

WESTBURY-ON-SEVERN PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 18 March 2019 in Westbury Parish Hall.

PRESENT: Councillors - P Brooke
P Ensor
C Evers – Chairman
J Henry
D Landon
S Phelps – Vice-Chairman
P Radley
M Townsend
Mrs F Wallbank – Clerk
County Councillor B Robinson (partial attendance)

Members of the Public: 6 (some partial attendance)

1 APOLOGIES: Councillor Hill

The Chairman went through the Emergency Procedure

2 MINUTES OF MEETING: Minutes of the meeting held on Monday 18 February 2019 were agreed and signed after several minor amendments were made

3 DECLARATION OF INTEREST: None

The Chairman brought forward this agenda item f) Autograss 2019: Mike Gunn introduced himself and said that Autograss was keen to get involved with events in The Village. There had been some changes to the management and Mr Gunn said he would send the Clerk the contact details. Also, he had sent the Clerk the dates for 2019 which are 24 March, 28 April, 12 May, 7 July and 8 September. They confirmed that they are not planning to hold any 2-day events.

4 PUBLIC COMMENT: Received.

5 PLANNING MATTERS:

a) Applications:

P0265/19/FUL New House, Leycott Farm, Lower Ley Lane, Minsterworth: Change of use of land to residential including the erection of a two-storey double garage & associated works

Comments to the Forest of Dean District Council:

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

P0235/19/FUL Land between The Lawns & The Hay Barn, Chaxhill: Approval of reserved matters for outline planning permission P0478/17/OUT for the erection of two detached dwellings with associated garages

Comments to the Forest of Dean District Council:

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

P0318/19/FUL Fountain Cottage, Rock & Fountain Lane, Rodley: Variation of condition 02 to allow for the installation of 6 dormer windows (part-retrospective) It was agreed to make a site visit on Saturday, 23 March at 10am. Clerk to arrange

b) Decisions: P0022/19/FUL Upper Ley Farm, Upper Ley, WOS: Erection of an animal's health barn - **Granted**

Appeal Decisions: None

c) Site Inspection: None

d) Enforcement:

Northwood Green House, Northwood Green: Nothing to report

6 FINANCIAL MATTERS:

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

b) Accounts for payment and receipts:

Mrs F J Wallbank:

Salary – 1- 31 March '19	733.65		
Less NIC	3.80		
Less Tax	3.60	726.25	Via Bank Transfer

Inland Revenue:

Tax FJW	3.60		
NIC FJW	3.80		
NIC PC	<u>4.37</u>	11.77	Cheque No: 001836

Lydcare Donation 200.00 Cheque No: 001837

Northwood Green Playing Field rent 10.00 Cheque No: 001838

Chairman's Allowance for the period
1 October 2018 – 31 March 2019 25.00 Cheque No: 001839

Brunel Surveys Ltd:

Purchase of background map and composite Drawings	238.00		
	<u>VAT 47.60</u>	285.60	Via Bank Transfer

FODDC: Renewal of Garden Waste Licence for

Burial Ground 32.00 Cheque No: 001840

Accounts for Payment: £1290.62

Receipts

MS Watkins: Burial fees in connection with the late:

Cyril Andrew Martin

Ian Iredale King

Hilda May Wellington 405.00

Total: £405.00

7 GAPTC/NALC MATTERS: Councillor Evers gave an update following the Executive Committee held on the 21 February.

8 MATTERS ARISING:

a) **Play Area:** Councillor Henry said he would paint the equipment in the better weather. Councillor Radley said he would look at the sign and see if it needs any attention. Councillor Landon felt it would be beneficial if a working party was held to tidy up the play area. Arrange to coincide with the 3 monthly inspection which is due week commencing 15 April.

b) Highway Matters:

Bus Shelter: Mr Mason had submitted a quote for the necessary repairs to the bus shelter at the bottom of Wintles Hill. He found that the concrete slab or foundations that the shelter is built upon has suffered from subsidence recently which has caused the wall to crack. Due to the cost of the repairs Councillors asked to request a further two quotations in line with the Financial Regulations. Clerk to action.

Elton Lane: Roadside drain blocked. Clerk to report.

Litter Northwood Green: Street warden was making a visit to see the problem. Main litter comes from the recycling lorry as the doors are not closed before they drive off.

