

# WESTBURY-ON-SEVERN PARISH COUNCIL

Minutes of the Meeting held on Monday 20 January 2014 in Westbury Parish Hall.

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

Members of the Public: 10 (partial attendance)

**1 APOLOGIES:** Councillor Ensor and District Councillor Edwards. Councillor Stephens would be late.

**2 MINUTES OF MEETING:** Minutes of the meeting held on Monday, 16 December 2013 were agreed and signed after a few slight amendments.

**3 DECLARATION OF INTEREST:** None

**4 PUBLIC COMMENT:** As most of the parishioners present were from The Strand area and were interested in agenda item **8a) Flooding 3 & 4 January 2014 – Affects on the Parish**, the Chairman agreed to bring this matter forward.

Mr Alan Hyett read out his email he had sent to the Clerk which stated that on 30 or more occasions in the last 3 months his carers had been unable to get to his house due to the Strand Lane and Rodley Road flooding, and he felt that the problem had got progressively worse over the last 3 years. He believed that several years ago the parish council managed to get the system of ditches, culverts, the brook, and drains cleared out; and also included had been raising the road down The Strand by about 4 inches. After this work was done the residents of The Strand had a number of years flood free. Previously when The Strand became impassable the water subsided within about 4 hours - now it could take 12 to 24 hours and sometimes a couple of days.

The Clerk reported that Mr Rattenbury had given a verbal report on his findings following inspection of the various drains/outlets/ditches, etc., during recent heavy rain. He felt that the problem area was down by the sewage works where the vegetation needed to be cutback to allow the water to flow more freely and quickly.

A lengthy discussion took place regarding the history of the area, and possible contributing factors why the water does not drain away quickly enough.

It was agreed that the Parish Council would provide a limited supply of sandbags (see later in the minutes for discussion on this). The Parish Council also would arrange a meeting with Brian Watkins, Gloucestershire Highways, the Chairman and Vice-Chairman of the Parish Council, Councillor Stephens, Alan Hyett and Richard Few/Bob Hyslop representing the Internal Drainage Board, as the IDB may be able to offer some help with maintaining some of the ditches.

## 5 PLANNING MATTERS

**a) Applications:** **P1394/13/FUL** Brambledene, Broadoak: Alterations & single storey side extension. Erection of a detached garage and garden shed. (Demolition of existing garage).

Following a site inspection on the 21 December the following comment was sent to the FODDC: The Parish Council has **no objections** to this application.

**b) Decisions & Appeals:**

**Decisions:** P1394/13/FUL Brambledene, Broadoak: Alterations & single storey side extension. Erection of a detached garage and garden shed. (Demolition of existing garage) - **Granted**

**Appeals: None**

**c) Site Inspections:** None

**d) Premises Application Apple Orchard Caravan and Campsite, Adsett:** The Chairman reported that Frank Russell had requested clarification of the Parish Council's representation to the part of the application where members of the public are able to purchase alcohol. A representation had been sent to Mr Russell as requested and he had agreed to take the application to a hearing of the licensing Authority so that the Parish Council could have the opportunity to amplify and clarify their concerns. This will be on Tuesday, 28 January at 10am at the FODDC offices. It was agreed that the Chairman and Vice-Chairman would attend.

## **6 FINANCIAL MATTERS:**

**a) Internal Audit** – Councillor Green 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 January 2014	682.50	
Less tax for January	0.80	
Less NIC	<u>4.38</u>	677.32

Cheque No: 001553

Inland Revenue payments due for January

NI for PC	5.73	
NI for FJW	4.38	
Tax FJW	<u>0.80</u>	10.91

Cheque No: 001554

Greenfields Garden Services Ltd: Repairs to wet Pour surface as per quotation.

475.00	
<u>VAT 95.00</u>	570.00

Cheque No: 001555

System Force IT: Renewal of website hosting

1.1.14-31.12.14	30.00	
	<u>VAT 6.00</u>	36.00

Cheque No: 001556

Martyn Gardner – honorarium for carrying

Internal audit for the half year ended  
30 September 2013

25.00 Cheque No: 001557

**Accounts for Payment**

**£1319.23**

### **Receipts**

Damsell Monumental Masons: Fee for a tablet  
For the late Margaret Knight 80.00

Western Power: Wayleave payments 47.34

**Total Receipts** £127.34

**c) Grass Cutting Contract 2014-2016:** The Clerk reported that she had spoken with Ilex Garden Services and negotiated a 3% increase for 2015 and a further 3% for 2016.

**e) Internal Audit Report for half year ended 30 September 2013:** The half year internal audit report together with the Clerk's response and the auditor's response of the 7 January had been circulated to all Councillors a week prior to Monday's Parish Council meeting. It was agreed that the Clerk would email Mr Gardner stating that the Councillors would like to thank him for his responses and confirm that they will pay due to account to all of them, and respond in an appropriate manner.

## **7 GAPTC/NALC MATTERS:** The Chairman reported as follows:

- He had attended a Management Committee Meeting where they were looking at ways GAPTC could be re-organised to make the organization more cost effective and efficient.
- Grants are available for the planting of trees – minimum £100-max £700 deadline 31 March 2014. He reminded the councillors that the Parish Council needed to replace the two trees that were removed in the Burial Ground. It was considered it may be a project for the school to become involved in and it was agreed that Councillor Phelps would approach Westbury School.

