

WESTBURY-ON-SEVERN PARISH COUNCIL

Minutes of the virtual Parish Council Meeting held on Monday 19 April 2021 via Zoom

PRESENT: Councillors - P Ensor
J Henry
D Hill
A Hyett
D Landon – Vice (partial attendance)
S Phelps – Chairman
M Townsend
F Wallbank
CC B Robinson (partial attendance)

Members of the Public: 0

1 APOLOGIES: Councillors Radley and Woodman.

A minute's silence was held to mark the passing of Prince Philip

2 MINUTES OF MEETING: Minutes of the virtual meeting held on Monday, 15 March 2021 were agreed and signed by the Clerk

3 DECLARATION OF INTEREST: None

4 PUBLIC COMMENT: None present

5 PLANNING MATTERS:

a) Applications:

P0031/21/DISCON Wayside, Upper Rodley Road, Rodley: Discharge of condition 05 (roofing & external facing materials) & condition 6 (foul & surface water drainage) of P1123/17/FUL

Comments to the Forest of Dean District Council:

The Parish Council notes this application

P0350/21/FUL Orchard Cottage, Rodley Court Road, Rodley: Erection of a single storey rear extension

Comments to the Forest of Dean District Council:

The Parish Council has no objections to this application

P0558/21/FUL Brook Farm, Brook Lane, Adsett: Erection of a portal framed agricultural building for the housing of cattle

Comments to the Forest of Dean District Council:

The Parish Council supports this application

P0666/21/FUL & P0667/21/LBC Wintles Hill House, Wintles Hill, WOS: Erection of a first-floor extension over existing garage

Comments to the Forest of Dean District Council:

The Parish Council has no objections to this application

P0683/21/AG Land at Boxbush Farm, Upper Rodley Road, WoS: Prior notification for the erection of a general-purpose farm building

Comments to the Forest of Dean District Council:

The Parish Council notes this application

P0476/21/FUL Keepers Cottage, New Road, Popes Hill, Newnham: Proposed replacement dwelling and conversion of outbuilding for annexed accommodation. Conversion and extension of existing outbuilding to form garage/store. Temporary siting of mobile home during construction of replacement dwelling.

Comments to the Forest of Dean District Council:
The Parish Council has no objections to this application

b) Decisions: None

Appeals: None

Appeal Decisions: None

c) Site Inspection: None

d) Proposed development at Churcham: The Chairman reported that this matter was going to full Council due to the number of signatures that was on the petition raised by Churcham. The monitoring officer decided that as several Councillors were standing for County Council elections this matter would be deferred to the May meeting.

Councillor Landon joined the meeting

e) Ley Park – Enforcement: The Chairman reported that the new officer that the FODDC had assigned to this case has resigned from post. Awaiting a new officer to take over the case. He has contacted Kevin Stannard, Deputy Surveyor, Forest of Dean, Forestry England. regarding the PC's concerns regarding what is occurring in the wood.

Councillor Townsend gave a short report following his meetings with several of the woodland owners. One of the main concerns is that some woodland owners are putting up their own notices on the waymarking posts which is confusing. Some of the woodland owners are attempting to restrict access to the public walking through the wood on the tracks that are not official footpaths

The Chairman stated the hard roads will remain the property of the Woodland Company

CC Robinson joined the meeting

Councillor Henry raised the point that if you are a woodland owner that has designated footpaths through the plot you are responsible to keep the footpaths in order however if historically people have been walking a particular route which is not an official footpath, then it is frustrating people are walking everywhere through the wood when it is not an official footpath.

Action group called "Watch Over Adisham Woods" based in Kent, are drawing attention to this matter via putting a paper before parliament to get some sort of guidelines together on the management of woodland plots.

6 FINANCIAL

a) Internal Audit Councillors agreed the payments and Clerk signed financial sheets

b) Accounts for payment and receipts:

Mrs F J Wallbank:

Salary – 1- 30 April '21	764.01		
Less NIC	0.00		
Less Tax	0.60	763.41	Via Bank Transfer
Inland Revenue			
Tax FJW	0.60		
NIC FJW	0.00		
NIC PC	<u>3.73</u>	4.33	Via Bank Transfer
James Walkey Cox: Management of Closed Churchyard for April		378.33	Via Bank Transfer
GAPTC: Renewal of subscription due on the 1 April 2021		478.24	Via Bank Transfer
Data Protection renewal fee due 5 May 2021 – refund due to Clerk		40.00	Via Bank Transfer

Community Heartbeat: Annual support cost 1.5.21-1.5.22	135.00		
	<u>VAT 27.00</u>	162.00	Via Bank Transfer
Epson printer cartridges	50.62		
Refund due to Clerk	<u>VAT 10.12</u>	60.74	Via Bank Transfer
Total:		£1887.05	

Receipts

M S Watkins: Internment fees for the late Myra
D'ambrogio plus second inscription 235.00

Dennis Beale – rent for carpark 75.00

FODDC: First half annual precept payments 13000.00

Total: £13310.00

c) Audit for the year ended 31 March 2021 – Signing of Annual Governance Statement the Clerk took the Councillors through this and agreed response. The Chairman and Clerk arranged for the Statement of Assurance to be signed.

d) Audit for the year ended 31 March 2021 – Signing of Accounts the Chairman and Clerk arranged for these to be signed.

7 MATTERS ARISING:

a) Highways Matters: Bad potholes on the A48 just after Lyes on the way into Gloucester near the central white line and towards The Dinney also at The Junction of Hunthill where it joins the A48 surface breaking up with loose gravel.

