

## WESTBURY-ON-SEVERN PARISH COUNCIL

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

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

Members of the Public: 2 (partial attendance)

**1 APOLOGIES:** Councillors Henry and Townsend and County Councillor Robinson.

**2 MINUTES OF MEETING:** Minutes of the meetings held on Monday 17 July and 21 August 2017 were agreed and signed.

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

**4 PUBLIC COMMENT:** None

### 5 PLANNING MATTERS

#### a) Applications:

**P1402/17/OUT** Land on south side of main road, between The Pastrol & Whitegates, Wintles Hill, WOS: Outline application for the erection of 3 detached dwellings & construction of access with all other matters reserved.

Comments to the Forest of Dean District Council:

The Parish Council **objects** to the proposed application for the following reasons:

1. Proposed development is well outside the Westbury-on-Severn village settlement boundary. As a consequence it lacks compliance with FODDC's Adopted Core Strategy vision, its Policies CSP.4 and CSP.16 (supporting clause 7.75), and the ADPD current intent. The intended properties should be classed as development in the open countryside and there is nothing in the planning application to class them as exception site dwellings. Hence the proposal lacks compliance with FOD Adopted Core Strategy Policy CSP.5.
2. Density and positioning of the proposed housing is of concern to us. The positioning shown for the new housing has its frontage well towards the A48 road and markedly in front of the building line of existing adjacent properties. It would appear this has been done because the proposed layout of development is not wide enough to accommodate 3 properties any further back from the road.
3. As a consequence of the proposed layout positioning on the site, the 3 new properties will change the character of the area, and have an unwarranted visual impact effect on the adjacent neighbouring houses, particularly the view from the front of their properties.
4. Parish Council has already raised concerns with Gloucestershire Highways about the road layout of Wintles Hill and stressed that there is a need for improvement. It is our view that the increase in traffic movements caused by additional vehicles entering and leaving the site onto the A48 highway both during and post construction will further exacerbate the current situation and have further unwarranted impact on the highway safety and social well-being of adjacent properties' residents and visitors.

**P1413/17/AG** Upper Ley Farm, Upper Ley, WOS: Prior notification for erection of agricultural building for storage of food concentrates.

Comments to the Forest of Dean District Council:

The Parish Council **supports** this application.

**P1319/17/FUL** Lynwood, The Flatt, Minsterworth: Erection of two storey extension and associated works. New dormers to front roof and removal of two chimneys

Comments to the Forest of Dean District Council:

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

**P1379/17/FUL** Brook Farm Barns, Church Lane, WOS: Conversion of two redundant barns to form a residential dwelling and car port with associated works.

Comments to the Forest of Dean District Council:

The Parish Council **supports** this application.

**P14285/17/COU** The Spinney, Broadoak: Change of use from dwelling into a four-bedroom Care Home with ensembles.

Comments to the Forest of Dean District Council:

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

#### **b) Decisions:**

**P1066/17/FUL** Severn & Wye Smokery, Chaxhill: Erection of 270m<sup>2</sup> (GIA) B2 biomass boiler/wood storage building, access track and landscaping – **Granted**.

**P1148/17/FUL** Rock Farm, Rock Lane, WOS: Full & LBC for conversion of barn into two holiday lets with associated external works – **Granted**.

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

**P0843/17/FUL** the Old Fruit Stall, Hartland Hill, Minsterworth: Proposed ground floor extensions & detached garage – **Granted**.

**P0605/17/FUL** Brookmead, Ley Lane, Minsterworth: Erection of an agricultural building – **Refused**.

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

**P0478/17/OUT** Land Between The Lawns and The Hay Barn, Chaxhill: Outline application for the erection of two detached dwellings with associated garages – **Granted**.

**Appeals:** None.

**c) Site Inspection:** The Chairman attended a site inspection at Westbrook House, The Village, WOS and Councillor Radley spoke at the planning meeting at the FODDC to support the application.

