

WESTBURY-ON-SEVERN PARISH COUNCIL

Minutes of the Meeting held on Monday, 19 September 2011 in Westbury Parish Hall.

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

Parishioners: 0

In the absence of the Chairman the Vice Councillor Evers took the Chair.

1 APOLOGIES: Councillors Brooke and Radley and District Councillor Edwards. The Chairman would be late.

2 MINUTES OF MEETING: The minutes of the meeting held on Monday, 18 July and Monday, 10 August were agreed and signed after two typos were corrected from the July minutes.

3 DECLARATION OF INTEREST:

4 PUBLIC COMMENT: None present

5 PLANNING MATTERS

a) Applications:

P1631/11/FUL Frowens Farm, Frowens Lane, WOS: Erection of an agricultural building
Decision by 13.9.11 (extension to 20.9.11)
Comments to the Forest of Dean District Council:
The Parish Council has **no objections** to this application.

P1652/11/FUL Leycott Farm, Lower Ley Lane, Minsterworth: Installation of 45 solar panels on the roof of an existing agricultural building
Decision by 21.9.11
Comments to the Forest of Dean District Council:
The Parish Council has **no objections** to this application.

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

P1747/11/FUL Briardene, Wintles Hill,, WOS: Erection of a triple detached garage with first floor accommodation.
It was agreed to hold a site meeting on Saturday, 24 August meeting at 10.30am to visit the above two properties.

P0676/11/FUL The Grange, Grange Court Road, Northwood Green: Single storey alterations and extension to main dwelling and construction of a garage/annexe/holiday let. Creation of new vehicular access and closing of existing vehicular access – Revised plans of the elevations of the proposed garage.
Decision by 28.9.11
It was agreed that the following would be sent:

The Parish Council notes that the application has taken on board the Parish Council's comments made on the 21 June 2011 however is concerned over the ease it may be to convert this garage into a residence. To avoid setting a precedent the Parish Council request that a condition be imposed that a change of use is not possible.

The Following application was considered prior to the meeting:

P0980/11/FUL Little Beggars Bush, Hartland Hill, Minsterworth: Alterations and extensions to existing dwelling (Demolition of existing single storey extensions) – Revised plans. The Parish Council had **no objections** to the revised plans.

b) Decisions & Appeals:

Decisions:

P1254/11/FUL Poppyfield, Walmore Hill, Minsterworth: Proposed detached horticultural storage building - **Granted**

P1312/11/FUL The Heald, Rodley Road, Rodley: Erection of a single storey extension – **Granted**

P0040/11/DISCON Rodley Court, Rodley Court Road, Rodley: Discharge of condition (06) (noise screening) on P0817/10/FUL – **Granted**

P1120/11/FUL Upper Ley Farm, Upper Ley, WOS: Erection of agricultural storage building to store bedding and fodder – **Granted**

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 – **Granted**

P0709/11/FUL Stantway Court, Stantway Lane, WOS: Single storey side extension to barn- **Granted**

Appeals: None

Appeal Decision: None

c) Site Inspections: None

d) Removal of hedge at Hill Cottage, Blaisdon – Councillors looked at several pictures from Google Earth of the hedge before it was taken out. It was agreed that this was not a boundary hedge, there were no trees in it and as it was not much of a hedge originally the Parish Council would not take this matter any further. Clerk to write back to CPRE.

6 FINANCIAL MATTERS:

a) Internal Audit – Councillor Landon 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 September 2011	646.17	Cheque No: 001413
There is no tax or National Insurance to be Deducted due to overpayment in April		

Inland Revenue – NI for PC	7.88	Cheque No: 001414
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GAPTC – Training Courses for Cllrs Townsend And Brook	160.00	Cheque No: 001415
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Northwood Green playing field rent	10.00	Cheque No: 001416
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Chairman's Expenses	25.00	Cheque No: 001417
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Mrs F J Wallbank:

Half yrs room rental 1.4 –30.9.11	50.00
¼ year's telephone rent	36.00
Traveling expenses	73.35
Tel/broadbank calls (£5 per month)	30.00
Photocopying expenses	21.80
Petty Cash restoration	12.68

