

WESTBURY-ON-SEVERN PARISH COUNCIL

Minutes of the Meeting held on Monday, 20 June 2011 in Westbury Parish Hall.

PRESENT: Councillors - P Brooke
M Green
C Evers - Vice
D Landon
S Phelps
P Radley
N Stephens – Chairman
M Townsend
Mrs Fiona Wallbank - Clerk
District Councillor Edwards (partial attendance)

Parishioners: 5 parishioners (partial attendance)

1 APOLOGIES: Councillor Ensor

2 MINUTES OF MEETING

The minutes of the meeting held on Monday, 16 May 2011 were amended page 3 agenda item 7e – Westbury Youth Project rather than Westbury Players. The minutes were then agreed and signed.

3 DECLARATION OF INTEREST: Councillor Evers declared an interest in planning application P0980/11/FUL.

4 CO-OPTION OF THREE COUNCILLORS: The Clerk reported that she had received three applications in response to the notice for the co-option of three Councillors. The Chairman welcomed Michael Townsend, Pat Brooke and Mike Green. All three signed their Declaration of Acceptance forms and these were witnessed by the Clerk. The Clerk gave them a Register of Members Interest Form for completion within 28 days.

The Chairman took this opportunity to thank Alan Hyett his Vice for several years for all this hard work during his time as a Councillor. His expertise and practical help will be greatly missed. Clerk to send a letter.

District Councillor Edwards reported that a new team had been set up at the FODDC which was part of the Environmental Services Group and will be called the Community Engagement Team. The 3 Engagement Officers will cover separate geographic areas and will work within their areas to get to know Ward Councillors, Parish Clerks and other community leaders. Lena Maller will cover for our area and her contacts details are Tel: 01594 812609 Email lena.maller@fdean.gov.uk.

5 PUBLIC COMMENT: None

6 PLANNING MATTERS

a) Applications:

P0676/11/FUL The Grange, Grange Court Road, Adsett: Single storey alterations & extension to main dwelling & construction of garage/annexe/holiday let

Comments to the Forest of Dean District Council:

The Parish Council has **no objections** to the planning application provided the following recommended conditions are met by the applicant:

New access/entry:

(a) The old entry be blocked up with hedging/fencing immediately following completion of the new entry and that the old drive be removed and replaced by garden plants, lawn, or similar landscaping.

- (b) The peripheral ditch around the property be appropriately dug out and refurbished to safeguard against flooding.
- (c) That as part of the process to construct the new entry onto the highway, a 40 cm minimum diameter load bearing drain culvert be installed in the perimeter ditch the length of the splayed entry, plus appropriate overhangs, to ensure that constriction of flow along the ditch is avoided.
- (d) That the new splayed entry, drive way and parking/turning area is constructed in porous materials to avoid water runoff.
- (e) That prior to commencement of work on the site, the oil storage tank and associated pipe work be repositioned to avoid accidental damage.
- (f) That Gloucestershire Highways are satisfied that the intended splay angles of the new entrance provide sufficient visibility for vehicle users.

New building:

- (g) That the height of the proposed new garage/annexe/holiday let is reduced to be more in keeping with peak of the present existing structure.
- (h) That the proposed new garage/annexe/holiday let is moved in 5 metres an easterly direction away from the western edge of the property, and the parking/turning are moved as appropriate to accommodate the change.
- (i) That the external entry door to the hall area be moved to the north side of the proposed garage, etc. complex to enable appropriate screening to be provided along the side facing the nearest adjacent property. There are no recommendations/conditions that the Parish Council would like to see applied to the proposed alterations and additions to the house.

P0980/11/FUL Little Beggars Bush, Hartland Hill, Minsterworth: Alts & exten to existing dwelling (demolition of existing single storey extensions)
 Decision by 16.6.11 (extension to 21.6.11)
 Comments to the Forest of Dean District Council:
 The Parish Council **supports** this application.

