

WESTBURY-ON-SEVERN PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 18 December 2017 in Westbury Parish Hall.

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

Members of the Public: 5 (partial attendance)

1 APOLOGIES: District Councillor R Boyles.

2 MINUTES OF MEETING: Minutes of the meetings held on Monday 20 November 2017 were agreed and signed.

3 DECLARATION OF INTEREST: None

4 PUBLIC COMMENT: Received

The Chairman brought agenda item 9a) forward:

9a) Music Festival Elton Farm, Elton: The Chairman reported that the Parish Council had written to the District Council but to date had not received a reply other than the email had been passed to ERS Team as a Noise Complaint. Copy of the PC's email to be sent to Mr Humphries for his information.

5 PLANNING MATTERS

a) Applications:

Following a site meeting the following comments were agreed and sent off prior to the meeting:

P1767/17/LBC & FUL La Masia, Stantway Court, WOS: Construction of new stone porch and enclosure of existing car port to form garage

Comments to the Forest of Dean District Council:

The Parish Council **supports** this application

P1671/17/FUL Gamage Court, Lower Ley Lane, Minsterworth: Establishment of an equine livery yard involving the conversion & alteration of buildings with new access & parking, erection of indoor riding arena & change of use of land for equine grazing (Partially retrospective)

Comments to the Forest of Dean District Council:

Paying due cognisance to the reuse of redundant farm buildings and farm diversification to maintain sustainability, Westbury-on-Severn Parish Council has no objection in principle to the establishment of an equine livery yard on part of Gamage Court Farm, and to this end we support the intended conversion, upgrading, and change use of the existing buildings. However, the Parish Council does have a number of reservations with regard to various aspects of the current planning application. [Full comment available on request or on the FODDC website].

These applications were discussed at the meeting:

P1849/17/FUL Adsett Farm, Adsett Lane, WOS: Retrospective change of use of barn to retail and auction house use, including associated storage, car parking and proposed increased width of access road.

Comments to the Forest of Dean District Council:

The Parish Council objects to this application as insufficient information has been provided as to activities and other activities that are taking place on the site.

P1859/17/FUL & P1860/17/LBC Rock Farm, Rock Lane, WOS: Conversion of barn into two holiday lets & associated external works

Comments to the Forest of Dean District Council:

The Parish Council has no objections subject to the Conservation Officer's concerns being satisfactorily addressed.

P1892/17/FUL Brookmead, Ley Lane, Minsterworth: Alterations to existing garage and use of accommodation above garage ancillary to Brookmead. (Retrospective)

The Parish Council object to this application as the building is not being used for the purpose planning permission was granted for.

b) Decisions:

P0095/17/DISCON Gatwick Farm House, Stantway Lane, WOS: Discharge of conditions 03 & 04 of P411/16/PQ3PA - **Approved**

P1577/17/FUL Brookmead, Ley Lane, Minsterworth: Erection of agricultural building (Revised plan) - **Granted**

Appeals: None.

c) Site Inspection: None

6 FINANCIAL MATTERS:

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

b) Accounts for payment:

Mrs F J Wallbank:

Salary – 1- 31 December '17	712.28		
Less NIC	3.87	708.41	Cheque No: 001778

Inland Revenue:

NIC FJW	3.87		
NIC PC	<u>4.45</u>	8.32	Cheque No: 001779

Westbury Parish Hall – Hire of hall for Parish Council meetings during 2017	203.50		Cheque No: 001780
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David Eggleton – Professional Fees for Carrying out the Flood Risk Assessment/ Hydrology Report as per quotation	4870.00		
	<u>VAT 974.00</u>	5844.00	Cheque No: 001781

Langley Wellingtons: Part payment of Professional fees	250.00		Cheque No: 001782
Accounts for Payment:	£7014.23		

Receipts

M S Watkins: Fees in respect of the late Joyce Mayo and Colin Bennett	270.00		
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WOS CofE School -rent due from the school:

Use of playing field	550.00		
Use of carpark	<u>150.00</u>	700.00	
Total:		£970.00	

c) PWLB Application – Approval of loan It was agreed to defer this matter as Councillors had not received the supporting paperwork for them to read.

d) Draft budget for 2018/19: Following a short discussion it was agreed to request a precept of £19,698 for the financial year 2018/19.