Reimbursement of printer cartridge	29.99		
	<u>VAT 6.00</u>	259.82	Cheque No: 001418
BT – adoption of kiosk in Northwood Green		1.00	Cheque No: 001419
Accounts for Payment		£1109.87	

Receipts

Tylers Memorials– memorial headstone for the Late Richard Cartmell		53.00
Total Receipts		£53.00

7 GAPTC MATTERS:

The Clerk reported that the AGM is on Thursday, 13 October commencing at 6.30pm at Shire Hall. Councillor Evers said he would be attending and encouraged other Councillors to attend. He took the Councillors through the propositions and it was agreed as follows:

- Charlton Kings PC proposed that GAPTC calls upon NALC to request HM Government to set up a review as to how prosecutions and the issue of fixed penalty notices should be dealt with when bylaws exist on parking issues. Councillors were in favour of this.
- Hardwicke PC – that GAPTC oppose the Javelin Park incinerator. Councillors wished to abstain.
- Newent TC – that pressure be put on GCC to give greater priority to its road maintenance, hedging and grass verge programme throughout the County. Councillors were in favour.

Councillors Evers reported that the GAPTC annual fee recommendation from the Management Committee was 25.2p per electorate.

8 MATTERS ARISING:

a) Burial Ground – Rubbish – Councillor Townsend reported that he had put up the 2 notices, had a good clear up, burnt the rubbish that had accumulated at the top end. Been there today and more rubbish (dead flowers) had been left and also the metal gate in the left hand corner has fallen down. He managed to re-erect the gate. Also the fence is in bad condition. It was agreed that the Clerk should obtain three quotes and to replace the gate with post and rails and make good the fence.

Reseeding area where compost heap – As previously stated Councillor Townsend volunteered to do this work but needed assistance with getting his rotavator to the site. Councillor Green said that he would take it down in his van. Councillor Ensor gave some grass seed and said if more was required this could be sorted.

Fence – It was reported that the neighbour was having a conservatory built on the back of her property and access has been made much easier without the fence. Continue to monitor.

b) Play Area – The Clerk reported that Greenfields had inspected the prints in the wetpour and said that obviously someone had done this before the surfacing was completely dry. It was agreed to leave them however Clerk to ask about the edges peeling back. She had also received an email from Chris Sweet about some outstanding jobs that needed to be carried out at the Play Area – also he had some yellow paint and a special tool to fit bolts. Councillor Green agreed to contact Christ Sweet and arrange to pick up the items.

County Councillor McMillan and the Chairman entered.

c) Highway Matters:

Seminar –Monday, 10 October – Councillors Phelps, Brooke and the Chairman to attend.

Grange Court Road – Notification received that this road will be closed within the period 14-25 November to carry out carriageway resurfacing. The Chairman and Clerk had taken this up with Jenny Wilks as they understood the water main is being replaced along the road and did not want it dug up after it was resurfaced. Jenny Wilks had replied that they are aware of the planned water works and the closure is for some carriageway patching. The water works are planned for January and then Highways intend to surface dress the road once all water works are completed. This will probably be in the next financial year. Councillor Phelps had spoken with the Manager of SVW regarding this road closure

which he was aware of and they would be using an escort system taking lorries over the level crossing. Thankfully it was their quiet time of year.

Road Closure – Bury Court Road – 10-17 October for electrical works.

Grit Bins– Councillor said that current bins had been replenished. Councillors to check where it might be beneficial for other bins and report back next month – maybe Poulton Hill.

Erosion of River bank at The Dinney –County Councillor McMillan reported that Glos Highways are awaiting input from the EA. Councillor Evers reported that another tree was heading for the river.

Footpaths Maps – Peter Maunder had asked a colleague to create an up to date set of maps for Westbury. These had still not been received.

Jordans Hill/Railway Embankment – Clerk had spoken to Network Rail and they agreed to arrange for the vegetation to be cleared.

Ditch Clearance – The ditch between Sunnybank and Emmings Farm has still not been cleared. Richard Gray said that it is the riparian owner’s responsibility.