Court Farm Wall: Councillor Phelps that this was on Highways list of jobs.

Chaxhill House: Still a problem with water hanging around on A48 at this site.

Wintles Hill: Sign needs repairing as it is hanging off.

c) Footpaths: Councillor Townsend reported as follows:

- There is a locked gate by the disused bridge by Boseley. A letter had been written to the landowner who had agreed to put a stile in adjacent to the gate.
- Footpath from Chaxhill to Walmore Common – this is subject to legal proceedings
- EWS146: Following report of blocked route, the hedgerow was cleared of overhanging blackthorn on 27 February and a new sign head installed at the eastern end of the footpath on 27 February.

d) Burial Ground: Extension: At the request of the planners the PC have had to have produced and lodge on the file a detailed topographic/drainage/security fencing drawing of the area of the top and bottom fields marking the minimum area to be offered to the school, and that it would be possible for them to lease more land.

e) Closed Churchyard: Councillor Landon reported that she had been trying to meet with the contractors to discuss the management of the grass. It may be necessary to purchase some compost bins for the Churchyard.

Repairs to Wall: The Chairman reported that he had received another quotation from Mr Garlick following his visit to the Churchyard. It was agreed that as this was an additional £1000 + to those received last year the PC would require another quotation. Clerk to obtain.

f) Autograss 2019: See above

g) Gatwick Close Care Home: The Clerk had circulated the letter from a resident to the Councillors prior to the meeting. The Chairman confirmed that the Care Home has a licence for 14 residents. County Councillor Robinson said he would speak with Mr Bungard at GCC and it was agreed that the letter should be sent to the appropriate authorities; *ie.* GCC Social Care Group and lead Councillor. The main concern is the safety and supervision of the young people.

h) May Elections 2019: The Clerk said that notices had been put up on the noticeboards and information will be put on the website. Nominations need to be into the FODDC office by Wednesday 3 April.

i) First Aid Course – CPR: Councillor Landon said that she had spoken to the PHMC and they had said that they were willing to “negotiate” on the hire of the hall for first aid course. GCC will fund the courses, tutors, travel, do the planning and provide marketing material and there will be no charge to the PC or learners. The courses are delivered over 3 hours. If GCC run 2 in a day, they start would be 9.30 or 1pm. The courses are short skill sessions focusing on basic first aid covering CPR, using a defibrillator, managing unconscious casualty. Everyone should have the opportunity to learn about CPR and if it works in your community, there are no restrictions on how many courses to deliver. We could make it an annual event. Prospective dates 22-25 May. Clerk to contact the PHMC.

Defibrillator: Councillor Henry said he had emailed the person responsible in his role as Trustee of the Gloucestershire Masonic Charity Action. They had a legacy which they used to buy defibrillators for masonic halls and with the money that was left they are putting them out to communities following the advice of the Community Heartbeat Trust. He had put Northwood Green forward and was waiting to hear back.

i) Registration of Community Asset: The Post Office has been put on the market for sale. The current tenant is keen to keep running the shop and post office. A short discussion took place about registering the building as a Community Asset and it was agreed that the Chairman would pursue this.

9 CORRESPONDENCE:

Noticeboard in The Village: Councillor Landon said that she had received comments from the PHMC that it is difficult to put things on the village notice board because of the nearby tree. The suggestion was that the PC might consider moving it down to the corner of the churchyard or elsewhere in the village. It also seemed as if we might need a noticeboard ‘monitor’ as apparently a lot of stuff stays on there long after its ‘sell by date’. Councillor Phelps said that the tree was drastically cut back in the Summer and no longer interferes with the noticeboard and the Chairman said he regularly removes obsolete notices.

10 MATTERS RAISED FOR NOTIFICATION:

Thanksgiving Service – Sunday 31 March at the Church 10am

Milestones to be put on the agenda for the April meeting.

May Parish Council Meeting: Due to the Elections being held on 2 May the Parish Council meeting

scheduled for the 20 May has to be brought forward to Thursday 9 May commencing at 6.30pm with the Annual Parish Meeting followed by the Annual Council Meeting.

11 DATE OF NEXT MEETING: Monday, 15 April 2019 commencing at 7.00pm.

Meeting closed at 9.09pm