

WESTBURY-ON-SEVERN PARISH COUNCIL

Minutes of the Meeting held on Monday 16 June 2014 in Westbury Parish Hall.

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

Members of the Public: 6

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

2 MINUTES OF MEETING: Minutes of the meeting held on Monday, 19 May 2014 were agreed and signed after one amendment.

3 DECLARATION OF INTEREST: No declarations of interest were tendered against any of the agenda items.

4 PUBLIC COMMENT: A Highways matter was raised by a parishioner in relation to the state of a portion of Goose Lane. It was agreed to pick up the matter under the agenda item 10(b).

5 PLANNING MATTERS

a) Applications:

P0605/14/FUL Glevum Windows & Conservatories, Broadoak: Expansion of existing premises to provide 2 new buildings (workshop, training, office and storage facilities). Improved parking and manoeuvring areas.

Comments to the Forest of Dean District Council:

In the Parish Council's view, in several instances this planning application misinterprets the National Planning Policy Framework document, and it lacks compliance with the intent of FODDC's Strategic Vision and several of its Adopted Core Strategy Policies such as CSP.1: Design and environmental protection, CSP.2: Climate change adaption, CSP.3: Sustainable energy and development proposals, CSP.4: Development principles, development at settlements, and CSP.16: Villages. It also ignores the intent of CSP.7. For the reasons given, the Parish Council **objects** to the planning application.

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

Comments to Forest of Dean District Council:

The Parish Council has **no objection** this application.

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

Comments to the Forest of Dean District Council:

The Parish Council **supports** this application

P0866/14/FUL 3 Stantway Lane, Westbury-on-Severn: Alterations and erection of a single storey rear extension and associated low retaining walls, steps and ramp. (Demolition of existing conservatory and outhouse).

Comments to the Forest of Dean District Council:

The Parish Council **supports** this application.

b) Decisions:

P0563/14/FUL Hill Farm, Upper Rodley Road, Rodley Erection of a barn for the housing of cattle -
Granted

P0564/14/FUL Hill Farm, Upper Rodley Road, Rodley Erection of a barn—for the housing of cattle - **Granted**

P0519/14/AG Hill Farm, Upper Rodley Road, Rodley: Erection of a general purpose agricultural building – **Granted**

P0309/14/FUL The Paddocks, Lower Ley Lane, Minsterworth: Extension to existing garage to provide additional parking bay & leisure facilities. Change of use of associated portion of land from agricultural to residential cartilage - **Granted**

P0243/14/FUL The Roosting Place, Elton Road, Elton: Change of use of existing holiday cottage to dwelling house with ancillary works - **Granted**

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

Appeals: None

c) Site Inspections: None

Any Other Planning Matters:

Proposed Development at Stantway Lane: The Chairman reported that he had received a telephone call from Stephen Ingram, Development Manager for Two Rivers Housing and a follow up email from him had been circulated to Councillors. Two Rivers Housing are at the early stages of proposing a development consisting of 2 x 2bedroom houses and 4 x 1bedroom flats in the parish. The proposed location is the existing garage site positioned between Gatwick Close and Ridgeway House. It is understood the proposed development has been discussed with the planners at the FODDC and the site will be treated as an exception site. It was agreed to invite Mr Ingram to the September Parish Council meeting to discuss the matter with him.

6 FINANCIAL MATTERS:

a) Internal Audit – Councillor Stephens 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 June 2014	682.50		
Less tax for June	4.00		
Less NIC	<u>2.34</u>	676.16	Cheque No: 001581

Inland Revenue payments due for June

NI for PC	5.03		
NI for FJW	2.34		
Tax FJW	<u>4.00</u>	11.37	Cheque No: 001582

Ilex Garden Maintenance – 4 th cut	641.76		Cheque No: 001583
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Ilex Garden Maintenance – 5 th cut	641.76		Cheque No: 001584
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Mrs F J Wallbank: Land Registry fee	40.00		
Cost of photocopying deeds etc	<u>4.12</u>	44.12	Cheque No: 001585
Accounts for Payment		£2015.17	

Receipts

F J Cambridge & Co: Additional inscription	25.00		
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Total Receipts **£25.00**

c) Clerk's Annual Salary Review: The Clerk said that last May it was agreed to annually review her salary so had circulated a spreadsheet with the agenda. The Clerk left the room whilst this matter was discussed. It was agreed to award her a 1% increase which represents an extra £6.83 per month and this would be back dated to 1 April 2014. The Clerk thanked the Councillors.

9 GAPTC/NALC MATTERS: The Chairman reported that an advertisement had gone out for a new Chief Officer to replace Kim Bedford, who will leave her post as Chief Officer at the end of September

and interviews for her replacement will take place shortly.

