

WESTBURY-ON-SEVERN PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 19 June 2017 in Westbury Parish Hall.

PRESENT: Councillors - P Ensor
C Evers – Chairman
D Hill
D Landon
S Phelps – Vice-Chairman
District Councillor R Boyles (partial attendance)
Mrs F Wallbank – Clerk

Members of the Public: 0

1 APOLOGIES: Councillors Brooke, Henry, Radley and Townsend and County Councillor Robinson, District Councillor Boyles would be late

2 MINUTES OF MEETING: Minutes of the meeting held on Monday 15 May 2017 were agreed and signed.

3 DECLARATION OF INTEREST: Councillor Phelps agenda item 8d) and 8g).

Councillor Phelps reported on the Review of the Boundary Commission which has ended in chaos. Proposal of Westbury being a single member ward incorporating Blaisdon and Flaxley has been changed to incorporating Popes Hill but not Blaisdon and Flaxley. Boundary Commission will report back in September.

4 PUBLIC COMMENT: None

5 PLANNING MATTERS

a) Applications

P0050/17/DISCON, Barn off Adsett Lane, WOS, Discharge of conditions 5 & 6 of P0476/15/FUL

Comments to the Forest of Dean District Council:

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

b) Decisions:

P0011/17/DISCON Land Adjacent Bays Court Bungalow, Goose Lane, Bollow: Discharge of condition 03 (surface water drainage) of P1381/16/FUL - **Granted**

P0539/17/FUL Five Gables, Chaxhill: Removal of condition C (agricultural occupancy) of G487/L - **Issued**

P0225/17/FUL Yew Tree Farm, Upper Rodley Road, Rodley: Erection of a two-storey side extension, single storey rear extension and porch to front elevation (demolition of existing single storey rear extension). Erection of a detached car port - **Granted**

P0032/17/DISCON Leycott Farm, Lower Ley Lane, Minsterworth: Discharge of conditions 05 (drainage), 07 (foul & surface water drainage) & 10 (low carbon energy) of P1272/14/FUL - **Granted**

P0501/17/FUL The Nook, New Road, Popes Hill, Newnham: Erection of a two-storey side extension and single storey front extension (Revised scheme) - **Granted**

Appeals: None

c) Site Inspections: None

Any Other Planning Matters:

Khan Tandoori Restaurant Westbury: FODDC are currently making some enquiries.

6 FINANCIAL MATTERS:

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

b) Accounts for payment and receipts:

Mrs F J Wallbank:			
Salary – 1- 30 June '17	698.31		
Less NIC	2.20	696.11	Cheque No: 001747

Complete Landscape Gardeners:			
Grass cutting for June	824.00		Cheque No: 001749

Inland Revenue:			
NIC FJW	2.20		
NIC PC	<u>2.53</u>	4.73	Cheque No: 001750

Mrs F J Wallbank			
Travel: 0miles	0.00		
Photocopying			
Photocopying for period Oct '16– June '17 (see attached sheet for breakdown)	18.20		
Telephone, broadband Expenses			
Oct '16 – June '17 set amount			
@ £5 per month	45.00		
Petty Cash Restoration	28.42		
Half year's room rental 1.5.16-31.4.17	100.00		
Quarter telephone rental	56.97		
Renewal of Office 365 cost of £79.99			
Divided by 3 Parish Councils	<u>26.66</u>	275.25	Cheque No: 001751
Accounts for Payment:		£1800.09	

Receipts

Total: £0.00

c) Clerk's Salary: The Clerk left the room whilst this matter was discussed. The Clerk is not eligible for a salary scale increment, and that her salary has increased by less than 1% annually since 2014, which is way below RPI and CPI percentage changes over that period. Over the same period she has experienced increased work involvement with parish highways and other matters which are ongoing, such as the extension to the burial ground project. The current cap on public sector worker salary increases was noted, but because of the extenuating circumstances, rather than increasing hours, it was agreed to award the Clerk a 2% salary increase which represents £13.97 per month. Also, the Clerk confirmed that she had opted out of the pensions scheme and there would therefore be no pension funding requirement from the Council.

7 GAPTC/NALC MATTERS: AGM to be held on the 15 July at Community Care Centre at Highnam 10.30am-2pm. The Chairman took the Councillors through the proposed propositions and the Councillors agreed the response they wanted the Chairman to put forward at the meeting.

8 MATTERS ARISING:

a) Play Area: Councillor Landon raised the extra parking sign at the last Parish Hall meeting and they said they would look at it. Clerk reported that John Hicks had not yet carried out the annual inspection and would chase this.

b) Highway Matters:

VAS Signs: The Chairman took the Councillors through Pandora's quotation £2780 Plus VAT for each sign plus £30 plus VAT for delivery.

It was agreed that the contract should be signed and sent to Gloucestershire Highways after removing clause 3.6 and explain in the covering email that the clause has been removed as the signs will be solar powered.

Footways: Throughout the length of the village are overgrown with weeds – job for the Lengthsmans Scheme. Also clearing the weeds from the roadside edge.

