7. Minutes of meeting held on 26 February 2024
8. Matters arising
9. Questions from Members of the Public
10. Finance
  - a) To note payment of first half of precept of £2021.50
  - b) To consider insurance renewal premium at £410.08 (£343.42 last year)
  - c) To approve Receipts & Payments Account year ending 31 March 2024
  - d) To confirm Bourton Parish Council is an exempt authority within the definition contained in the Local Audit (Smaller Authorities) Regulations 2015
  - e) To approve payment to Jack Webster for March/April hrs
  - f) To consider renewing subscription to OALC at £168.00
  - g) To approve payment to Net Result for payroll services at £63.50
11. Planning Issues
  - a) Presentation from Savills re planning application for 9 dwellings at Grange Farm
  - b) To note planning application withdrawn for development at The Piggery
  - c) To note planning granted for swimming pool cover at Pinewood School
12. To Conduct a Risk Assessment
13. Correspondence
14. Any Other Business
15. Date of next meeting

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

Signed:

Dated:

**MINUTES OF THE BOURTON PARISH COUNCIL ANNUAL MEETING HELD**  
**WEDNESDAY 1 MAY 2024 AT 1900 HRS**

**PRESENT**

Cllr N Ledingham (Chairman)  
Cllr D Swann  
Cllr S French  
Cllr A Knapp  
Cllr C Francis

1 parishioner was in attendance

In attendance for Item 11a): Sophie Tidy and Roger Smith from Savills and Jess Saint from Guy's & St Thomas' Foundation

**1-2. TO ELECT A NEW CHAIRMAN TO SERVE UNTIL THE NEXT ANNUAL PARISH MEETING**

DS nominated NL to serve as Chairman until the next Annual Parish Meeting. This was seconded by SF and unanimously agreed. NL signed the Chairman's Declaration of Acceptance of Office.

**3-4. ELECTION OF VICE-CHAIRMAN AND INTERNAL AUDITOR**

SF nominated DS to serve as Vice-Chairman. This was seconded by NL and unanimously agreed. DS nominated SF to serve as Internal Auditor. This was seconded by AK and unanimously agreed.

**5. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**6. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**7. MINUTES OF THE MEETING HELD ON 26 FEBRUARY 2024**

The Minutes were unanimously approved by all present and were signed by the Chairman.

**8. MATTERS ARISING**

8a) AK reported that the pile of waste at Lower Bourton that had housed the rats had now been moved.

8b) It was noted that the Cleansing Team had made a very good job of the paths between the centre of the village and the church.

8c) It was noted that the water leak had finally been fixed by Thames Water in Lower Bourton and the hole had now been filled. The Clerk would report the other three deep potholes in that location. **Action: Clerk**

**9. QUESTIONS FROM MEMBERS OF THE PUBLIC**

There were no questions from members of the public.

**10. FINANCE**

10a) It was noted that the first half of the precept of £2021.50 had been received.

10b) It was unanimously agreed to renew the annual insurance at a cost of £410.08.

10c) The Receipts & Payments Account for the year ending 31 March 2024 was agreed and signed. The Clerk would now complete the work for the audit and would seek approval at the 19 June meeting. All relevant paperwork is to be posted on the website by 1 July at the latest. **Action: Clerk/DS**

10d) It was unanimously agreed that Bourton Parish Council is an exempt authority within the definition contained in the Local Audit (Smaller Authorities) Regulations 2015 and the appropriate paperwork was signed by the Chairman. The Clerk would forward this to the external auditors. **Action: Clerk**

10e) It was unanimously agreed to pay Jack Webster for work in April plus fuel charges and a cheque for £91.13 was signed.

