

## WESTBURY-ON-SEVERN PARISH COUNCIL

Minutes of the Meeting held on Tuesday, 22 April 2014 in Westbury Parish Hall.

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

Members of the Public: 7 (partial attendance)

**1 APOLOGIES:** Councillor Radley and District Councillor Edwards.

**2 MINUTES OF MEETING:** Minutes of the meeting held on Monday, 17 March 2014 were agreed and signed.

**3 DECLARATION OF INTEREST:** None

**4 PUBLIC COMMENT:** Mr Rattenbury said that:

- He and his neighbours were present to raise the matter about the car park at The Strand.
- He noticed that no further action had been taken by the Parish Council since October when it was agreed the Parish Council had made a site visit and now knew which piece of land was known as the car park.
- It is Mr Larkham's intention to register his land and it includes the area of land that is the car park where there is now a piece of machinery parked on it (a crane).

*Councillor Stephens entered*

A lengthy discussion took place – points made were emergency vehicles could not reach Severn Mill when the access is blocked, whether GCC owned the lane etc.

This matter was further discussed under “Matters Raised for Notification”.

### **5 PLANNING MATTERS**

#### **a) Applications:**

**P0479/14/FUL Longcroft Farm, Blaisdon Road, WOS: Erection of barn for the storage of silage**

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)**

In principle it was agreed that the Parish Council would be opposed to this application however it was agreed to have a site inspection on Saturday, 26 April at 10am.

#### **b) Decisions & Appeals:**

**P0170/14/FUL** Newland House, Northwood Green: Single storey rear and first floor side alterations and extension to dwelling - **Granted**

**P0115/14/FUL** Westbrook House, The Village, WOS: Erection of an agricultural livestock & general purpose building - **Granted**

**P0190/14/FUL** Chaxhill Barn, Chaxhill: Conversion of existing open fronted car port (with large loft above) to form annexe accommodation. – **Granted**

**P0200/14/LB** Northwood House, Northwood Green: LBC for rough cast lime render to part of south elevation - **Granted**.

**Decisions: None**

**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- 30 April 2014	682.50		
Less tax for April	4.00		
Less NIC	<u>2.34</u>	676.16	Cheque No: 001570

Inland Revenue payments due for April

NI for PC	5.03		
NI for FJW	2.34		
Tax FJW	<u>4.00</u>	11.37	Cheque No: 001571

GAPTC: Annual subscription for the period  
1.4.14-31.3.15

394.50	Cheque No: 001572
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Ilex Garden Maintenance – 2<sup>nd</sup> cut (less £20  
As around seat on Jordans Hill was omitted

On first cut	621.76	Cheque No: 001573
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**Accounts for Payment** **£1703.79**

### **Receipts**

M S Watkins: Fees in connection with the  
Burial of the late Florence Gibson

375.00
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Mr Lewis: Rent due for shed at Burial  
Ground for period 1.4.14-31.3.15

100.00
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GCC: Rent for car park and playing field for  
Period 1 April 2014 to 31 March 2015

700.00
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HM Customs & Excise

188.74
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FODDC: First half of precept

8364.01
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**Total Receipts** **£9727.95**

## **7 GAPTC/NALC MATTERS:**

It was agreed that Councillor Townsend would attend the Playground Seminar on the 3 July at a cost of £20.

The Chairman reported:

- At the County Committee Meeting recommend at AGM revised arrangements of GAPTC are put into effect in a year's time - Looking at consolidating two committees to one committee
- Kim Bedford will be resigning at the end of September and they are in the process of looking for her replacement
- New NALC CEO may be the speaker at the AGM.

## **8 MATTERS ARISING:**

**a) Play Area:** Clerk to ask John Hicks to carry out the annual ROSPA inspection. New Play area rota list was required. Small bonfires were taking place on the picnic table – Clerk to send a reminder to Nicola Jackson to see when her team could refurbish the table.

### **b) Highway Matters:**

**Jordan's Hill Bridge/Railway:** No update.

**A48 ponding by Chaxhill Hill Farm:** Nothing to report, but there is still a problem.

**Flooding Strand Lane:** no update

**Flooding outside The Glen, Adsett Lane:** No update

**St John's Point:** Nothing further to report.

**Grange Court Road from the Junction Pub to the Top of the Hill:** Nothing further to report.

**Highway Problems around the Parish: Councillors agreed to bring maps to the May meeting** highlighting on it the various problems– *e.g.* potholes, edge of roads crumbling away, *etc.*

**Minsterworth Parish Council: Late on the A48/A40 due to traffic congestion:** The Chairman and Councillor Phelps were drafting a reply for the Clerk to send to Minsterworth Parish Council.

