

# WESTBURY-ON-SEVERN PARISH COUNCIL

Minutes of the Meeting held on Monday 18 January 2016 in Westbury Parish Hall.

**PRESENT:** Councillors - P Brooke  
C Evers – Chairman  
J Henry  
D Hill  
D Landon  
S Phelps – Vice Chairman  
M Townsend  
Mrs F Wallbank – Clerk  
District Councillor R Boyles (partial attendance)

Members of the Public: 2 (partial attendance)

**1 APOLOGIES:** Councillor Ensor and Radley.

**2 MINUTES OF MEETING:** Minutes of the meeting held on Monday 21 December 2015 were agreed and signed after minor amendments were made.

**3 DECLARATION OF INTEREST:** None

**4 PUBLIC COMMENT:** Comments received see Highways – Rodley Road

## **District Councillor Boyles reported as follows:**

- Budget proposals are going forward with the public consultation complete- 1.99% increase is the proposed amount for the district, a £3.23 rise for the median band D property. The government settlement means that the district council will be £200,000 worse off than was predicted in the Medium Term Financial Statement. The proposed rise of 1.99 will bring in £89,300 a year
- FODDC are paying £194,000 each year to support the pension scheme
- Pay rise cost £46,000 for 1% increase, and takes more than half of the collected 1.99%
- Changes to employer national insurance due to single tier pension costs £136,000 extra
- FODDC are balancing the accounts by using set aside reserves, a reserve account planned to be used during the transition to 2020, and the shared services programme.
- The demolition of the old council office buildings at Coleford is going ahead.
- The health and well-being cabinet lead group reports that the work of the district council in the area of dementia has been recognised as of a very high quality
- The Councils commercial property portfolio is 100% let: 38 commercial units a mix of starter business units and other commercial plots. Revenue £202,000 a year
- The cabinet are reviewing opportunities to invest in further commercial start up business units to encourage and support the development of business and jobs in the Forest of Dean

*He left the meeting due to illness*

## **5 PLANNING MATTERS**

### **a) Applications:**

**P1803/15/FUL** Rodley Court Cottage, Bury Court Road, Rodley: Replacement dwelling and detached car port/garden store. (Demolition of existing dwelling)

Comments to the Forest of Dean District Council:

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

The Councillors had a site inspection on Saturday, 9 January to look at the following application:

**P1561/15/FUL** Cyprus Cottage, Walmore Hill, Minsterworth: Two storey extension to side and adjoining garage, demolition of existing garage, porch and sheds and demolition of single storey extensions to sides.

Comments to the Forest of Dean District Council:

The Parish Council has **no objections** to the proposed building works subject to the access to the property being limited to one vehicular access rather than two as shown on the plans.

**b) Decisions:**

**P1694/15/LBC & P1693/15/FUL** Elton Court Farm, Elton: Proposed conversion of existing garage to form additional living accommodation associated works inc installation of windows and blocking of existing garage opening, insertion of flue and associated part demolitions of walls and roof (revised scheme) - **Granted**

**P1535/OUT** Sunny Bank, Northwood Green: Outline application for the erection of a detached bungalow - **Granted**

**Appeals: None**

**c) Site Inspections: None**

**d) Two Rivers Housing – Car Parking:** Councillor Brooke as follows:

1. On 8<sup>th</sup> December 2015 Stephen Ingram (Two Rivers Housing) notified the PC that work was to commence on creating additional parking on 11.1.16 and on 25.1.16 to demolish the garages in preparation to build the 4 housing units (2 flats and 2 houses).
2. The PC are very disappointed to see that the original car parking spaces are as originally proposed and ignore the suggestions made by 3 of our Councillors at a site meeting with Mr Ehora (TRH) on 28.7.15. We all felt after this meeting that Mr Ehora was very sympathetic to the issues raised, the need for additional spaces (to stop parking on the green area) and the provision of bollards to protect the green area from illegal parking.) After the meeting he was going to consult with the residents and come up with a revised plan to increase the parking spaces from the proposed 8.
3. Spoke to Stephen Ingram on 6.1.16 concerning this. He was most helpful, but explained that TRH are relying on the results of TRH car parking survey which showed that only 8 spaces were needed. If the survey had shown the need for more than 8 spaces then these would have been provided.
4. PC became involved in this matter not just because of the planning application but because local people had complained (and had attended a number of our meetings), about the lack of parking and the anti-social issues caused by illegal parking on the 'green' area. There is only a weekly market bus so most households need 2 cars to get to work, many families have older children who also need cars to get to work.
5. Additionally there is also the need for spaces for friends and family. This puts pressure on available parking and results in nuisance as cars park on the grass area and verges. This has caused problems for the school bus and emergency vehicles who have difficulty in getting through Rock Lane. 2 Rivers will already be aware of these issues before they were raised by our Councillors as local people have raised these with you.
6. These reports are at odds with your parking survey.
7. Councillors are requesting TRH monitor the parking situation as the building works are carried so action to increase the spaces and put in the bollards if needed is actioned.