## **8 MATTERS ARISING:**

**a) Flooding 3 & 4 January 2014 – Affects on the Parish** Although this agenda item had been discussed, in part, earlier in the meeting further lengthy discussions took place. Peter Hibberd (FODDC Strategic Director) had sent a copy email to the Clerk clarifying the FODDC's position on their sandbag policy as they had received a number of calls from people requesting sand bags. It was decided at a Cabinet meeting 8 September 2011 to be:

- *Supports the national message from the Environment Agency that property owners within flood risk areas should make their own preparations in advance.*
- *Will not supply sandbags in the event of flooding emergencies to protect individual properties.*
- *Will continue to retain small stocks of sandbags for strategic deployment at its discretion in the event of flooding emergencies.*
- *While the proposed policy gives greater clarity it would not prevent the council from providing help to elderly, vulnerable or disabled residents in certain circumstances (for example, in a very limited local emergency affecting only a few properties).*

Councillor Townsend said he had been contacted by a vulnerable resident at the old people's bungalows in Westbury and with great efforts he had managed to get around 80 bags sent from FODDC at 6.50am on Friday, 3 January. The Clerk reported that she had telephoned two local builders merchants and had obtained quotes for a tonne of sand and 100 sandbags which would apparently fill approx 80 sand bags (12.5kg per bag) – £79 plus VAT from Hales at Drybrook and £127.29 plus VAT from Travis Perkins at Cinderford. With the strong possibility of further flooding it was agreed to order a tonne of sand and 100 sandbags from Hales at Drybrook. The Councillors were aware that this would not go very far so would have to limit people to 5 bags per household – really it was a token gesture for those people who were most at risk of flooding and those people would be emailed to advise them that sandbags would be available. It was felt that a central place for the sand and bags would be Mr & Mrs Sterry's Yard in The Village, and Councillor Stephens said he would see if they were happy for the sand and bags to be left there. If so the Clerk would then arrange delivery. Councillor Brooke referred to the GCC Flood Guide which was very useful and wondered if new residents had a copy of it. She said she would try and get further hard copies, however it is still available on line.

**b) Play Area:** Councillor Townsend said that he had inspected Greenfields repair to the wetpour surfacing and it was OK

**c) Highway Matters: Jordan's Hill Bridge/Railway:** A discussion took place about the fact that still nothing had been done about this matter. The safety of the A48 has been discussed by various parties following the recent fatalities in Blakeney. Councillors felt that if nothing was done by Network Rail to cutback the overgrowth on the railway embankment then there could well be further fatalities. Several Councillors were keen for a working party to be formed and inform Network Rail that they would be cutting back the vegetation on a certain date and time, but there was lack of agreement. However, it was agreed that Councillor Phelps would get in touch with the local papers to raise awareness of the fact that despite the Parish Council emailing Network Rail about the dangerous situation with regards to the vegetation they refuse to do anything.

**A48 ponding by Chaxhill Hill Farm:** Nothing to report

**Culvert by The Glen, Adsett:** Nothing further to report

**Flooding Strand Lane:** Another lengthy discussion took place.

**Flooding outside Box Bush Farm, Rodley:** The Clerk said that she had been informed by Richard Hewlett that Glos Highways had taken just over 2 hours to rectify the flooding issue.

**Flooding outside The Glen, Adsett Lane:** Councillor Stephens said he was meeting with Brian Watkins to discuss this issue.

**Broadoak – The Gables:** Flooding in the lane at the side of The Gables – appears to be a blocked drain.

**St John's Point:** Extensive potholes that require attention.

**Church Lane:** Blocked drain.

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

**d) Footpaths:** Councillor Townsend reported:

- A stile had been installed on the bridle path from Northwood Green to St John's Point at the back of Frocester House
- Still awaiting permission from Mr Maunder before any waymarking can be done at Adsett and Chaxhill as permission has to be obtained from the landowners.
- A reply had been sent to Mr Rigler re the New Contract from 1 April 2014 with Amey. Mr Rigler informed the Parish Council that a meeting would be arranged between volunteers/interested parties and AMEY in the near future.

The Clerk had received a reply email from Mr Maunder regarding EWS 81/1, stating that he had advised Councillor Townsend that this path was one that they had investigated in previous years following their asset survey, and the result was that they could not show that the path actually linked with the Walmore Common but oddly, from local comment, was a link with a building which may have been a butchers /slaughterhouse. The 1923 OS map supported this information and consequently a PROW management decision was taken not to pursue this matter any further. Following their findings the owner of the property over which the path passes was considering an extinguishment but to date has not submitted an application.

It was agreed that as an extinguishment had not been applied for then the footpath should be still able to be walked. Clerk to email Mr Maunder.

**e) Emergency Planning:** Councillor Brooke reported the following:

- Was updating the plan with new contact details that she had received.
- Contact the refuge centre contacts in case these centres needed to be opened up “out of hours”
- Two people have expressed an interested in becoming community co-ordinator.
- Almost at a point to send a draft through to the FODDC.

**f) Doctors Surgery:** It was agreed that the Clerk should send an email to those people who were involved and helped with getting the Doctors Surgery up and running, thanking them for their input.

**g) Autograss:** The Clerk confirmed that she was still waiting to receive confirmation from Wendy Gardner on the 2014 dates prior to publishing them on the website.

**h) Flaxley School Rooms - Request for Streetlight:** Councillor Stephens reported that he had received a costing from Brian Watkins of £1500 to install a light. Clerk to notify Mrs Hughes of this cost.

**i) Telephone Kiosk – Chaxhill:** Remedial repair works can take place in the better weather.

## 9 CORRESPONDENCE: None

## 10 MATTERS RAISED FOR NOTIFICATION:

**PSW Metals Ltd:** Councillor Stephens said that he would go to site and make some enquiries.

**Community Transport Partnership:** Councillor Landon said that she had spoken with Ann Marie Hitchings confirming that the Parish Council was happy to support the scheme and would

like to be part of it.

**11 DATE OF NEXT MEETING:** Monday, 17 February 2014.  
The Chairman closed the meeting at 9.35pm.

