

WESTBURY-ON-SEVERN PARISH COUNCIL

Minutes of the Parish Council Meeting held on Tuesday, 27 September 2022 held in Westbury Parish Hall

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

Members of the Public: None

1 APOLOGIES and Emergency Procedure: Councillors Hill and Radley

2 MINUTES OF MEETING: Minutes of the meeting held on Monday, 18 July 2022 were agreed and signed by the Chairman

Report from CC Robinson:

- Due to the death of the Queen on Thursday, 8 September 2022 the cycle race scheduled for the next day was cancelled. Questions have been asked How much money did GCC lose? Answer – very little and is in a strong place to bid for the cycle race next year. The flowers that were bought for the winner’s podium were transferred to the Cathedral
- The proclamation held on the steps of Shire Hall was extremely well attended
- Ukraine figures – 217,000 families have been rehomed nationally with 1,680 in Gloucestershire and 260 of those in the FOD with 319 children placed in schools
- GCC has received a grant of £2.7m for a UK Share Prosperity fund – this will be used to increase adult numeracy over the next 3 years
- The £5,000 grant from GCC had been received by the Clerk as a contribution towards the extension of the burial ground
- He was disappointed that Jeff Wheeler could not make tonight’s meeting to talk with the Councillors about EWS81

CC Robinson left the meeting

The Chairman reported on events he had attended following the death of The Queen:

- Attended the laying of the flowers at Coleford
- Attended the proclamation
- Been privileged to attend the Service at The Cathedral which was very moving

3 CO-OPTION OF NEW COUNCILLOR TO FILL VACANCY:

The Clerk reported that the official vacancy notices had been displayed on the noticeboards however they generated no interest. The Council can now co-opt. Ben Stephens has expressed an interest in joining the Council and it was unanimously agreed that he should fill the vacancy. Clerk to send the official paperwork and invite Mr Stephens along to the next PC meeting.

4 DECLARATION OF INTEREST: None

5 PRESENTATION FROM JEFF WHEELER RE EWS 81 - sent his apologies will arrange to meet with the Chairman and Councillor Townsend. The Chairman reported that he had spoken to Mr Wheeler that

morning who reported that it was grossly overworked and understaffed, and he currently has 1,000s of open footpath queries. Following receipt of his email earlier in the month the Chairman said there were quite a few inaccuracies in his report. **It was agreed that he would meet with Jeff Wheeler along with Councillors Townsend and Ensor.**

6 PUBLIC COMMENT: None

7 PLANNING MATTERS:

7.1) Applications:

Applications dealt with prior to the meeting

P1116/22/FUL Bojean, Grange Court Road, Adsett: Extension to rear & side of property (alteration to approved plans) P0082/22/FUL

Comments to the Forest of Dean District Council:

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

P0065/22/DISCON Wintles Hill House, Wintles Hill, WOS: Discharge of conditions 4 (finish colour) re P0218/22/FUL and 2 (finished colour) re P0219/22/LBC

Comments to the Forest of Dean District Council:

The Parish **notes** this application

P1005/22/FUL Land adjacent to Pound Farm, WOS: Erection of a commercial building comprising 619sqm of floorspace for class B8 use and E(a) external hardstanding for an agricultural machinery display/sales area inc turning/manoeuvring for large vehicles, associated staff & customer parking & associated landscaping. New vehicular access proposed from the A48 (Revised Scheme)

Comments to the Forest of Dean District Council:

The Parish **Supports** this application

Application discussed at the meeting:

P1071/22/FUL & P1072/22/LBC Ninnage Lodge, Land at Crowgate Lane, WOS: Relocation of double doorway to rear elevation, additional structural mattress plates, stone rubble openings on elevation have been faced with reclaimed brickwork etc

Comments to the Forest of Dean District Council:

The Parish Council **notes** this application

7.2) Decisions:

P0691/22/FUL Gamage Court Farm, Lower Ley Lane, Minsterworth: Erection of a menage (retrospective) **Granted**

P0664/22/LD1 The Gardens, Elton Lane, Elton: Application under section 191 to establish whether the use of "annexe" as a separate dwelling is lawful **Refused**

P0060/22/DISCON Yew Tree Cottage, Flaxley: Discharge of conditions 03 (sample panel of cleaned timber) relating to LBC P0067/22/LBC **Approved**

P0864/22/FUL Crowgate House, Crowgate Lane, WOS: Erection of a single storey extension with associated works **Granted**

PO466/22/FUL Oaklands Farm, Northwood Green: Variation of condition 2 of P1020/21/FUL to allow for roof amendments **Granted**

P0972/22/AG The Paddocks, Goose Lane, Bollow: Prior notification for the erection of an agricultural building for the storage of machinery **Application withdrawn**

Appeals: None

Appeal Decisions: None

7.3) Site Inspection: None

7.4) FODDC Second Preferred Option Strategy Consultation: The Chairman's comments re the Consultation document had been circulated to the Councillors for their approval. The Chairman said he would like to add some comments concerning education, sufficient medical provision and retail outlets. An amended response will be circulated to the Councillors for their approval. **Chairman to circulate.** The Chairman also reported that the inter parish group would be meeting on Friday to discuss a strategy for handling the housing development at Churcham which seems to be gathering momentum again.

