

## WESTBURY-ON-SEVERN PARISH COUNCIL

Minutes of the Council Meeting held on Monday 20 March 2017 in Westbury Parish Hall.

**PRESENT:** Councillors - P Brooke  
P Ensor  
C Evers – Chairman  
J Henry  
D Landon  
S Phelps – Vice-Chairman  
M Townsend  
Mrs F Wallbank – Clerk  
County Councillor B Robinson (partial attendance)

Members of the Public: 0

**1 APOLOGIES:** Councillor Radley and District Councillor R Boyles

**2 MINUTES OF MEETING:** Minutes of the meeting held on Monday 20 February 2017 were agreed and signed.

**3 DECLARATION OF INTEREST:** Councillor Phelps declared he was a Governor of Westbury School and a Church Warden of Westbury-on-Severn Church.

**4 PUBLIC COMMENT: None**

### 5 PLANNING MATTERS

#### a) Applications:

**P0259/17/FUL** Land at Westbrook House, The Village, WOS: Erection of a detached dwelling and associated works

Comments to the Forest of Dean District Council:  
The Parish Council **supports** this application.

**P0287/17/FUL & P0288/17/LBC** Rock Farm, Rock Lane, WOS: LBC for the erection of a five bar gate into existing gap in the boundary wall

Comments to the Forest of Dean District Council:  
The Parish Council **supports** this application.

#### b) Decisions:

**P1632/16/FUL** Bransdon, Upper Rodley Road, Bollow: Erection of a triple garage with attic room above. Conversion of garage approved under P0459/15/FUL to ground floor gym and cinema and office room above – **Granted**

**P0019/17/FUL** The Paddock, Ampney Lane, Northwood Green: Erection of a single storey rear extension. Demolition of conservatory and single storey extension - **Granted**

**P1592/16/FUL** Crowgate Cottage, Crowgate Lane, WOS: Erection of a replacement dwelling and relocation of the existing vehicular access. Demolition of existing dwelling and its associated buildings – **Application withdrawn**

**P1701/16/FUL** Grange Court Farm, Grange Court Road, Adsett: Erection of a lambing shed - **Granted**

#### c) Site Inspections: **None.**

*County Councillor Robinson entered:*

The Chairman invited County Councillor Robinson to give his report as he had other meetings to attend. County Councillor Robinson reported as follows:

- Budget has been agreed as per the proposal 1.9% increase with an additional 2% for Adult Social Care as allowed by the Government
- £9M has been allocated to the Roads for 2017/18. Funds still available for the Lengthsman Scheme and he will receive an additional £30,000 for his Highways Local Scheme

- Overall more tarmac is being laid than just potholes being filled. There is currently a £8M deficit to bring the roads into an OK condition.
- Road Safety Scheme – he was looking to raise £2,000 from his 24 Parishes and to date has raised £1500. Has met with the Commissioner, Martin Surl who has requested that he wrote in formally and he would consider his grant.

The Chairman reported to Cllr Robinson that he and Councillor Phelps had met with Mr Grey and several Amey representatives.

- They had studied the proposals for the road markings in the Village and these proposals had been brought to the February Parish Council meeting.
- Pedestrian Crossing – this had been discussed and the favoured position for one in the Village would be the Water Gardens side of the village closer to The Red Lion Pub. Mr Grey had said if the Parish Council wanted to take this forward they would have to pay for a feasibility study at a cost of £800. At the February meeting the Councillors had agreed to wait and see if the proposed remarking of the Village roads has any impact in slowing down the traffic through the Village. Councillor Phelps reported that he had spoken to Councillor Boughton at Littledean Parish Council who confirmed that Littledean PC had to match fund the project of installing the pedestrian crossing with £14,000.
- They had driven around the Rodley area showing Mr Grey and his colleagues the other areas of Rodley in serious need of some urgent resurfacing works. The Chairman also brought to CC Robinson's attention the bad flooding outside Mrs Wood's property in Rodley – Clerk to forward a copy of the email.
- VASS – PC has just received a copy of the contract that GCC Highways would expect the PC to sign before the VASS units can be purchased and erected. One of the conditions is that the units are moved every 2 weeks, which is impractical and would be very time consuming. At the meeting with Mr Grey he agreed that the PC could attach the VASS units to existing street furniture to avoid erection of further posts.
- The Dinney bank is further eroding and needs to be monitored on a regular basis.

## 6 FINANCIAL MATTERS:

**a) Internal Audit** Councillor Hill agreed to carry out the internal audit.

### **b) Accounts for payment and receipts:**

Mrs F J Wallbank:

Salary – 1- 31 March '17 698.31

Less NIC	2.78	695.53	Cheque No: 001729
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Inland Revenue:

NIC FJW 2.78

NIC PC	2.64	5.42	Cheque No: 001730
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Mrs D Landon reimbursement of the cost of Printer cartridges for the reproduction of the WW1 Leaflets for 2015, 2016 and January & February of 2017

303.37	Cheque No: 001731
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Mat Hale Tree Surgery Ltd: Tree works to Tree in Northwood Green Playing Field as Per quotation 180.00

<u>VAT 36.00</u>	216.00	Cheque No: 007132
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FODDC – Garden waste licence for the Burial Ground

30.00	Cheque No: 001733
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Northwood Green Playing Field Rent For the period 1.10.16-31.3.17

10.00	Cheque No: 001734
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Chairman's Allowance – second half year	25.00	Cheque No: 001735
Lydcare - donation towards Transport Scheme For 2016/17	200.00	Cheque No: 001736
<b>Accounts for Payment</b>	<b>£1485.32</b>	

### Receipts

M S Watkins Burial Fees in connection with the late:

F Wherrett	315.00	
D Miles	<u>135.00</u>	450.00
<b>Total:</b>		<b>£450.00</b>

### Any Other Financial Matters:

**Audit for the year ended 31 March 2017:** The Clerk asked if the Councillors were happy for Mrs Shirley Fowler to carry out the internal external audit at the same fees as last year ie £58.00. The Councillors were very happy to continue using the services of Mrs Fowler.

