

WESTBURY-ON-SEVERN PARISH COUNCIL

Minutes of the Meeting held on Monday, 21 November 2011 in Westbury Parish Hall.

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

Parishioners: 5 (partial attendance)

1 APOLOGIES: Councillor Green.

2 MINUTES OF MEETING: The minutes of the meeting held on Monday, 17 October were agreed and signed after one typo amendment.

3 DECLARATION OF INTEREST: Councillor Radley in planning application 11/0047/FDMAJW and the Chairman in P1920/11/FUL.

4 PUBLIC COMMENT: None

5 PLANNING MATTERS

a) Applications:

P1920/11/FUL White House Farm, Adsett Lane, WOS: Change of use of agricultural land to accommodate touring caravans, campsite and wishbone lodge accommodation. Conversion & alterations of part of barn to provide site office, toilets, showers, washing facilities & recreation area.

It was agreed that the Councillors would make a site visit - meet on Sat, 26 November PHall at 10am.

P2049/11/LBC Barn 3 Stantway Court, Stantway Lane, WOS: LBC for the erection of a single storey side extension.

Decision by 10.11.11 (extension to 22.11.11)

Comments to the Forest of Dean District Council:

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

P2059/11/FUL White Gate, Wintles Hill, WOS: Erection of a sun-lounge and a dependant relative's annexe

Decision by 9.11.11 (extension to 22.11.11)

Comments to the Forest of Dean District Council:

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

P2029/11/FUL Longmynd, Main Road, Minsterworth: Alts & erection of two-storey rear extension & balcony & a single storey front extension. Demolition of existing garden room and conservatory

Decision by 7.11.11 (extension to 22.11.11)

Comments to the Forest of Dean District Council:

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

P1819/11/FUL Severn Valley Woodworks, Northwood Green: Erection of a two storey office building

Decision by 29.11.11

Comments to the Forest of Dean District Council:

some major work might need to be carried out to the wall in the Closed Churchyard and if the PC was going to look at restoring some of the table tombs this could also be extremely costly. Councillor Landon said that grants were available for work to the table tombs but would need to be applied for by the PCC and they were discussing this at their next meeting. Regarding the Churchyard wall it was agreed to look at this on the site meeting on Saturday, 26 November.

The Clerk had recommended reducing the precept by 2.79% but Councillors felt that this should be reworked as a “stand still” budget with the agreement amendments.

d) New Bank Mandate – This was signed by the Chairman and Clerk

7 GAPTC MATTERS: Councillor Evers reported as follows:

- On the 28 November it will be the first meeting of the county Committee
- Currently one vacancy for the Forest
- Each of the County Committee members have been a group of Parish Councils as part of their mentoring group
- Also on the 28 November GRCC are holding a Parish Plan Forum Meeting – items to be discussed Localism Implications and Emergency Planning.

8 MATTERS ARISING:

a) Emergency Planning – Councillor Brooke circulated a paper she had prepared regarding creating Westbury’s Community Plan. The idea behind an Emergency Plan is if an emergency was declared by the District of County Council they will have the Parish’s plan and will know immediately who to contact – sort of emergencies for Westbury would be flooding, snow, fire at petrol filling station, major road closure due to an accident (A48). Good consultation will be the key to having a good plan however the challenge will be to keep the plan simple and to bring the parish with the Parish Council and for them not to see it as something bureaucratic. It was agreed to hold a brain storming at Councillor Brooke’s house within the next two weeks to enable her to bring something back to the next meeting.

b) Risk Assessment – The Clerk had circulated the bus shelter risk assessment form via email and asked for it to be completed by the 1 December. She reported that it was time to hold another meeting to go through the Risk Assessment. Previously it was Councillors Ensor, Evers and Sweet – Councillor Phelps said he would be happy to be involved with this. Clerk to arrange a meeting.

c) Disposal of surplus GCC land at Colchester Close – The Clerk reported that although GCC had received higher offers for the land they had decided to accept the Parish Council’s offer of £1 plus £500 for legal and technical costs with the view that it will be made into a village green. However as this is a nominal offer GCC wants to protect its interest and the offer is subject to an indexed uplift payment of £20,000. This will be payable to GCC for any change of planning use or any development on the land other than for play equipment. A restriction on the title will provide for this. Although the property has been withdrawn from the market GCC are governed by procedural obligations that require them to consider any offers made up to exchange of contracts however they will keep the PC informed.

