

WESTBURY-ON-SEVERN PARISH COUNCIL

Minutes of the Meeting held on Monday, 17 October 2011 in Westbury Parish Hall.

PRESENT: Councillors - P Brooke
P Ensor
M Green
C Evers - Vice
D Landon
S Phelps
P Radley
N Stephens – Chairman
M Townsend
Mrs Fiona Wallbank - Clerk

Parishioners: 4 (partial attendance)

1 APOLOGIES: County Councillor McMillan and District Councillor Edwards.

2 MINUTES OF MEETING: The minutes of the meeting held on Monday, 19 September were agreed and signed after one type amendment.

3 DECLARATION OF INTEREST: Councillor Radley in planning application P2009/11/FUL and Councillor Evers in the same application as he is Chairman of the FOD Local Action Group.

4 LENA MALLER

Lena introduced herself as the Community Engagement Officer FOR the North and Lead Officer for older people's issues – the three Community Engagement Officers come under the Environmental Services headed by Roger Garbutt. Their main tasks are helping to make things happen in the community, working with communities and organisations, putting people in touch and sharing information and ideas. Examples of projects they are getting involved in are the faster broadband in Gloucestershire scheme, Youth Forum, working closing with the Village Agents, currently updating leaflet for Signpost. The Community Engagement Strategy is currently under review.

5 PUBLIC COMMENT: None

6 PLANNING MATTERS

a) Applications:

P1829/11FUL Bay Tree House, The Village, WOS: Proposed replacement of single storey rear extension roof & addition of a covered way

Decision by 10.10.11 (extension to 18.10.11)

Comments to the Forest of Dean District Council:

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

P1834/11/ADV Elton Court Farm Shop, Elton: Erection of 1 non-illuminated directional sign

Decision by 14.10.11 (extension to 18.10.11)

Comments to the Forest of Dean District Council:

The Parish Council **objects** to this application for the following reasons:

- Highway safety as the proposed sign will be a distraction to motorists
- Not essential
- The proposed positioning of the distractive sized sign will be contrary to the FODDC Local Plan Policy (R) FBE15: Advertisements and Signs

P1302/11/FUL Proposed waste water treatment plant, provision of access track, underground piping and tanks, and associated landscaping. (Revised plans)

Decision by 18.10.11

Comments to the Forest of Dean District Council:

The Parish Council has to defer making comments on these revised plans for the following reasons:

- Are in receipt of the full facts and all amended plans.
- Question why the Environment Agency is insisting on a Section 106 as the applications are not connected

Also the Parish Council would like to point out that the green notices have not been displayed notifying local residents.

P1303/11/FUL Creation of wash water treatment plant and water store, new hedgerows, hardcored service tracks, underground piping and tanks. (Revised plans)

Decision by 18.10.11

Comments to the Forest of Dean District Council:

The Parish Council has to defer making comments on these revised plans for the following reasons:

- Are in receipt of the full facts and all amended plans.
- Question why the Environment Agency is insisting on a Section 106 as the applications are not connected

Also the Parish Council would like to point out that the green notices have not been displayed notifying local residents.

P2414/10/FUL Change of use and extensions of former agricultural buildings and land, provision of staff welfare facilities and siting of containers, yard office and generator, extensions to smokery and re-arrangement of car parking areas to separate staff and customers, provision of improved drainage facilities, underground fish store and water tanks together with associated landscaping, CCTV pole and extension to existing restaurant opening hours to 21:00 on Fridays (Retrospective). (Revised plans)

Decision by 18.10.11

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- Are in receipt of the full facts and all amended plans.
- Question why the Environment Agency is insisting on a Section 106 as the applications are not connected

Also the Parish Council would like to point out that the green notices have not been displayed notifying local residents.

One of the parishioners felt that the Smokery had completely outgrown the site this was evident with parking now taking place on the field which is a breach of planning law. Brian Griffin explained that the Smokery apparatus had to be moved outside of the Smokery building to the new extension. One of the Councillors pointed out although an application (P2414/10/FUL) had been submitted no works should take place until planning permission had been granted. This should be pointed out to the FODDC that activities were going on without planning permission. No green notices had been put up by FODDC.

Questions were raised how the applicant would dispose of 600 loads of clay and why the EA requested the Section 106. Brian Griffin said that the section 106 would stop the applicant “cherry picking” which application he wanted to do.