It was agreed that Councillor Brooke would draft a letter for the Clerk to send to the Chief Executive at TRH along the lines of her report.

The Clerk reported that she had received a telephone call from Mr Mustoe who lives in Gatwick Close. He was looking for support from the Parish Council about how the residents had been treated. He also highlighted that the school buses were having difficulty in getting along the road as vehicles were double parking on Rock Lane. Councillor Phelps had been to visit him and had heard the same complaints. The Clerk had informed the resident that there was little the PC could do, and it was a matter for the residents to take up with TRH.

**Any Other Planning Matters: Westbury Court Gardens** - Proposed ground works to provide 8 parking spaces with associated hard standing. TRH have not commenced these works. Chairman suggested that this was a matter for another meeting. All agreed.

## 6 FINANCIAL MATTERS:

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

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

Mrs F J Wallbank:

Salary – 1- 31 January	694.84		
Less tax	12.20		
Less NIC	<u>2.74</u>	679.90	Cheque No: 001664

Inland Revenue:

Tax FJW	12.20		
NIC FJW	2.74		
NIC PC	<u>2.60</u>	17.54	Cheque No: 001665

Westbury-on-Severn Parish Hall:

Hire of Hall for 2015		203.50	Cheque No: 001666
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System Force IT – Annual subscription

Of hosting fee	30.00		
	<u>6.00</u>	36.00	Cheque No: 001667

**Accounts for Payment** **£936.94**

### **Receipts**

F J Cambridge: Memorial fees for the late

Boultons		60.00	
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Western Power Distribution: Wayleave payments		47.80	
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GAPTC – Transparency Grant		962.12	
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**Total:** **£1071.49**

**c) New Audit Arrangements from 2017 for Smaller Councils:** The Clerk had circulated the email from GAPTC re the Future of External Audit for Smaller Authorities. Smaller Authorities' Audit Appointments Ltd has been created to take over the appointment of external auditors and the setting of audit fees for smaller authorities from 2017. This Company will formally appoint external auditors on the PC/TC's behalf for a five year period from the financial year 2017/18. This will happen automatically unless the PC decided to opt out and set up an independent Audit Panel to procure external audit itself. The deadline for those wishing to take a decision to opt out is 31 March 2016. It was agreed that the Parish Council would not opt out, so at this stage nothing further needs to be done.

**7 GAPTC/NALC MATTERS:** Councillor Evers had nothing to report.

## **8 MATTERS ARISING:**

**a) Play Area:** Greenfields have not done the repairs to the wet pour surface due to the bad weather. Councillor Landon reported she had raised the hole in the fence again with the PHMC but to date it had still not been repaired.

**b) Highways: Rodley Road:** The condition of the road was brought to the Councillors attention via Public Comment. Several Councillors confirmed it is now in an appalling state especially around The Heald. Potholes had been marked with a white line for repair but nothing further had been done and now the white lines have worn off. The Chairman explained to Mr Hewlett (parishioner) that the PC had made it quite clear to the County Council about the condition of the road. Councillors were in agreement that the Clerk should contact GCC Highways again, give them 2 weeks to reply, and if no repairs had been undertaken within 4 weeks then the PC would contact BBC Points West. Councillor Landon said she would take some photographs.