7 GAPTC/NALC MATTERS: The Chairman reported that he had attended a Management meeting and most of the agenda was taken up in looking at refreshing GAPTC over the next 5-10 years. The Clerk reported that she had been on the Data Protection course but felt that it was not tailored for Parish Councils and was run too early before the impact for Parish and Town Councils is really known.

County Councillor Robinson entered:

CC Robinson said he had nothing to report but welcomed any questions:

Q The Chairman said that the state of the roads are atrocious mainly around Rodley and although the A48 at Minsterworth was outside our area the conditions of this major A road was dreadful. Why?

A There has been a rearrangement of Highways Managers and Mr Rhodri Grey has moved to the Stroud area and Mr Andrew Middlecote is now the Highways Manager for Westbury. He suggested meeting with the new Highways Manager and having a tour of Westbury. Minsterworth is not his "area of responsibility" but would take it up with Highways.

Q During the recent snowy period Royal Mail suspended any deliveries for 4 days and it was nigh on impossible to contact Royal Mail. Important documents were held up and delayed legal works.

A Said he would take this up with Mark Harper MP.

8 MATTERS ARISING:

a) Play Area: Some of the swing seats are splitting. It was agreed that Councillor Townsend would pay attention to these on the 3-monthly inspection.

b) Highway Matters:

VAS Signs: The Chairman reported that we were still having trouble agreeing the locations for the signs and it seemed to him that GCC are doing everything in their power to prevent the Parish Council from getting the signs. The deadline for the grant is fast running out. CC Robinson said he would take this up with Mr Bullock and Mr Grey.

Proposed Improvement to White lines in the Village: Councillor Henry reported that he was updating the report for Glos Highways. CC Robinson said that the remaining works would be scheduled into the work programme, but no timeframe was stated.

c) Footpaths: Councillor Townsend reported that Amey has written to the owner of the ram in Rock Lane, and some trees were down on the bridle path after the heavy snow. More timber harvesting is required but is on hold as the wood is up for sale. Footbridge behind the Church has still not been done.

d) Burial Ground:

Offer of Memorial Bench: The Parish Council had been approached by a friend of the late Colin Bennett to place a bench in the Burial Ground as a memorial tribute to his friend. It was agreed in principle to allow the bench to be placed; however it would need to be made of hardwood and fixed to the ground. Councillor Phelps said that the PC would be liable for any ongoing maintenance of the bench and permission would be required from the Diocese; but if the PCC apply for the permission there would be no fee.

Councillor Henry said that he had seen a notice written by the Forestry Commission that after 10 years memorial benches would be removed. The Chairman asked him to research this and report back.

Progress on proposed extension: The Chairman and Councillor Brooke had met with the solicitor. Langley Wellingtons have agreed to take on the necessary legal works at a cost of £800 plus VAT and require £250 to commence works. It was agreed to proceed. Payments has been received from the school for the year 1 April 2017-31 March 2018. The land will have to be registered with land registry. Another meeting will be required with Langley Wellington in the New Year. Next step is to arrange a valuation of the land and it was suggested the PC contacts Richard Williams, Bruton Knowles and Voyce Pullin. Clerk to contact in the New year. The Flood Risk Assessment/Hydrology report has been received and circulated to Councillors for their information.

It is hoped to submit the planning application to the FODDC at the end of January/beginning of February.

Churchyard Wall: One quotation had been received, but in line with the Financial Regulations the Clerk said that the Parish Council needs to ask two other contractors for a quote. Councillor Townsend would

Speak to the Ben Kerslake of Carrington Lime and the Clerk would speak with the person Brian Joyce recommended.

f) Bus Shelter Review: Defer to next month.

9 CORRESPONDENCE:

a) Music Festival Elton Farm, Elton: See above

10 MATTERS RAISED FOR NOTIFICATION: None

11 DATE OF NEXT MEETING: Monday, 15 January 2018 commencing at 7pm.

The meeting closed at 9.15pm.