P2009/11/FUL Elton Farm, Elton: Change of use of agricultural field (maize maze field) for an adventure maze, including a parking area and erection of a log cabin. Use of existing access.

Decision by 1.11.11

Comments to the Forest of Dean District Council:

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

Following the site inspections held on Saturday, 24 September the following comments were sent to the FODDC regarding the applications:

P1747/11/FUL Briardene, Wintles Hill: Erection of triple detached garage with first floor accommodation:

Comments for the Forest of Dean District Council:

Having visited the property, it is clear that the intended detached garage would be a major new development on the site. With its first floor accommodation with its footprint not much smaller than the existing house, it could even be considered disproportionate to the house, and to a passer-by, with its four upstairs dormer windows, downstairs windows, and the existing access to the A48 road, from most sides the intended new building would present the appearance of second dwelling on the site. Also, it would not take much to convert it to that purpose, since the site could be easily divided so that the existing property used the access from Stantway Lane and the new property the A48 access. Where that to be applied for, it would clearly be a development outside the Westbury-on-Severn village settlement boundary, and contrary to FOD Local Plan Policy (R)FH.6.

However, in planning law, we cannot guess at possible future intent or enter into pre-judgment. Therefore, other than having concern over the size of the proposed new building, we feel we can have no legitimate objection to the present planning application.

Nevertheless, should FODDC decide to grant planning permission we would wish to see at least one condition applied. That is, that the building should remain a detached garage complex for the foreseeable future.

P1595/11/FUL Woodland View, Northwood Green, WOS: Erection of a manege, agricultural storage building and re-roofing of an existing building and change of use of land to a mixed use agriculture and equestrian use.

Comments to the Forest of Dean District Council:

The Parish Council has **no objections** in principle to this application, but is concerned over the following aspects of the proposal:

- There is a difference in drafting between the application drawings as to the size and shape of the proposed manege and the positioning of the new building. These matters require resolution.
- It is clear that if the new proposed building and service apron are to be constructed to the north of the existing building it will have a massive visual impact upon the views to the west which residents of Poulton Court Farm have enjoyed for centuries. This visual impact would be of a magnitude that in our opinion infringes the relevant clauses of FOD Local Plan Policy (R)FNE.1. The matter could be resolved by repositioning the new building to the west of the existing farm building and repositioning the manege as appropriate, e.g. to the south or west in the field.
- Concerned that the current visibility splays at the entries to the properties will present a road safety hazard to vehicles associated with the proposed increase in equestrian activities when leaving the property.
- It is also noteworthy that the "building to be re-roofed" is currently nothing more than 3 walls remaining to less than head height.

The Parish Council would suggest that the applicant be called upon to considerably rework the plans and proposals before a judgment over granting permission or otherwise can be arrived at.

b) Decisions & Appeals:

P0980/11/FUL Little Beggars Bush, Hartland Hill, Minsterworth: Alterations and extensions to existing dwelling (Demolition of existing single storey extensions) **Granted**

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 – **Granted**

P1224/11/FUL The Bungalow, Bollow: Erection of a replacement dwelling – **Granted**

P1340/11/FUL The Lodge, Upper Rodley Road, Bollow: Erection of a replacement dwelling and change of use of land from agricultural to residential use – **Granted**

P1409/11/FUL WOS CofE Primary School, The Village, WOS: Erection of a covered outdoor area - **Granted**

Decisions:

Appeals: None

Appeal Decision: None

c) Site Inspections: None

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- 31 October 2011	646.17	Cheque No: 001420
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There is no tax or National Insurance to be

Deducted due to overpayment in April

Inland Revenue – NI for PC	7.88	Cheque No: 001421
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A48 subscription due 23.11.11	8.00	Cheque No: 001422
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Countryside Maintenance: 9 th Cut	435.00	Cheque No: 001423
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Accounts for Payment	£1097.05	
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Receipts

Western Power Distribution UG Cable M' worth	5.75	
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FODDC – second half of precept	8075.00	
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Deerhurst Parish Council– contribution of Cost of printer toner	7.00	
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Minsterworth Parish Council – contribution of Cost of printer toner	10.00	
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Total Receipts	£8097.75	
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c) Half year budget to 30 September 2011 – The Clerk took the Councillors through the report – the clerk pointed out at the start of the year the opening balance was £2,000 better than forecast and the £2,600 allocated for election expenses was not needed so the Parish Council was in a much healthier than forecast.