**Broadway Lane: Ampney Lane:** Clerk had again reported the matter, but still not done.

**Pedestrian Crossing:** Discussion took place whether maybe a speed activated sign would be more beneficial than a pedestrian crossing, as to be really effective there needs to be a crossing both by the School and by the Old Peoples home. Speed activated signs are very effective in slowing down traffic. It was agreed to invite Garry Handley to look at safety in the Village. An email from Mrs Sarah Mitten had been circulated prior to the meeting. The Clerk was asked to respond to her stating that the PC works very closely with the A48 Meeting Group, who look at the safety of the A48 in general, and that the PC welcomes Mrs Mitten's efforts to raise the profile of the A48 via social media, because it supports what the PC are trying to do. PC gets frustrated that due to GCC's lack of resources very little gets done.

**Road Accidents:** It was noted that two more accidents and the road having to be closed at Elton Corner and Highnam roundabout resulting in problems for some residents. Councillor Henry said that since the time Oakle Street was gridlocked along with Northwood Green and surrounding back roads when there was an accident on the A48, a police and highways decision was taken not to let any traffic through between Highnam and Elton Corner.

**Church Lane:** Email from Mr Jones (parishioner) had been circulated prior to the meeting regarding extending the 30mph speed restriction which currently stops at the top of Church Lane. The Councillors feel the main concern is the state of the road surface – recently Gloucestershire Highways repaired the camber, but to try and alter the speed limit to 30mph would be more difficult, and at the end of the day no one will be there to enforce it.

Regarding a few lorries from SVW turning left out of the site, Councillor Brooke reported she knows when lorries are being loaded drivers are specifically told to turn left and she has spoken to Mr Brown about this. Councillors are not sure that another sign will have any effect on those drivers who ignore verbal instructions and other signage.

Flooding – Bruce Fisher has informed Councillor Townsend that it was due to a blocked pipe. Councillor Townsend to take a photo.

**Grit Bin** Ampney Lane still not been replenished. Councillor Brooke said that she had skidded on the bend after Hunthill, before the caravan site, and felt there should be a grit bin there. Councillor Phelps said that he would provide a grit bin. Clerk to email Gloucestershire Highways to get it filled.

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

- Severn Bore – Councillors Henry and Townsend met with Mike Barton. Some items have been removed from the car park. However the metal fencing is still there, but now unlocked. There is a sign on the fence informing walkers that they cannot walk the footpath, but Mr Barton has agreed to also place signs on the kissing gate and at the other side of the Severn Bore pub. River access is blocked as is the bridle way off Goose Lane.
- Mr Barton agreed to look at the signage and kissing gates along the riverbank in June.
- Bridge at the Strand will be repaired very shortly.
- Some trees have been cleared from Ley Park woods.
- Footpath definitive map is being reviewed and PCs have until August to make applications for footpaths to be put on the definitive map. Clerk to email Mr Barton about the footpath which crosses the field by “The Barrs” property down to Walmore Common.

**e) Memorial for the late Norman Stephens:** Councillors had met at the Burial Ground and considered the best planting locations for the two Whitebeam trees are in the bottom left corner and near the shed in a position that it does not cause an obstruction. It was agreed that Councillor Henry would liaise with the tree shop and collect the trees. Looking at planting next month. Clerk to contact Charlotte Probyn to ask if she and the rest of the family wishes to be present when the trees are planted or wait until there is more of a formal ceremony once the plaques are in place. Suggested wording “Planted in memory of Councillor Norman Stephens – 2016”.

**f) Burial Ground:** The Clerk was asked to report back at the next meeting with how many grave spaces are left and how many are reserved.

Councillors had had a site inspection and agreed that the burial ground could be extended at the top half of the playing field which is currently used by the School. Even if the PC reclaimed some extra land there would still be room for a Football Pitch. Current lease expires in April 2017. It was agreed that Councillors Brooke, Evers and Phelps would have an “informal” meeting with Mr Crunkhurn. Clerk to arrange.

Regarding the improvements to the Burial Ground it was agreed to defer this matter to next month.

**9 CORRESPONDENCE: None**

**10 MATTERS RAISED FOR NOTIFICATION:**

**Volunteering Group in the FOD:** Clerk had emailed them suggesting a meeting – awaiting a reply.

**Big Clean Up for The Queen's 90<sup>th</sup> Birthday:** It was agreed that Northwood Green would carry out their annual clean up in the village.

**11 DATE OF NEXT MEETING:** Monday, 15 February 2016 commencing at 7pm

The meeting closed at 9.30pm.