

WESTBURY-ON-SEVERN PARISH COUNCIL

Minutes of the Meeting held on Monday 21 July 2014 in Westbury Parish Hall.

PRESENT: Councillors - P Brooke
P Ensor
C Evers – Chairman
D Landon
S Phelps – Vice Chairman
N Stephens
M Townsend
Mrs F Wallbank – Clerk

Members of the Public: 12 (partial attendance)

1 APOLOGIES: Councillor Green, Radley and District Councillor Edwards.

2 MINUTES OF MEETING: Minutes of the meeting held on Monday, 16 June 2014 were agreed and signed.

3 DECLARATION OF INTEREST: Councillor Stephens declared an interest in planning P0076/14/DISCON and left the room whilst this application was discussed.

4 PUBLIC COMMENT: Concern was expressed by a number of parishioners over a motorcycle circuit that has been established in the parish under the name of Glos Mini MX. A number of matters in relation to it were brought to the attention of the PC, and the Chairman agreed to raise the topic as part of PC business later in the meeting.

5 PLANNING MATTERS

a) Applications:

P0076/14/DISCON The Paddocks, Lower Ley Lane: Discharge of condition 05 (landscaping) of D0309/14/FUL

Comments to the Forest of Dean District Council:

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

P0382/14/FUL White Gate, Wintles Hill, WOS: Extension to existing shed. (Retrospective).

Comments to the Forest of Dean District Council:

The Parish Council's comments made on the 21 April in relation to this application still stand.

P0947/14/FUL Oaklands Farm, Northwood Green, WOS: Extension to agricultural barn

Comments to the Forest of Dean District Council:

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

P1790/13/PIAPA The Old Post Office, Main Road, Minsterworth: Application for Prior Approval of proposed change of use from Post Office to residential use.

Comments to the Forest of Dean District Council:

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

b) Decisions:

P0735/14/FUL Cartref, Northwood Green: Erection of an extension to an existing agricultural building - **Granted**

P0604/14/FUL Cotshill Farm, Lower Ley, Minsterworth: Alterations & change of use of barn (loft area) to garden room & change of use as an artist studios. (Retrospective) – **Granted**

P0707/14/FUL Newnham Lodge, Ampney Lane, Northwood Green: Erection of a two storey extension including cellar and a single storey extension, demolition of existing garage. Alterations to existing parking area. (Revised Scheme). - **Granted**

P0744/14/FUL Barn at Frowens Farm, Frowens Lane, Westbury-on-Severn: Erection of an animal health building – **Granted**

P0321/14/FUL Ley Farm, Ley Lane, Minsterworth: Erection of a cattle building - **Granted**

Appeals: None

c) Site Inspections: None

6 FINANCIAL MATTERS:

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

b) Accounts for payment and receipts – The Councillors agreed the following payments:

Mrs F J Wallbank:

Salary – 1- 31 July 2014 689.33

Back pay for April, May and June 20.49

Less tax for July 9.40

Less NIC 5.62

No payment will need to be paid for sometime

To Inland Revenue as I have overpaid

Tax over several years to the sum of £62.24

Therefore the Parish Council NI

Contributions will be paid to me until

The credit has been used up.

Plus PC NI payment 12.08 721.90 Cheque No: 001586

Ilex Garden Maintenance – 6th cut 641.76 Cheque No: 001587

Accounts for Payment £1363.66

Receipts

FJ Cambridge: Fees in connection with a tablet

Of stone for the late Violet Davies 60.00

Total Receipts £60.00

Post dated cheques for August:

Mrs F J Wallbank:

Salary – 1- 31 August 2014 689.33

Less tax for August 5.40

Less NIC 3.16

No payment will need to be paid for sometime

To Inland Revenue as I have overpaid

Tax over several years to the sum of £62.24

Therefore the Parish Council NI

Contributions will be paid to me until

The credit has been used up.

Plus PC NI payment 6.76 696.09 Cheque No: 001588

Ilex Garden Maintenance – 7th cut 641.76 Cheque No: 001589

Accounts for Payment £1337.85

c) Appointment of Internal Auditor: Councillors felt that it would be good practice to review the Internal Auditor. Clerk to make enquiries and report back at the September.