8 GAPTC MATTERS: The Clerk reported that Councillors Brooke and Townsend were not attending the BGCCC on the 8 November 2011.

Councillors Evers reported following the AGM:

- Interesting meeting that was well attended by 40 Councils
- The first two propositions went through OK but the third was withdrawn
- There were some lively debates
- Presentation from David Chater from Nalc about the Localism Bill stating that once this was in place this should allow Parish and Town Councils a better chance to shape the way their Communities are developed in the future.
- The Charter is to be reviewed

9 MATTERS ARISING:

a) Burial Ground – Reseeding area where compost heap – Councillor Townsend said that the grass seed had started to germinate.

Fence Repairs – Following last month's meeting the Clerk had asked three fencing contractors to quote for removing the field gate and replacing with post and chainlink fencing to straighten the fence. All of the contractors said that the posts were rotten and were not worth repairing, the chainlink was rusting and it would be cheaper to put in stock proof fencing. Also another 15 metres of fencing was required as the current fence was falling down and this was on the left hand side before the field gate. The Chairman felt

that the chainlink fencing looks much nicer and questioned whether the current fence could just be staked. The clerk read out the quotes as follows:

Countryside Maintenance - £700 plus the additional 15 metres of fencing

Evolution- £1610 inc the additional 15 metres

Russell Hayward - £430 inc the additional 15 metres

It was agreed to ask Russell to go ahead with his quote – Councillors spoke very highly of his work.

Since the last meeting the Head Teacher at the School had contacted the Parish Council regarding the repairs that were required to the an area of fencing by the School. Councillor Townsend met with David Crunkhurn and after the meeting circulated some pictures of the necessary repairs required. He showed the fence to Russell when they were at the Burial Ground and he quoted £266 which the Councillors agreed to accept.

b) Play Area – Councillor Green said that he had tried to contact Chris Sweet but it would appear that he is on holiday. He has left a message for Chris to contact him.

Councillor Townsend reported that he had carried out the three monthly inspection and reported as follows:

- An area needs to be reseeded and Councillor Ensor said she would be able to give Councillor Townsend some more grass seed for this area.
- An area of pig wire was down
- A slide cap was missing – Clerk to obtain a new one.
- Stepping block were showing signs of wear. Monitor.

c) Highway Matters:

Seminar –Councillors Phelps and Brooke attended the seminar. Councillor Phelps reported that GCC has built two snow domes and has 11,500 tonnes of salt which should be enough for the winter. Launched “Meeting the Challenge” with three elements – Community Action- Glos Highways (GH) give support and tools to carry out work within the Community for example snow wardens and grass cutting, Community Match – If there is a scheme the community badly needs GH will match-fund the cost to enable this to happen for example footway resurfacing or community safety schemes and Community top-up – GH provide a product list of services and items that Communities can buy directly for example extra gully cleaning or traffic monitoring services. They met Councillor Vernon Smith, Highways Champion who wished to meet with Parish Councils. It was agreed that The clerk should set up a meeting along with Councillors Brooke, Townsend, Phelps and the Chairman for a tour of the Parish.

Hand Spreader – Councillor Phelps reported that he was meeting with Richard Gray to go through how to use this.

Bus Review – Councillor Broke reported that on the second phase they were reviewing the service that goes around Rodley and then Northwood Green where often the bus is full.

Grit Bins– Councillor Phelps said that it be beneficial to have bins on the additional locations:

- Poulton Court x 2
- Ley lane (just before the A48)
- Emmings Hill
- Blaisdon Road by weighbridge

He had some blue containers but the Clerk needed to arrange for these to be filled.

Councillor Landon said that she would put in the Wosp that when residents used the grit from the bins to use sparingly as sprinkling works just as well.

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

Drainage Issues (Northwood Green towards Blaisdon) Clive Saunders is awaiting a report from their Drainage Team before progressing any works.

Erosion of the River Bank –Jenny Wilks willask Gareth Toft to provide an update.

Church Lane – the Safety Inspectors will visit the site.