A40 Traffic Lights: For the last 3 Monday's there has been bad traffic delays – the traffic lights when coming from Highnam are staying green for an extended time allow traffic to build-up on the A40 and A48. Clerk to report to Highways England.

A48 by Twynnings: Several potholes have been filled. The Chairman said that the levels of water in the gullies were very difference from one side to the other.

c) **Footpaths:** Councillor Phelps said that he had reports that the footbridges behind Sterry's and towards the river were unsafe with loose boards. It was agreed that Councillor Phelps would go and investigate.

District Councillor Boyles entered:

Report from District Councillor Boyles:

Boundary Review: Submission been made to the Boundary Commission -currently 48 Councillors proposing to reduce to 39.

Launceston House An arrangement has been reached for the Launceston House site to be rebuilt with ground floor commercial units to rent out with residential housing above. It will remain under FODDC ownership and the intention is this will bring in revenue for FODDC.

Cinderford Leisure Centre: Foot fall has increased and the upgraded facilities are proving to be very popular.

Refuse: The amount of Gloucestershire refuse going to landfill is increasing although the FOD District contribution is remaining static. Initiatives to restore landfill waste reduction are under investigation.

Proposed Closure of Minsterworth School: At the end of the year there will be no teachers and very few pupils. The proposed closure is fully supported by the Board of Governors. Public Consultation will take place shortly.

District Councillor Boyles left

d) Burial Ground -Progress on proposed extension: The Chairman reported that a Memo of Understanding had been sent to Estcourt Planning regarding terms and conditions for the contracting of Mr David Crofts. The approximate cost will be £1,000 which will cover 3 days' work. Travelling expenses and other minor on-costs will be additional. The Council approved that a formal contract should be issued. The Chairman, Councillor Phelps and Mr Crofts have already been to another pre-planning application meeting with FODDC's Mr Reynolds who identified they would need a flood risk assessment and evidence of contact with Sport England. Following the meeting Mr Crofts has identified a potentially suitable flood risk consultant and spoken to Sport England to find out the information they will need, and the e-mail address of the relevant regional office.

e) The Strand: The Clerk reported that she had received a letter from Mr Larkham's solicitor requesting a copy of the deed. The Clerk confirmed Mr Larkham now had a copy following a site meeting with Councillors Brooke, Phelps and Henry, held on the 14.6.17 to discuss this issue, which has been going on since 1973. Mr Larkham now agrees he did sign a lease, and that the wording on the sign is the same as the lease. Whilst it may not be ideal it was agreed this is the sign to be erected. He also agreed that the sign should not go on the low loose stone wall but that it should go on a metal post situated where the concrete mound is with the cut off post just to the right of the (illegal) gateway cut into the wall. He wants the cars to park diagonally into the hedge and felt there should be bays marked, but was told that would not happen because it was not part of the agreement. The most obvious method of parking is in line with the hedge and this was pointed out to him. The Council agreed a need to keep an eye on the situation. The sign on the post will be erected hopefully during the week commencing the 26 June 2017

f) Bus Shelter Elton – Consider replacement: The Clerk reported that she had been in touch with Forest Products. She had let them know when they supplied the previous shelter. and they were looking to see if they could find the plans. The cost in October 2002 was £1500 and was 6/7' x 4'. Clerk to chase.

g) Closed Churchyard – Ground Management: The Chairman information had been put on the noticeboard. Already, there are many wild flowers. These test areas reported that he had made up some signs which have been erected in the Churchyard on the test area sites and will remain until the end of August when they will be cut and the grass collected. Councillor Landon agreed to a report in the WoSP.

9 CORRESPONDENCE:

a) West Gloucestershire Neighbourhood Watch Association – Request for Donation: At the Chairman's suggestion it was agreed to defer this matter to the July meeting.

Any Other Correspondence:

County Councillor Robinson's report:

- Unfortunately, no update on the VASS
- At the County Council members re-appointed Cllr Mark Hawthorne as Leader of the Council, Cllr Robinson has been appointed Chairman of the Children and Families Overview and Scrutiny Committee. At his first meeting, last Thursday they received an update on the Ofsted report of Gloucestershire's Children's Services which found the council service inadequate. The Committee will be considering the reasons for this at its next meeting. Cllr Richard Boyles has been appointed the cabinet member for Children's and Families so Westbury PC should be well informed on such matters in future.
- Gloucestershire Fire and Rescue have inspected Gloucestershire high rise properties follow the London fire and confirm that properties within Gloucestershire are safe and free from the cladding that is causing concern.
- The road safety initiative is now funded and further details will follow soon.

The Chairman said he would like to hold a one minute's silence in remembrance of those who lost their lives in the Grenfell Tower fire. This followed.

10 MATTERS RAISED FOR NOTIFICATION:

GRCC Neighbourhood Development Plan Event Monday 10 July: Email circulated to Councillors.

Westbury Show: Put on the agenda for the July meeting.

11 DATE OF NEXT MEETING: Monday, 17 July 2017 commencing at 7pm

The meeting closed at 9.06pm