Drainage Issues (Northwood Green towards Blaison) Following the site visit with Jenny Wilks she reported this to Clive Saunders who would work with their drainage team to resolve/improve the situation.

Church Lane – Needs some attention – Clerk to report

Upper and Lower Ley – this road has been assessed by Highways. Notification that the road will be closed from 31 October to 16 November for carriageway resurfacing.

d) Closed Churchyard: Clearing Project – The “team” had done a fabulous job clearing the Churchyard. Clerk had sent a “thank you” email to Lisa Walker. In future the Community Payback Scheme will be charging £100 per day for their supervisors.

Armoured Cable – It was agreed that this could be “dug-in” at the working party on the Saturday, 8 October 2011 at 10am.

Kissing Gate – Reports had been received that this was off its hinges and also the little gate by the Churchyard required attention. No decision was made regarding these matters.

Tombstones – Several people have shown an interest in producing a list of the tombstones. Councillor Landon spoke with Clive from the Community Payback scheme about possible Grant Aid for the repair of the table tombs however if a number require attention it may be best to commission a report which can be used as a basis for making decisions about priorities. Preparation of a report will usually cost at least £500 plus VAT however the Church Buildings Council is often willing to cover most if not all of this cost from its reports fund. It was agreed that Councillor Landon would make some enquiries.

Working Party – It was agreed that a working party would take place on Saturday, 8 October from 10am onwards.

e) GCC – Disposal of surplus GCC land at Colchester Close – Clerk had forwarded the email from GCC with the agenda. One of the Councillor’s asked County Councillor McMillan if he knew whether GCC would be considering a peppercorn or commercial price – CC McMillan thought it would be a commercial price. Councillors felt that as the land was an area of open space, used as a children’s play area, not developable, no access and kept in good order over many, many years by a local parishioner that GCC should offer it to the PC at a peppercorn rent. The PC was in total agreement that they would strongly object to any proposed development. It was agreed that the Clerk should liaise with Councillors Evers about a response to GCC and copy in CC McMillan who also agreed to send a response.

f) Adoption of Kiosk in Northwood Green – Several Councillors were concerned about the reports in the press that a Parish Council who adopted a kiosk had received an extremely high electricity bill. Councillors Townsend said that in Mayhill their kiosk is sponsored by The Glass House and was wondering if the Councillors were in agreement for him to approach Severn Valley Woodworks. It was agreed that Councillor Townsend should look at the contract prior to signature and he should approach Simon Brown at SVW

e) Firework Display- It was agreed that the Parish Council would again organize the firework display on Friday, 4 November 2011 and that the Clerk would speak to the Insurance Company and send letters to Glos Police and Fire informing them of the event.

h) Cider Festival, Adsett – The Chairman reported that a de-brief meeting was held at the FODDC offices on the 13 September which was attended by the applicant, Police, Highways and Council Officers. The outcome of the meeting was that if the applicant should apply for a similar event next year

then minor improvements to facilities and additional stewarding would be required, but in general there no issues of concern raised by any agency and no complaints about the event were received by the Police or Council. The Clerk confirmed that she had not received any complaints either. Several Councillors said that they had received a few concerns namely next year no Chinese lantern or firework and better signage. The Clerk said that the organizer was having problems with someone taking down the sign as soon as his staff had put them up.

9 CORRESPONDENCE

a) **Upgrading of Electricity Equipment WOS CofE Primary School** – Notification that Western Power Distribution will be installing an upgraded transfer onto the existing 'H' pole structure and it may be necessary to install additional buried earth wire in the vicinity of the substation. Clerk to sign contract. WPD will contact the PC in advance of carrying out any work in order to agree access etc.

10 MATTERS RAISED FOR NOTIFICATION:

Parish Supper – Saturday 1 October tickets £8 per person.

Waste Collection – The Chairman reported that he had just attended a meeting at the FODDC about this matter and as from April 2012 normal waste would be collected fortnightly and everyone would be provided with a wheelie bin and also a food caddy. There would be an annual charge of £26 per household for garden waste to be collected

The meeting closed at 9.35pm.