District Councillor Boyles entered and gave his report:

- NHS consultation on the proposed closure of The Dilke and Lydney Hospital and building one “super” hospital however the proposed site for the new hospital has not been released.
- £50,000 available for Youth Activities and FODDC welcome ideas on how the money should be spend. Closing date 1 October 2017.
- Publica Group (three new local authority owned companies providing services for district councils in Gloucestershire and Oxfordshire) looks to go live in December.
- Closure of Minsterworth School – he has signed this off and will close at the end of December 2017.
- GCC & Herefordshire CC are looking at carrying out improvements works to Lydbrook bridge.
- Elmbridge Court roundabout should be completed in 4 days and is on budget and on time.
- Offsted report into Children’s Services has been signed off by Cabinet and will be submitted on the 19.9.17. There is a definite shortage of Social Workers.
- Some parishes are experiencing that some homeowners are neglecting to maintain their boundary hedging etc causing vegetation to completely overgrow footways. GCC are considering taken legal action to ensure homeowners take responsibility of hedges etc on their boundaries.
- GCC are experiencing over-capacity of schools in the Forest with primary schools 900 over capacity and secondary schools 1600 over capacity.

- Publica Group – three new local authority owned companies providing services for district councils in Gloucestershire and Oxfordshire.

The Chairman agreed to bring forward agenda items 8d and 8f:

**8d) Burial Ground -Progress on proposed extension:**

Chairman asked Councillor Landon to give an update following the consultation event that was held at the Village Show.

Councillor Landon reported as follows:

The display and survey regarding the burial ground extension certainly got quite a bit of attention at the Summer Show and you certainly couldn't call the parishioners apathetic about it – many were very passionate on the subject! Two questions were asked – first question: Do you think the Parish needs to continue to provide burial space? 38 people said “Yes” and 15 inc 3 children said “No”. Second question: Do you support the planned burial ground extension as outlined? 38 people said “Yes” and 14 inc 2 children said “No”. Parishioners were asked in the Parish magazine and the WoSP to contact parish councillors to let them know how they felt. Several Councillors reported that they have been contacted and were supportive of the plan to extend the Burial Ground. Also, the Vicar had written a lovely letter which will be placed in the Wosp with his support for the proposed plans. Some comments received at the Village Show were that funerals should not coincide with play times – the Vicar said that he currently works closely with Mr Matthews (funeral director) and the school to avoid this happening. Also, the proposed playing field should be screened from the burial ground – this is already planned.

Councillor Phelps said that had attended a “talk” about Churchyards and reported that once land is consecrated it comes under the Churches regulations and guidance. He did confirm that once a Churchyard is “closed” it remains closed and is handed over to the Parish Council for maintenance. The Chairman said he would be willing to attend a meeting with the Diocese along with Councillor Phelps to obtain further information.

The Chairman said that the PC now had the mandate to move forward with submitting a planning application to the FODDC. A flood assessment would need to be carried out. He would contact the Planning Consultant.

*District Councillor Boyes left*

**8f) Closed Churchyard – Ground Management:** The Chairman reported that the test areas have now been cut and he has been pleasantly surprised at the wild flowers and grasses that have grown in these areas. Essentially the Churchyard has been an unimproved pasture of 100s of years. A Lichen Survey has been carried out and 100s of species have been seen, some that are rare to Gloucestershire and to the South West. Next year he would like to extend the test areas and ultimately start to create a network of paths trying to increase the botanical interest. This work is being done as a Saving Gods Acres initiative to assist with the PCCs bid for funding for the Church spire.

**Churchyard Wall:** Various sections of the wall alongside Bell Lane require repairs especially beyond the pedestrian gate down towards the river. The Vicar suggested contacting the PCC to ascertain whether they would be willing to contribute towards the costs. The Clerk said she would contact Mr Joyce whoa previously carried out the repairs to the wall and the Chairman said if any of the Councillors knew anyone else who could undertake this specialist work they should let the Clerk know.

**Benches:** Another bench has appeared in the Churchyard and has been placed near the arch in the brick wall. A lengthy discussion took place regarding benches appearing in the churchyard as two have now appeared over the last 2-3 years. It was agreed that Councillor Phelps would liaise with the Vicar to produce some guidelines for future use.

**6 FINANCIAL MATTERS:**

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

**b) Accounts for payment:**

Mrs F J Wallbank:

Salary – 1- 30 September '17	712.28		
Less NIC	3.87	708.41	Cheque No: 001761

Inland Revenue:

NIC FJW	3.87		
NIC PC	<u>4.45</u>	8.32	Cheque No: 001762

Ensors Grove Farm: Removal of fire damaged

Bus shelter at Elton	100.00		
	<u>VAT 20.00</u>	120.00	Cheque No: 001763

Mrs D Landon: Reimbursement of fees for

Printing WW1 leaflet		63.84	Cheque No: 001764
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Complete Garden Maintenance – for carrying

Out 2 cuts during September		824.00	Cheque No: 001765
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**Accounts for Payment: £1724.57****Receipts**