P0040/11/DISCON Rodley Court, Rodley Court Road, Rodley: Discharge of condition (06) (noise screening) on P0817/10/FUL
 Decision by 13.6.11 (extension to 21.6.11)
 Comments to the Forest of Dean District Council:
 The Parish Council has **no objections** provided the Environmental Health department finds the scheme satisfactory.

P0646/11/APP Land Adjoining A48 South West of the Severn Bore Public House, Minsterworth: Approval of reserved matters for the erection of a detached dwelling
 Decision 13.6.11 (extension to 21.6.11)
 Comments to the Forest of Dean District Council:
 The Parish Council has **no objections** to this application

P1117/11/FUL Brook Farm, Brook Lane, Adsett: Conversion of two farm buildings to provide one unit of holiday accommodation and an ancillary games room/gym
 Decision by 6.7.11
 It was decided to have a site inspection on Saturday, 25 June 2011 at 10.30am to meet at the Parish Hall

P1120/11/FUL Upper Ley Farm, Upper Ley, WOS: Erection of agricultural storage building to store bedding and fodder
 Decision by 6.7.11
 Comments to the Forest of Dean District Council:
 The Parish Council **supports** this application.

The following applications were considered prior to the meeting:

P0811/11/COU Wyncolls Farm, Lumbars Lane, Elton: Retention of the use of the property for the continued benefit of the land and buildings for equestrian purposes, including staff accommodation and access to the site via Lumbars Lane onto the Elton Road.

Decision by 8.6.11

Comments to the Forest of Dean District Council:

The Parish Council has **no objections** to this application.

P0946/11/TCA Communal Land in Front of Numbers 1 and 2 Westbury Court Gardens, WOS: Thin upper crown by no more than 30% of leaf bearing twig structure (restricting work to dense outer areas of canopy). Thin tip growth and remove secondary laterals from lower branches (retaining at least two thirds of leaf bearing material). Remove shoot growth from former pruning points in the lower canopy.

Comments to the Forest of Dean District Council:

The Parish Council has **no objections** to this application however all materials cut from the tree must be removed from site and properly disposed of.

b) Decisions & Appeals:

P0815/11/FUL Tynings, Walmore Hill, Minsterworth: Variation of condition on DF9847 to allow use by persons in registered care and supportive living – **Granted**

P0836/11/FUL The Dental Surgery, The Village, WOS: Installation of an illuminated fascia sign – **Granted**

P0835/11/FUL The Dental Surgery, The Village, WOS: Re-instate ground floor window on south east elevation, widen entrance doorway and set flush with north east wall and reposition inset window to become flush with north east wall. Installation of two spot lights for temporary period – **Granted**

P0502/11/COU Broadoak School House, Broadoak: Conversion of former school house into holiday let (Renewal of consent) - **Granted**

Site Inspection: P1090/11/FUL Former Scout Hut, Rodley Road, Rodley: Demolition of existing scout hut and construction of a GP surgery (Retrospective) Tuesday, 21 June at 10am.

Appeals: None

Appeal Decision: Appeal: P1472/1-/COU The Firs, The Village, WOS: Conversion of existing barn to create annexe/holiday let – The Planning Inspectorate allowed the appeal and has granted planning permission.

d) Planning for Travellers Sites – This consultation document had been circulated to Councillors on the 19.5.11 to consider this 85 page document. It was decided not to send a response.

7 FINANCIAL MATTERS:

a) Internal Audit – Councillor Phelps agreed to carry out the internal audit.

b) Accounts for payment and receipts – The Councillors agreed the following payments:

Mrs F J Wallbank:

Salary – 1- 30 June 2011	646.17	Cheque No: 001400
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There is no tax or National Insurance to be Deducted due to overpayment in April and However there is £1.86 due for employers National Insurance

Inland Revenue – NI for PC	1.86	Cheque No: 001401
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Countryside Maintenance – 4 st cut	435.00	Cheque No: 001402
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Lydcare – donation towards use of their services	100.00	Cheque No: 001403
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John Hicks – carrying out annual inspection of Play equipment etc and providing report	57.00	
<u>VAT 11.40</u>	68.40	Cheque No: 001404

Westbury Youth Project – donation towards cost of

Microphones 250.00
Accounts for Payment **£1501.43**

Cheque No: 001405

Receipts

Total Receipts £0.00

8 GAPTC MATTERS: Colin Evers reported as follows:

- He gave a brief outline of the workings of GAPTC for the new Councillors. There are now about 216 members of GAPTC comprising Parish and Town Councils
- 16 pieces of information had been received during the last month.