GAPTC AGM on the 16 July. As well as the Chairman attending via his GAPTC role Councillor Phelps said he would attend to represent the Parish Council. The key items on the agenda are the association's proposed new executive management arrangements and the election of the new President. The Chairman took the Councillors through the various AGM propositions and it was agreed how the Parish Council would vote.

10 MATTERS ARISING:

a) Play Area: John Hicks carried out the RoSPA inspection on the 14 May and his report had been circulated to the Councillors for their information. Councillor Brooke pointed out that there are in fact two benches. Mr Hicks had no major concerns.

b) Highway Matters:

Problems around the Parish: The map that Councillor Phelps had run off a map of the Parish and highlighted on it matters that required attention had been forwarded to all Councillors. No additions had been raised, but following the Highways Matters raised in Public Comment it was agreed to add Goose Lane to the map because of concerns that the road is giving way and has potholes. Councillor Stephens said he would also speak with Mr Watkins about the state of Goose Lane.

c) Footpaths: Councillor Townsend was not present to give an update on this matter. The Chairman said that previously Councillors had discussed walking various footpaths that were reported to have problems/being blocked and it would be a good idea to do this in the next couple of months. It was agreed to wait until Councillor Townsend returned and to circulate suitable dates to Councillors.

d) Emergency Planning: Councillor Brooke reported that her spare time she had been taken up with matters relating to The Strand. She would report further next month.

e) Doctors Surgery: The Clerk had requested an update from Fiona Devonport following the various installations but was still awaiting a response. Councillor Stephens said that he had spoken to the Practice Manager Gerry Barclay who was extremely dismayed that the surgery was not up and running. It was noted that 4 years have passed since the public meeting was held about the Westbury Surgery closing.

f) 100 years since the outbreak of the Great War Councillor Landon said that she had done further work on researching the names on the War Memorial, however there were several names where she was missing any information. She would circulate these names in case any Councillors had information. Councillor Brooke suggested promoting the project at the Village Show.

Councillor Stephens had spoken to Mr Martin who was more than happy for the Parish Council to look at re-lettering the names on the War Memorial, and he had suggested contacting F J Cambridge.

Councillor Landon thought the "Lights Out" event on the 4 August to mark the centenary of the First World War, that the Clerk circulated via email, was a very good idea. Every household will be asked to turn out their lights on the 4 August at 11pm.

g) Bus Shelters: The Clerk reported that she was still awaiting quotations from Mr Maycroft on the works required to the bus shelters.

Any Other Matters:

The Strand: Councillor Brooke reported that as requested by Land Registry she had completed form C1 and sent this in. However, the form was returned again as the original Deed of Right was required and the Parish Council were asked to complete yet another form. She was very pleased to report that finally the original Deed of Right had been collected from Langley Wellingtons and she passed these documents over to the Clerk as they would have to be sent to Land Registry.

11 CORRESPONDENCE:

a) Post Office – Temporary Closure of Westbury-on-Severn Post Office: The Clerk reported that she had received a communication from the Post Office informing that the Post Office facilities at the Dive In Bookshop would be closing temporarily on 24 July at 2pm due to the resignation of the sub postmaster. However a few days later she was informed again by the Post Office that the branch will not be closing temporarily and service will continue to be provided until further notice at the current site.

b) GCC: Highways Information Evening 21 July 2014 6-8.30pm: It was agreed to try and send a representative.

c) GCC: Active Together?: Following on from last month when Councillor Stephens gave a short report on this matter. GCC have now written to all Gloucestershire Parish and Town Councils informing them of the scheme. Community groups including parish and town councils can apply for a grant of anything up to £30,000 to create physical and sporting activities locally. This funding will be available over the next 2 years but will be allocated on a first come first served basis.

d) CPRE: The Forest of Dean an Area of Outstanding Natural Beauty: Leaflet promoting the case for designation has been sent to the Parish Council for information.

e) GRCC: Village of the Year 2014: It was agreed that perhaps 2014 is not the year to enter Westbury-on-Severn as there are major works taking place at the Hall.

Any other Correspondence:

GCC Local Transport Plan Review 2014 Information Event: Thursday, 3 July 2014 2-4pm at Shire Hall. Councillor Stephens said that he would be attending.

Environment Agency: The EA require access to the carpark at the Severn Bore Pub to undertake ground investigation surveys as part of an ongoing flood defence scheme. These will take place on the 23 June 2014. They are also liaising with the tenant- Mr Beale.

12 MATTERS RAISED FOR NOTIFICATION:

Churchyard Hedge and Footway: The hedge and footway is in need of a tidy up. Councillor Phelps said that he would help, and that he would speak with Councillor Radley.

Councillor Stephens said he and Councillor Townsend had a large bonfire at the Churchyard to get rid of all the brash from the fallen tree.

The Chairman closed the meeting at 9.25pm.