9 7 GAPTC/NALC MATTERS: The Chairman reported and he and Councillor Phelps had attended the AGM. Councillor Phelps reported that:

- New President has been elected – Rt Rev Christopher Hill
- Various changes to the Constitution approved, with the present County and Management Committees disappearing to be replaced by a single Executive Committee - these changes will become effective in June 2015.
- Debated some of the propositions that the PC discussed last month, however Cam Parish Council and Nailsworth Town Council were not present so their propositions could not be debated. Of

those debated all were accepted.

- The evening finished with a presentation by Jonathan Owen, the new CEO of the National Association of Local Councils."
- Kim Bedford will be retiring from her Chief Officer post in the Autumn—Interviewing for a replacement is on-going.
- Currently there are 203 Gloucestershire Town and Parish Councils who are members of GAPTC, and GAPTC are engaging with 6 residential groups who wish to form new Parish Councils.

10 8 MATTERS ARISING:

a) Play Area: Clerk to chase up Councillor Green regarding the painting of multi-play unit.

Councillors reported that the wetpour still seems to be cracking especially where the colours join. It was agreed to monitor this and the Parish Council will need to look at replacing the surface in the not too distant future – average lifespan of the wetpour is 10 years. Also agreed was that maybe when the wooden stepping stones are replaced the Parish Council could look at putting in some additional equipment and seek funding.

Councillor Townsend reported that he had attended the Playground Course held at Churchdown along with about 20 others. He felt that our Westbury play area surfacing was good in comparison to that at Churchdown.

b) Highway Matters:

The Strand Ditches: Councillor Phelps reported that the LSIDB had done an excellent job refurbishing the culvert and clearing out the ditches from Strand Lane down to the River. This now leaves the ditch opposite Mr D'Ambrogio's to be cleared out. To was agreed that the Chairman, Vice-Chairman and Councillor Stephens would have a site meeting to ascertain exactly which ditches still need to be cleared.

Problems around the Parish: The map has been sent off but the Clerk had nothing further to report.

Safety on the A48: Councillor Phelps reported that Fiona Thomas had attended a meeting at Shire Hall regarding Road Safety on the A48. At the meeting a representative of Network Rail was present and the cutting back of the vegetation was raised. The representative's suggestion was that Network Rail needed to be lobbied! Councillor Stephens said that he was fed up with this situation and would make some phone calls to find out who was responsible for not cutting back the vegetation and if there was a fatality who would be accountable.

It was agreed that the Clerk would write to Mr Mountjoy saying that if he did not arrange for his land to be cut back the Parish Council would carry out the work and charge him.

Lower Ley Lane Some potholes had been filled, but the rest of the lane remains in a very poor state.

Flaxley Road by Peglars Farm: There has been a water leak for some time now. It has been reported to Severn Trent by Councillor Ensor on 3 occasions and by 5 other people, and still no action. Councillor Stephens said he would contact Severn Trent and it was agreed that the Clerk would also contact them.

c) Footpaths: EWS 94: Following on from Public Comment it was agreed to write to GCC informing of the motorcycle track activities that are taking place on the field that this footpath crosses and that in the PC's opinion it appears unsafe for people to walk the footpath when the motor cycle track activities are taking place. It was the opinion of the councillors that to have even countenanced the creation of a track that ran across a PROW in 2 places was unacceptable, as it was in regard to several other matters raised during the discussion. Clerk to email Nick Bainton, FODDC Enforcement and Matthew Kirby, FODDC Environmental Health about the other issues concerned with the activities that are taking place.

The Clerk reported that Amey had informed WoSPC that there will be temporary closures of public footpaths at various points along the River Severn in parishes of Ashleworth, Epney & Longney, Moreton Valence, Westbury on Severn and City of Gloucester. These are needed to allow for works to be carried out to repair sections of the flood bank damaged during the high tides/floods of last winter. The closures are scheduled to start on the 28 July.

Councillor Townsend reported that he had bumped into Mr Maunder who was putting up notices about the closed footpaths in Ley Park as from 24 July. Councillor Townsend had asked Mr Maunder for an update on the footpaths at Chaxhill that had been reported to him two years ago. Mr Maunder said that he had been very busy and had not investigated these matters.