Upper and Lower Ley – Although the road closure notice says no access – the Clerk had confirmed that access will be in order for residents, carers etc.

d) Closed Churchyard: Clearing Project – The Churchyard is looking very good.

Armoured Cable – Councillor Green had looked at this and there was not enough slack in the cable to bury it in the ground or cleat it. Councillor Landon said that perhaps with the works to the Tower maybe

the cable could be dealt with at the same time – she said she would speak with Neil Tappin.

Kissing Gate – There was no problem with the gate had just been lifted off its hinges maybe by the grass cutting contractors – back in place now. The side gate is loose in its fixings but it was agreed to monitor.

Working Party – This took place and good work was carried out. The Chairman reported that he had carried out the weed killing and also set fire to the large pile of rubbish.

Table Toombs – Councillor Landon reported that someone had volunteered their son to do a survey of the Table toombs and then this could be completed in stages.

e) GCC – Disposal of surplus GCC land at Colchester Close – The Clerk confirmed that she and County Councillor Mcmillan had emailed Lindsay Reid about this land being an area of open space and used by children as a play area and villagers general enjoyment for the last 20 years and as a consequence wanted GCC to offer the land to the Parish at a nominal sum. Lindsay Reid had replied stating that GCC must continue to advertise the land locally and on the GCC's website in line with the procedural requirement to release it in line with GCC's disposals policy however it unlikely to fetch a significant sum. Details of the property had been received and circulated to Councillors along with an email from Lindsay Reid providing the Council with advanced notice of GCC's intentions in case they wish to compete for its acquisition or if the PC has any comments or queries about the property. They will be marketing the land from 3 October 2011. On the sale particulars it states that "The Buyer to pay £500 towards GCC's legal and technical costs associated with the sale".

A matter generated a long discussion as to the best way forward with this. Councillor Radley felt the Parish Council had pursued with claiming it as a Village Green when discussed sometime ago. Another Councillor suggested putting a "charge" on the land to block a sale but this would involve solicitors fees. It was finally agreed that the Parish Council would offer £1 for the land which if successful they would then be committed to pay the £500 legal fees and notify GCC that the Parish Council intend this area of land into a Village Green. Councillor Evers said he would liaise with the Clerk regarding this.

f) Adoption of Kiosk in Northwood Green – The contract had not been signed and sent off as this had not been a straightforward process. Regarding the electricity supply the Clerk read out an email received that day from BT confirming that BT will continue to supply and pay for the electricity up to the point where they will decide to disconnect the supply when they will also pay for the disconnection but is likely to be 5 years away. There are absolutely no other charges other than the £1 to adopt the kiosk however maintenance, painting and insurance are likely to be the only costs. The Clerk reported that she had spoken with the Insurance Company who confirmed that the additional premium for insuring the kiosk would be £46.27 for an eighth period which is the remainder of the insurance year. The Councillors felt that the kiosk had been there for so long and nothing has happened to it that the PC would not cover it for accidental damage. The Councillors instructed the Clerk to sign the contract and send it off with the £1 cheque.

Councillor Townsend said that he had contacted Simon Brown at SVW who said he would take a look at the shelter and could sponsor the painting of it.

g) Firework Display- The Clerk confirmed that she had informed Gloucestershire Fire, Police, the local PC Sharon Duberley and the Insurance Company who had sent out their special events leaflet however nothing had changed since last year. It was agreed that Councillor Phelps would like the bonfire.

h) Risk Assessment – It was agreed to defer this to next month however the Clerk agreed to send out the Bus Shelter check list forms for completion.

i) Emergency Planning – It was agreed to defer this to next month.

10 CORRESPONDENCE

a) The Queen's Diamond Jubilee – It is planned to light 2,012 Beacons throughout the United Kingdom, Channel Islands, Isle of Man, UK Overseas Territories and the Commonwealth on Monday, 4 June 2012. It was agreed to consider this matter next month.

11 MATTERS RAISED FOR NOTIFICATION:

Kidz Project – Youth Project – Evenings entertainment Friday, 11 and Saturday 12 November at the Parish Hall.

Faster Broadband in Gloucestershire – The Clerk reported that the survey had gone live and asked all Councillors to complete it and encourage as many people as they know to complete it. It can be accessed

on www.gfirst.co.uk/broadband. Councillor Landon said she would promote this in the next edition of The Wosp.

The meeting closed at 9.35pm.