9 MATTERS ARISING:

a) Provision of new premises for the Drs – The Chairman gave an update on the current situation – the inside of the building is very nice with extra rooms for minor operations to be carried out. Opening of the building is still scheduled for 1 October 2011.

b) Parish Plan Priorities: Provision of transport service – Councillor Landon reported that Lydcare are still saying there have been 7 users. It was agreed that the Clerk should send off the cheque for £100 to Lydcare for six months support of this scheme.

c) Emergency Plan – Councillor Brooke agreed to have a look at this matter as she had experience of Emergency Plans in the 2007 floods

d) Burial Ground – Rubbish – Look at on Saturday, 25 June 2011.

Re the **septic tank** – Look at on Saturday 25 June 2011

Rules/regulations – Clerk circulated these with the agenda and were approved by the Councillors.

Headstone request – The Clerk said that she had received a request for a headstone from Charlie Hall – Councillors said that if the family wanted pots these would have to be on the base. Clerk to get Charlie Hall to supply a more detailed drawing with all measurements.

e) Play Area – Following the annual inspection it was reported that the multi-play unit had a “finger trap”. This was reported to Greenfields and they have now rectified this. Councillors were not sure if they had attended to the faults in the wet pour that had been reported previously. Councillor Evers reported that if you turn over the big swings the seats are cracked but this was not mentioned at the annual inspection.

f) Highway Matters:

Trench adj Glevum Windows (A48 Elton) – This has been rectified.

Railings adjacent to stream – These have been repaired.

Winter maintenance Programme – The Clerk reported that she had received a letter from Glos Highways re Winter Maintenance and Adverse Weather. Richard Hewlett is the Snow Warden and Plough Operator and he is willing to keep a stock of salt at his farm for use around the Parish. It was agreed that the Parish Council are willing to pay 50% of the cost of a Hand Spreader with Glos Highways funding the other 50%. This will cost the PC£95. Councillors felt that this could be very useful around the village and the Old People’s Homes at Court Gardens.

Re the provision of grit bins again these are not provided by GH but can be provided by PCs if the location is agreed in writing by GH. Bins shall be located at strategic points on steeper inclines and on some tight bends or if there is a significant level of pedestrian usage.

Two more areas would benefit from a salt/grit bin at Wintles Lane somewhere near the top of the hill and Poulton Court – steep section to the railway bridge.

Ditch by Riverside – Ditch has been dug out and this has seemed to have solved the problem of water running across the road by the Dunnings.

30mph signs knocked over – when approaching Blaisdon 30 mph and double bend sign knocked over.

The Old Fruit Stall – No further update.

Erosion of River bank at The Dinney – Still awaiting an update.

Stantway Lane – Sign is broken.

Potholes – Bosley before the railway bridge – 2 very deep ones. Ones that have been marked at Ley still not been filled in.

Footpaths Maps – Clerk to obtain an update to date set from Suzanne Hopes and get them copied for each Councillor.

g) Risk Assessment – Defer

h) Closed Churchyard – Councillor Landon and Sarah Hobbs had met with the workers and team leader on Monday 13 and 20 and have been very pleased with the amount of work they had done. All they request is a pint of milk for refreshments which Councillor Landon had supplied one week and Sarah Hobbs the first week. It was agreed that the Councillors should go to the Churchyard after the planning site visit to go through exactly what work needed doing. The Clerk said she had spoken with Sarah Hobbs who was very keen not to let all the good work being carried out go to waste and wanted to know what steps the Parish Council could take to avoid this. Councillors felt that grass should grow back where brambles/ivy have been removed. A new bonfire site had been started – the Chairman said he would set fire to this along with Councillor Phelps.