Clerk said she was still awaiting a reply re EWS81/1. Councillor Brooke said that it would be a good idea if several Councillors walked some of these paths to see exactly what the problems are.

d) Emergency Planning: Councillor Brooke reported that she was arranging a meeting with the new co-ordinator for later this month and would report further at the September meeting.

e) Carpark at The Strand: Councillor Brooke reported that form CT1 and now been completed and sent to Land Registry along with a copy of the original deeds. She had been advised by a “legal” friend that it was acceptable for the landowner to park a vehicle on the carpark but unacceptable if the vehicle was so large it precluded other people from parking on the land, or that the vehicle remained parked there for an excessive period of time. It was agreed that the Parish Council would need to erect a sign stating *“Westbury-on-Severn Public Car Park – Please park all vehicles on this site and do not obstruct existing vehicular access”*.

f) Doctors Surgery: Now operational since the end of June and reports are that it is functioning well. Open Monday 8.30-6pm and Friday 2-6pm.

g) 100 years since the outbreak of the Great War: The Clerk reported that she had spoken with David Cambridge who had been and looked at the War Memorial but was unable to undertake the work. He had suggested that the Clerk contact Robin Paul Masons at Cheltenham who the Clerk had contacted and had agreed to send some photos which she had taken prior to the meeting. The Clerk felt that the names were quite readable and it was agreed that the Councillors would have a look for themselves and discuss the matter further at the September meeting.

Councillor Landon reported that she was making progress with the history of all the names but had drawn a blank on several names and could not find out any information, but she was going to go to the Gloucestershire Record Office ~~this week~~ for a “last try”.

h) Bus Shelters: The Clerk reported that she was still awaiting quotations from Mr Maycroft on the works required to the bus shelters, despite chasing him. Clerk to ascertain if Mr Maycroft actually wants to undertake this work?

i) Review of Standing Orders: With the closure of Minsterworth Post Office for a place to view the minutes it was agreed the Standing Orders needed to be amended. Clerk to action a draft alteration.

j) Information leaflet for parishioners attending a Parish Council meeting: The Chairman had drafted a leaflet which had been circulated to Councillors but it was felt that this was rather lengthy and Councillor Landon had drafted a shorter information sheet. It was agreed to use Councillor Landon’s version and keep the Chairman’s on file should a more comprehensive explanation need to be provided.

11 CORRESPONDENCE:

a) Forest Routes – launch Councillors Evers and Brooke said they would attend the event on the 8 September at West Dean Centre from 10am-3pm.

Any Other Correspondence: Request for Seat in Closed Churchyard: A request for a bench to be placed in the Closed Churchyard behind the War Memorial had been received from Mrs Reynolds. There is nowhere to sit near the War Memorial. The Parish Council would be very pleased if Mrs Reynolds wanted to donate a seat in memory of The Stait Family, but the Parish Council would not be able to make any financial contribution. Clerk to speak with Mrs Reynolds re details of seat etc and report further at the September meeting.

12 MATTERS RAISED FOR NOTIFICATION:

Churchyard Hedge and Footway: Councillor Phelps reported that he and his wife and tidied up the hedge and cut back the brambles from the footway. However, to their dismay, a few days later someone else has “butchered” the hedge from the Kissing gate towards the war memorial and left all the clippings dumped in the Closed church yard. It was agreed that Councillor Landon would put an article in the Wosp as this was seen to be “vandalism”.

Councillor Stephens congratulated Councillor Phelps on becoming a Church Warden of the church.

Parish Hall Floor: Councillor Landon reported that during the works to the Hall floor it has transpired that various other repairs have needed to be done, and in addition one of the cookers in the kitchen needs replacing. Councillor Landon asked if the Parish Council could offer any financial help? Obviously the Parish Hall is applying for any grants that might be available. It was agreed to put this item the agenda for the September meeting.

Proposed Development at Stantway Lane: The Clerk confirms that Mr Ingram from Two Rivers would be attending the next Parish Council meeting on Monday, 15 September at 7pm to give a short presentation.

The Chairman closed the meeting at 9.17pm.