The Councillors agreed that they were happy with the uplift clause, however, should a higher offer be accepted by GCC at any time prior to exchange of contracts the Parish Council would not want to be charged for any legal costs already incurred.

The Clerk said that she had run off the paperwork and application form required for making the area of land into a village green. Councillor Brooke said she was happy to take this and have a look at what needs to be done.

d) Burial Ground – Reseeding area where compost heap – Councillor Townsend said that he would check to see how this was doing.

Fence Repairs – Russell Hayward would carry out these in the New Year

e) Play Area – The Clerk reported in Councillor Green’s absence that he had collected the various items from Chris Sweet and would deal with this. Councillor Phelps said that Alan Hyett had some caps for the slides but just needed to find them.

f) Highway Matters:

A48 Meeting – Councillor Phelps said that he had not been notified of this direct. However he was available to attend with the Chairman.

A48 – The “hump” in the road is getting worse. Clerk to report again to Highways.

Hand Spreader – Councillor Phelps reported that he attended a meeting with Richard Gray and Clive Saunders to go through how to use this. This can be used from Colchester Close and down through the Village and up to the School. They will be drawing up a contract for the Parish Council to sign.

Grit Bins– Councillor Phelps reported that at the meeting with Richard Gray he said that the Parish Council could not have any more containers as they already got too many and would not agree to fill any more. The Clerk had written to Highways who had informed the PC that they are trying to reduce the number of grit bins unless they meet with their criteria and there is a real need for them at new locations. Their first point of call is to review the existing locations to see if there are any that can be moved to better locations to deal with problem areas. Re the PCs request for additional locations – Poulton Court x 2 this is a flat location so cannot support a new bin at this location. Ley Lane (just before the A48) they would support a bin from the Adsett junction being relocated to this location. Blaisdon Road by Weighbridge – flat location, Emmings Hill – did not know where this was, Westbury Old People’s bungalows – thought the PC should write to Two Rivers Housing as this should be dealt with by them. Councillor Phelps has already put a container here and it was agreed that the Clerk would ask Richard Hewlett to put some grit in it from his stock of bagged grit.

Footpaths Maps – These have still not been received – Clerk to chase.

Drainage Issues (Northwood Green towards Blaisdon) – No update Clerk to chase

Erosion of the River Bank –No update – Clerk to chase

Church Lane – No update – Clerk to chase.

g) Closed Churchyard:

Armoured Cable – In Councillor Green’s absence the Clerk reported that he had spoken with the vicar and Bruce Davison about this and they will deal with this when the electrical work is carried out on the Tower to bury the cable. Councillors asked the Clerk to write to Sarah Hobbs.

Table Tombs – Councillor Landon reported that this matter was going to be discussed at the next PCC meeting and they would let us know.

h) Adoption of Kiosk in Northwood Green – Councillor Townsend reported that the telephony equipment has been removed and he had put up a poster notifying local residents what was happening with the kiosk. Severn Valley Woodworks sent a couple of carpenters to carry out the repairs required to the door, make a noticeboard and put up a shelf – they have done an excellent job which the Parish Council are very grateful for. Councillor Townsend has already thanked SVW but once complete the PC will write officially.

i) Firework Display- Councillor Phelps lit the bonfire on a very wet night – attendance was quite down on other years - profit made £142.

j) The Queen’s Diamond Celebrations – This was discussed briefly but Councillors felt it would be a good idea to see if the Parish Hall Committee had any plans to hold any celebrations. Councillor Townsend said he would raise this at the next PHC meeting.

9 CORRESPONDENCE

a) Glos Fire & Rescue Service – Letter circulated with the agenda regarding its Integrated Risk Management Plan for the next three years. Contents noted.

b) GCC – Managing Flood Risk on the Severn Estuary: Meeting Tues 29 November, Shire Hall - Councillors Ensor and Brooke to attend this meeting.

10 MATTERS RAISED FOR NOTIFICATION:

Pride of the Forest Awards 2011 - The Parish Council was entered for this award with respect to the Drs Surgery but unfortunately did not win – the judges were extremely impressed with the entries.

Civic Carol Service 14 December Westbury Church – as the bells are going to be back in the Church by the 9 December the FODDC have decided to hold the civic carol service in Westbury.

11 DATE OF NEXT MEETING: Monday, 19 December 2011

The meeting closed at 10pm.