**7 GAPTC/NALC MATTERS:** The Chairman reported that he had attended a County Committee Meeting and confirmed that the GAPTC AGM will be held on the 15 July, and Calls for Resolutions need to be received by Friday, 2 June 2017. Also, GAPTC is considering holding another joint training event with CPRE as the previous one's on planning were very well attended.

It was agreed that the Parish Council would resubmit a Resolution relating to retrospective planning applications suggesting applications should be subjected to a penalty of say double fees. Clerk to draft a resolution for circulation to Councillors prior to the April meeting.

### 8 MATTERS ARISING:

**a) Play Area:** Nothing to report

**b) Highway Matters: See above for earlier discussion**

**Bus Shelter Elton:** The Clerk reported that she had finally got the go ahead from the Insurance Company that the charred debris of the shelter could be removed. Councillor Ensor said that her son had volunteered to carry out the work. It was agreed to accept his offer and that he should be able to submit his expense invoice for the work to the PC.

A discussion took place on whether the bus shelter should be replaced. It was agreed that the Clerk would produce a laminated sign seeking people's views whether there was a need for a replacement shelter. Councillor Henry said he would put up the notice at the current site.

**Weed Spraying:** Mr Grey had asked the PC what areas they would like included in the weed spraying scheme and the Councillors agreed that they would like to see both sides of the pedestrian footway along the A48 included in the weed spraying scheme.

**Ivy by Mr Sterry's yard:** It was agreed that some copper nails should be driven into the ivy to kill it. It was agreed to purchase some copper nails and Councillor Henry agreed to undertake the job.

**Road around St John's point:** The road is in a dreadful condition. Clerk to report to Mr Grey.

**Bus Stop opposite Severn Bore:** Following the gas replacement main works by the bus stop it is now not possible to stand on the pavement as such much debris has been left. Clerk to report.

**c) Footpaths:** Councillor Townsend reported as follows:

- A couple of stepping stones have been put in by The Jigsaw, Ampney Lane as people found it difficult to get over the stile.
- He has replaced some way marker posts in Ley Woods
- He is still chasing the agent to clear some trees that have fallen

**d) Burial Ground – Consecration of additional land:** Councillor Brooke reported as follows:

1. Before planning application can be submitted the design of the gate must be agreed. The Chairman circulated some brochures and after some consideration the Councillors agreed on the design of the gate.
2. March 9<sup>th</sup>, met with the School/GCC – along with the Governors they appreciate all the efforts that the PC has gone through. The County Council have said that under the present lease we can only take back 500 square metres. Since the meeting GCC have come back to say that, unfortunately, a Junior pitch won't fit on the amount of playing field left over via our plan and so they are getting their

Landscape Architect to come up with the three options and costs. These were being discussed by Governors and GCC and they would get back to the PC with some proposals. These are still awaited.

3. New rent - PC are waiting to see what the County Council propose in terms of rent etc. GCC have been asked to give the PC a sensible figure, and not a negotiating one, so things can move forward.

The Chairman reported that he had spoken with Mr Matthews who rents the field at the bottom of the Burial Ground and he is very happy to give up his tenancy of the field for it to be used as the school's playing field. It was agreed that the Clerk should email Hayley Fearnside at GCC with this information.

**e) The Strand:** The Clerk confirmed that the signs were ready for collection. Councillor Henry said that he would collect the signs. A letter is to be sent to the surrounding residents before the sign is erected, which Councillor Brooke said she would draft for the Clerk.

**9 CORRESPONDENCE:** None

**10 MATTERS RAISED FOR NOTIFICATION:**

**Closed Churchyard Path:** Councillor Phelps reported that he had obtained advice on how to deal with the algae on the path which is causing it to be very slippery. The recommendation is that the path should be pressure washed at a low pressure to avoid damaging any of the stones. Currently the PCC is undergoing dialogue with Historic England about funding for the spire restoration and one of the grant conditions is that the Churchyard should encourage natural habitat promoting and enhancing wild flowers similar to the Caring for Gods Acre Project.

**Refuse Bins:** Councillor Phelps spoken with the FODDC about the refuse collectors leaving the bins in positions that could cause accidents. He was informed that it is the owners responsibility to bring the bins in at the end of the day. Councillor Brooke said that it was more the fact that they were left in dangerous positions by the waste operatives, especially in Newnham High Street – next time she saw this she would take some photographs.

**Electoral Review:** FODDC are currently reviewing all ward boundaries. Currently there are 48 District Councillors and the proposal is to reduce this figure to 39. A public consultation on the matter is due to start in April.

**11 DATE OF NEXT MEETING:** Monday, 24 April 2017 commencing at 7pm

The meeting finished at 9.43pm