**Westbury Court Gardens:** Councillor Brooke reported that before Glos Highways puts in the permanent bollards they may need to think about putting a bollard in the verge as a number of lorries were still getting in to park in the layby. Clerk to report to Brian Watkins.

**A48:** Nonslip surfacing was quite worn and will need replacing.

**Trees by Phil Ayland's:** there are 3 sycamore trees opposite the Churchyard which are self-sown and need to be removed.

### **c) Footpaths:** Councillor Townsend reported:

- Peter Maunder had arranged for a pipe for Ley Park to cover the ditch to be delivered to his house along with some more sand bags.
- New bridge had been installed in Ley Park
- Still hundreds of trees blown down in Ley Park – notices have been erected warning walkers to “be careful”. Till Hill wants to close the area for 6 months.
- Will recommence his guided walks in the Summer

Clerk said she had heard nothing further from Peter Maunder re footpath EWS81/1 A48-Walmore Common.

### **d) Emergency Planning:** Councillor Brooke reported the following:

- She had met with Simon Phelps on the 15 April and had reviewed the draft Plan and when she had updated the Plan it could be sent to the FODDC for their views.
- A Community Response Group would need to be formed – this could be advertised in WOSP to seek volunteers.
- Mandy Howell has volunteered to be the Emergency Plan Co-ordinator – she is highly experienced and knows a lot of local people. The Councillors were very pleased indeed and suggested that Mrs Howell was invited to attend a future Parish Council meeting so that the Councillors would meet her. Councillor Brooke said that she would arrange this.

**e) Burial Ground – Tree:** The tree had been inspected in stormy conditions and it was agreed that no action was required following a risk assessment on the tree.

**f) Drs Surgery:** Councillor Stephens said that he had been in contact with Mark Harper MP and asked him to raise this matter in Westminster and added that the Practice Manager was also frustrated with the situation. The last update that the Clerk had received from Nikki Holmes was that there were again problems with the BT telephone line and that a solution had been identified and an order placed and would make further enquiries however the Clerk had heard nothing further. Perhaps the NHS needed to look at someone else taking on the practice as it was costing NHS money for the building to stand there empty.

Clerk to obtain a list of dates for Mark Harper's surgery dates as the Chairman said that he would attend to see if this matter can be progressed.

**g) Westbury School:** Councillor Phelps reported that he had met with the Head of Westbury School to have a look at the car park surface as Mr Crunkhurn had reported that it was not in good

condition as there were several potholes and one parent had had a minor injury. The potholes had been filled when he visited. On looking at the lease the Chairman and Councillor Phelps had decided that the Parish Council was not responsible for the maintenance and the rent charged does not reflect a “made-up” car park but the Parish Council are happy for the School to make good any defects. Clerk to inform Mr Crunkhurn.

**h) 100 years since the outbreak of the Great War:** Numerous activities are taking place around the Country to make this occasion by way of planting poppy seeds and revamping war memorials. The Chairman thought it would be an idea to re letter the names on the war memorial as they were becoming difficult to read. Clerk to make some enquiries. Councillor Landon reported that she had done quite a lot of research into the people on the war memorial but this exercise was not complete.

**i) Bus Shelters:** The Clerk went through each report for the bus shelters that the Councillors had completed and the necessary actions were agreed. The Clerk would ask Mark Maycroft to quote for the various repairs that were required to several shelters.

Regarding Stantway Bus Shelter the Clerk reported that Mark Maycroft had quoted £365 for repairs to the roof and cover in good quality felt, jet wash outside and inside, repaint inside in black paint and restrain outside in a good quality dark stain. The Councillors agreed this cost.

The Chairman reported that there are no timetables the bus stops at both sides of the road near Broadway Lane and you are expected to text for the next three buses. This is most unsatisfactory and the Clerk agreed to email Graham Roberts.

## **9 CORRESPONDENCE: None**

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

**The Strand:** Following on from when this matter was discussed earlier in the evening it was agreed that Councillor Brooke would complete the forms to get this piece of land registered in the Parish Council’s name. Regarding the parked crane Councillor Stephens said he would speak to the FODDC about this. In the long term it was felt that perhaps the car park should be marked and perhaps a quote should be obtained for marking this out.

**11 DATE OF NEXT MEETING:** Monday, 19 May at 6.30pm.

The Chairman closed the meeting at 9.30pm.