Re the **sign** Councillor Evers still needs to put this up.

Re **compost heap** – The Chairman had not spoken to anyone at the home so it was agreed that the Clerk would write to the Head of Home and Two Rivers about this matter.

Holly around Front Wall – will need nipping back at some stage.

i) Autograss – The Clerk reported that she had written to Heather Lucas who had confirmed that she had spoken with Daryl Smart who runs the Forest Autograss and left a message for Tracy Neville who runs the Gloucester events. The organizers have planned for more than six one day events in case an event has to be cancelled due to bad weather, they then have other planned dates to be used. She has been assured that no more than 6 one day events will be held on site. Owing to dates being scheduled throughout the County it was unfortunate that this year two events have been planned at Elton in May, especially as 29 May was a Bank Holiday. Officers have previously investigated complaints made about the event and the evidence provided did not substantiate grounds for the Department to take formal action. Under the circumstances Officers have acted in an advisory capacity to space out six one day events per year.

The Clerk reported that she had received an email from Martyn Gardner which was read out. Clerk to send Mr Gardner a copy of Heather Lucas' email. The Parish Council agreed to monitor the situation.

j) Bus Stop at Elton - defer

k) Post Box Cleeve Rodley – The Clerk confirmed that she had written to the address given in Glasgow and was awaiting a reply.

l) Appointment of Wardens – the Clerk confirmed that Richard Hewlett was very happy to continue as snow and flood warden. Parish Hall Representative – defer to the July meeting.

m) Cider Festival – Addsett Farm – The Clerk reported that all the paperwork that had been submitted to the FODDC had been circulated to the Councillors for their information. The festival is planned for Saturday, 13 August commencing 8am when the first campers arrive and will last until Sunday at 8pm when the last revelers leave the site. Live music will be until 11pm on the Saturday with pre-recorded music until 1am. Food and drink will also be served until 1am on the Saturday. If this event is a success it is planned in future years to hold the event potentially over the August Bank Holiday weekend with the potential for 2 days of live music on the Saturday and Sunday with campers leaving on the Monday.

Two people were present – the landowner and a gentleman involved in the organization. Councillors raised several points:

- The Chairman felt that more consultation needed to be carried out locally and some nearby properties were unaware of this event taking place.
- Councillor Evers was concerned about the noise level of the live music – 98 dB which he knew was very loud. The organizer said he would look at this and when tests are carried out prior to the event and these levels were found to be unacceptable they would be reviewed.
- What about the potential of anti-social behavior just moving on from the site?
- Councillors felt it was important for locals to have a contact number that will be answered if they have concerns.

The following points were raised by the organizer:

- Strong security presence with a boundary in place.
- Everyone attending would have a wrist band
- Maximum of 2,000 people
- Cars will exit from the stoned drive so mud will stay on the site if car wheels are muddy
- Want to get “things” right otherwise planned events for next year will not happen.

- Proposing to sign main access off the A48 down Adsett Lane – when leaving the site traffic will be sent along Hunthill. This is what was suggested by the police.
- There will be adequate traffic marshals.

It was agreed that the Parish Council's response to the FODDC would be that they are generally supportive but have concerns regarding the noise levels specified in the document (98dB).

n) WOS CofE School – School Gardens Plans The Councillors were happy with the proposed project for the gardens at the school.

10 CORRESPONDENCE

a) Electoral Review of Gloucestershire – Draft Recommendations Consultation closes 1 August 2011 can be viewed on www.lgbce.org.uk. The aim of the review is to ensure that each county councillor represents a similar number of electors. To achieve this electoral equality, electoral division boundaries across Gloucestershire need to be re-drawn. Proposal to reduce the number of members by 10.

11 MATTERS RAISED FOR NOTIFICATION:

Neighbourhood Co-ordination Group (NCG) – they have been meeting quarterly to review the community engagement figures. The meeting scheduled on the 23.6.11 is cancelled as the Constabulary is in the process of reviewing the entire NCGT format.

The meeting closed at 9.55pm.