M S Watkins: Burial fees relating to the

Late Alison Pitt (non-p)	945.00		
For the late Jacqueline Wherrett	<u>135.00</u>	1080.00	

Ernest Heal &amp; Sons: Memorial for the late

Robert Woodford Evans		85.00	
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FODDC: Second half of precept 9380.00

**Total: £10545.00**

**Grass Cutting:** The Clerk reported that at the end of September 15 cuts will have been carried out and the contract is for a total of 16 cuts. Due to the unusual grass growth during the season the contractors are asking if the PC would consider an additional cut as they do not want to start next season with unmanageable grass. Due to climate change it was agreed the Parish Council may need to think about budgeting for 17 cuts.

**c) Stationery for Burial Ground Certificates:** The Clerk reported that she had contacted Shaw & Son regarding the purchase of another book – If the book is bespoke to the Parish Council it will cost £298 + VAT (170gm paper) or a generic one would cost £98.23 + VAT (120 gm paper). It was agreed to purchase a generic book at a cost of £98.23 + VAT.

**7 GAPTC/NALC MATTERS:** The Chairman had nothing to report.

**8 MATTERS ARISING:**

**a) Play Area:** Biffa empty the bins at the Parish Hall and Play Area every Monday.

**b) Highway Matters:**

**VAS Signs:** The Clerk explained that GCC has now confirmed that the PC does not require professional indemnity insurance as they will not be training or giving advice. A sketch needs to be done showing the proposed locations of where the signs will be attached and a Risk Assessment. It will be quite a commitment for the Councillors to move these signs every 2 weeks and the signs are quite heavy. The Clerk said that she had obtained an extension of the time until 17 December for the relevant documents to be submitted to the Police Commissioner for the grant to be released. It was agreed that Councillor Phelps would speak with Newnham & Rudford Parish Councils to see how they comply with the “2-week rule” for moving the signs.

**Proposed Improvement to White lines in the Village:** These have still not been done despite the PC agreeing to the modifications.

**c) Footpaths:** The Clerk read out Councillor Townsend report as follows:

- He had a report in July about a damaged footbridge in Westbury village. He went and inspected all six and found two to be in a state of repair. He, Roger and Robert repaired two of them, replacing boards and a few nails here and there. The two bridges in question were the one by Strand Lane and the other one at the sewage works, near Garden Cliff. PROW informed him the bridge off Strand Lane will be replaced in due course, as advised by Mike Barton last year.
- After they completed the repairs, he was told a few day later the bridge behind the Water Gardens and Westbury Church had been damaged with the bottom rail broken. Mr Wheeler inspected and ordered a new rail which would be fitted shortly.
- Paul Manley, Tillhill, has advised they will be harvesting wood from Ley Park woods and are looking at closing some of the footpaths there. He sent him a plan of the footpaths where they will be working. He was not keen for them to close all the footpaths in the wood.

Councillor Phelps said that there seems to be a spate of vandalism taking place in and around the Village as two of the church windows had been broken and youths were hanging around the school playing field. It was agreed that the Clerk would email the PCSO.

**d) Burial Ground -Progress on proposed extension: See Above**

**e) Bus Shelter Elton – Consider replacement:** The Clerk is chasing Forest Products for a date when the new shelter will be erected.

**f) Closed Churchyard – Ground Management: See above**

## **9 CORRESPONDENCE:**

**a) FODDC – Parish and Town Council Liaison Meeting Thursday 26 October 2017:** The purpose of the meeting is to improve communication between the FODDC and Town and Parish Councils. Councillors Evers and Phelps said that they would attend.

**b) Electoral Review of the FOD: Draft recommendations:** Councillor Phelps reported that the FODDC had forwarded the Parish's consultation recommendations to the Boundary Commission but they had not included them in their website consultation responses – this has now been rectified. The Boundary Commission have decided to adopt the Parish Councils proposals of one District Council covering Westbury, Blaisdon and a portion of Flaxley. It was agreed that the PC would send a supportive comment to the current consultation recommendations with regards to Westbury.

## **10 MATTERS RAISED FOR NOTIFICATION:**

**Parish Supper Saturday 7 October 2017:** Councillor Landon encouraged Councillors to support the Parish Supper. Unfortunately, hall usage has dropped off along with bar takings.

**11 DATE OF NEXT MEETING:** Monday, 16 October 2017 commencing at 7pm.

The meeting closed at 9.51pm.