Tree Planting: The Chairman reported that these were planted by one of the departments of the CC to compensate for trees lost during the Ash Dieback. Did not consult with the Highways and Parish Council. Caused quite a major problem and Highways are insisting that some of them are replanted next year. CC Robinson would take this up with the CC.

b) Burial Ground: Proposed extension: The Chairman reported:

- Smiths have submitted a further quotation to include the creation of a gravel path and reseeding
- Contacted Sports England regarding the availability of possible grants but unfortunately, they are not making any grants available at the moment. They said they would send him a list of other possible Grant Giving Bodies
- Councillors Hyett and Henry to meet with the Chairman to discuss the fence requirements
- Clive Reynolds will have to submit all the drawings and specifications to the FODDC who will then in turn have to submit these to Sports England who must be in full agreement that they are happy with the proposed works.

The following was agreed:

1. Clerk to speak with Mr Miliband to get him to provide much more detail
2. Obtain at least another written quote from a drainage specialist – Councillor Ensor suggested SDG Groundworks – Steve Grindle
3. Fencing Committee will meet and discuss.
4. Clerk to contact GAPTC and GPFA to see if anyone else has had experience with extending playing fields and Sports England

Mr Gardner's letter regarding his concerns had been circulated to the Councillors for their attention. The Chairman had drafted a response which the Councillors were in full agreement with.

c) Play Area: The Councillors met up to clean the area and the play area looks very tidy. Councillor Townsend is concerned about the wear to the wetpour surface under one of the swings. It was agreed that Councillor Townsend would investigate purchasing a wetpour patch kit for a cost of around £70 before any work is done about the surface lifting around the edges.

d) Footpaths: Councillor Townsend reported as follows:

- New bridge has been installed on EWS 9, edge of Ley Park Woods
- Also, a new bridge installed behind Frocester House on EWS 38
- Waymarker post has gone missing from Ley Woods
- Geoff Wheeler's report had been circulated to the Councillors for their information

Councillor Landon has a record of those people who had volunteered to litter pick that she would ask them if they would like to help in walking all the paths in the Parish to assist the Parish Council in compiling a report

e) Climate Change: Councillor Landon said there was little to report

Litter Pick: Saturday, 24 April Councillor Landon is co-ordinating the project. Richard Cook will lend 50 litter pickers and 50 high viz waistcoats and Councillor Townsend has a quantity of plastic bags. The full bags of litter will be collected by some of the Young Farmers and take these to the Parish Hall and then these would be collected on Monday by the FODDC.

f) Dog Fouling Stantway Lane/Rock Lane, Closed Churchyard: Councillor Henry was talking to some residents of Stantway, and they know exactly whose dog is fouling the area. The Chairman confirmed that this information can be passed on to him or directly onto the Street Warden he has also agreed to patrol the area from time to time and will put some additional signs if necessary.

Unfortunately, there have been further episodes of dog fouling in the Closed Churchyard. It was felt even with a bin the offenders in the Stantway area will not pick up dog mess and put it in the bin. Clerk to produce some signs to be put up in the Churchyard.

g) Woodland Management - Poulton Wood: Annual costs was mainly travelling for their staff and actual costs were minimal. Councillor Henry has a friend who may well be very keen to help with the management for little cost. Clerk to check with the Insurance Company that the Public Liability insurance would cover the wood. Clerk to send a hand holding email back to Dr Parry saying that the Parish Council are still interested in taking over the management of Poulton Wood.

h) Grass Cutting: The Chairman thanked the Clerk for speaking to the grass cutting contractor following complaints received in the way the grass cuttings had been dumped around the Parish. Unfortunately, he had also failed to cut the play area, the area around the seat opposite the dentist and around the perimeter at NWG around the telephone box and bus shelter.

On the plus side the contractor of Closed Churchyard is winning praise from quite a number of people and the Chairman and Councillor Landon are receiving numerous compliments that the Churchyard looks very well cared for and there is a fine display of wildflowers.

Other Matters Arising:

Parking at The Strand: Complaints have been received as there is a breakdown vehicle parked in the carpark. Also, people are having difficulty in getting in and out of The Old Mill negotiating the corner due to the vehicle being parked where it is. It was agreed that the Clerk would write to the owner of the vehicle stating there is no overnight parking.

Bench at Jordan Hill: There is a broken rail. Councillor Townsend said he would look at this and ask Severn Valley Woodworks if they could provide a new rail.

8 CORRESPONDENCE:

a) FODDC – Flood Defence alternative to sandbags: Letter circulated to the Councillors for their information. It was agreed that the Clerk would clarify if the FODDC would provide the suggested alternative at their cost.

Any Other Correspondence:

Lower Severn Drainage Board: As the Parish Council is a landowner, they are able to nominate a person to stand for election in the forthcoming elections in October. Councillor Ensor said she would be happy to stand. Clerk to contact the LSDB.

9 MATTERS RAISED FOR NOTIFICATION:

Zoom Meetings: Parish Councils can legally hold zoom meetings until 7 May 2021 however the Parish Council would break the covid regulations as we cannot meet inside as only 6 people can meet inside from different households. May be resolved on Wednesday as several Councils in Hertfordshire are

taking the Government to Court for clarification. It was agreed to wait and see the result following Court case.

10 DATE OF NEXT MEETING: Monday 17 May 2021 Annual Parish Meeting commencing at 6.30pm followed by the Annual Council Meeting venue tbc.

Meeting closed 21.04pm