## 11. PLANNING ISSUES

11a) The Parish Council received a presentation from Savills concerning the application for 9 dwellings at Grange Farm. They would respond to the Parish Council's letter of objection to Planning in due course but wanted an opportunity to discuss the application directly. The target date for a decision from VWHDC was the following month. Roger Smith cited the adopted Local Plan Policy 7 which dealt with the reuse of buildings in rural areas. The pre-application process indicated that the development was acceptable and therefore the application had been progressed. He outlined the comments from Heritage (no objection), Ecology (no objection but further surveys on bats, barn owls etc to be provided), Drainage (further information would be provided re surface water), Highways (no objection), Contaminated Land (further information needed before development begins), Noise (Environment Health Officer had no objection), Waste (more bin storage would be necessary) and Thames Water (no comments). Two letters had been received from local residents. All of this information is on the Planning website. NL pointed out that Highways had raised a concern with the accessibility of the development as the site is poor and reported that the local planning authority would need to consider this as part of the determination of the planning application. Roger Smith acknowledged that this was indeed the case.

NL reiterated the reasons why the Parish Council had sought to decrease the number of dwellings from 9 to 5 bearing in mind the current size of the village, lack of transport links and very limited facilities. Savills had originally looked at combining the working farm with 5 dwellings but felt this was not a good design and had decided to develop the whole site for residential use. The current tenant farmer had another base he could work from and would therefore continue to look after the land.

Councillors voiced their concerns about the inadequate visitor parking, transport issues and bin storage. Roger Smith acknowledged that it might be possible to provide more than 4 visitor spaces.

During a discussion about planning gain, Roger Smith felt there was no liability for CIL as they were not increasing the floorspace but NL reported on his conversation with the planning officer who had indicated that this may not be the case as mezzanine floors had added to the floorspace.

Councillors voiced their disappointment that despite the fact that Guy's and St Thomas' Foundation were proposing 9 dwellings at Grange Farm and had already sold Manor Farm, Lowerfield Farm and Home Farm for residential development, thereby increasing the size of the village by around 20%, no contribution towards the village amenities had been forthcoming. DS noted that the charitable aims of the Foundation were to promote public health, collaborate with communities, address climate change and drive more equitable health and suggested that the charity's duty of care and objectives should apply to those in Bourton and not just the fortunate people of London. Councillors were given the assurance that consideration would be given to this and it would be discussed further.

Savills were questioned about the recent Call for Sites (HELAA) in the VWHDC and the fact that they had put sites forward adjacent to Cleyfields and on Townsend Road on the edge of Shrivenham. Roger Smith reported that they were just flagging up sites for when more housing is introduced and do not see the Cleyfields site as

being developable under the current Local Plan or the new Local Plan unless as an Exception Site. When asked about land offered to Swindon Borough Council's HELAA, Roger Smith confirmed no sites had been offered between Bourton and the Eastern Villages and there was nothing offered to Swindon Borough Council on a strategic level from the Foundation.

11b) It was noted that planning for development at The Piggery had been withdrawn.

11c) It was noted that planning had been granted for a swimming pool cover at Pinewood School.

## **12. TO CONDUCT A RISK ASSESSMENT**

A thorough Risk Assessment Review took place. There were two tiny amendments necessary to delete the strimmer from assets as it had been scrapped a year ago. The Clerk would make the amendments and distribute the updated Risk Assessment to Councillors so that it could be updated on the website. **Action: Clerk/DS**

## **13. CORRESPONDENCE**

All correspondence had been circulated. DS had spoken to Helen Marshall of CPRE and volunteered for the CPRE solar initiative. In due course we will be alerted if Bourton is chosen.

## **14. ANY OTHER BUSINESS**

SF was happy to make copies of the paperwork that would be necessary for the Annual Parish Assembly on 28 May. The Clerk had issued the necessary invitations. **Action: SF**

## **15. DATE OF NEXT MEETING**

The Parish Council Annual Assembly will take place on Tuesday 28 May at 1930 immediately following the Village Hall AGM. The next meeting of the Parish Council will take place on Wednesday 19 June 2024 at 1900 in the Village Hall.

Signed:

Date:

Cheques Issued:

Clear Councils Ltd £410.08 no 022135 (dated 1 May 2024)  
OALC £168.00 no 022136 (dated 1 May 2024)  
Sean Hoskin £63.50 no 022137 (dated 1 May 2024)  
Jack Webster £91.13 no 022138 (dated 1 May 2024)