8 FINANCIAL

8.1) Internal Audit Councillors agreed the payments and the Chairman signed financial sheets

8.2) Accounts for payment and receipts:

	Item	Expenditure	Income	Comment
1	Clerk's Salary -September Less Tax	770.12 <u>20.60</u> 749.52		Paid
2	Inland Revenue: Tax FJW NIC PC	20.60 <u>1.82</u> 22.42		Paid
3	James Walkey Cox – August	389.68		Paid
4	AM Groundcare	1090.00		Paid
5	Chairman's Allowance – half yearly	25.00		Paid
6	Northwood Green Field Rental – half year	10.00		Paid
7	Smith's (Gloucester) Ltd: First stage of Drainage Works and creation of path for the extension to The Burial Ground works as per quotation	37669.20 VAT <u>7533.84</u> 45203.24		Paid
8	PKF Littlejohn: Professional fees for carrying Out external audit	200.00 <u>VAT 40.00</u> 240.00		Paid
9	HM Customs & Excise		7810.54	
10	FODDC – second year of precept payment		16000.00	
11	GCC – Grant towards cost of extension to Burial Ground		5000.00	
	Totals:	£47729.26	£28810.54	

8.3 Completion of Audit for the financial year ended 31 March 2022: The Clerk reported that the external auditors had completed the audit and confirmed there were no issues raised. The audit completion notices had been displayed on the noticeboards.

8.4 PWLB grant for funding of second stage of Extension of Burial Ground: The Clerk explained that the first stage of the project had been completed and Smiths had been paid for the works carried out to date from Parish Councils funds. It is the intention that the second stage of the project ie fencing works will be carried out in April/May and to finance this part the Parish Council will have to take out a PWLB for the sum of £25,000 over a 10-year loan period. Based on current interest rates repayments will be around £3,000. The Clerk had prepared all the relevant paperwork necessary to be attached to the application which is submitted in the first instance to GAPTC. All these documents had been circulated to the Councillors for their attention and reading prior to the meeting so they were fully informed.

It was RESOLVED to seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a PWLB loan of £25,000 over the borrowing term of 10 years for the Extension of the Burial Ground and provision of a Sports Field for the children of Westbury-on-Severn School. The loan repayments will come to around £3000 per annum

It is not intended to increase the council tax precept for the purpose of the loan repayments.

9 MATTERS ARISING:

9.1) Highways Matters:

Road Safety: The Chairman reported that he had attended an information session hosted by Network Rail, concerning works on the Gloucester- Lydney line, he was assured by a representative that the overgrown vegetation at Jordan Hill bridge would be dealt with whilst the works were in progress. However, Network Rail have failed to do so. The Chairman has written to Network Rail and is awaiting a response.

Speed Camera: The Parish Council's application for a fixed speed camera had been successful and a location for the camera needed to be agreed with GCC.

9.2) Burial Ground: Proposed extension: The Clerk reported as follows:

- The Parish Council needs to appoint a solicitor to deal with the drawing up of a new lease for the rental of the land to the school and the termination of the current leases. The Clerk contacted 4 firms for a cost for the works involved. The best value was Langley Wellington who said they could do the works for just over £1,000. **The Councillors asked the Clerk to appoint Langley Wellington as their solicitors.**
- The Clerk asked Richard Williams to carry out a valuation of the land now the first stage of the works had been completed. In his valuation of March 2018, he placed a rental value of £1,000 on the basis that GCC were going to carry out a considerable amount of work. In his recent report he states that as the work has been done by the Parish Council, he would suggest a higher rental value would be appropriate somewhere around £5,000, but if the Parish Council felt this may be on the high side, then £3,000 would be more appropriate. The Councillors felt that due to the vast cost of the project and the fact that a loan will have to be taken out to pay for the second stage of the project then they would ask for a rental of £5,000 per annum. **Clerk to email Hayley Fearnside.**

Request to Site a Bench at The Burial Ground: The Parish Council had received a request for a bench to be placed in the Burial Ground as four members of their family lie in the graveyard. Councillors were in agreement and felt the best position would be towards the bottom of the Burial Ground looking back up. **Clerk to email setting out the guidelines as the previous request for a bench seat.**

9.3) Play Area: The Clerk reported that Councillor Townsend had requested some materials to continue with the repairs he has been carrying out to the wetpour. Costs would be £22 + £30+Vat + delivery. Councillors were all in agreement and Councillor Hyett said he thought the repairs Councillor Townsend carried out were very successful.

9.4) Footpaths: Councillor Townsend gave a short update on current issues.

9.5) Climate Change: Nothing to report.

9.6) Westbury Court Care Home: The Chairman reported that the home is now empty of all residents and is being stripped of all the useful appliances. Now await to hear what will become of the home

9.7) Westbury Drs Surgery: Councillor Landon reported that discussions were on going with the Parish Hall about the existence of the Surgery at the Hall and the possible plans the Drs have in extending the building. The PCSO has suggested that the speed limit should be reduced to 40 mph from Wintles Hill into the 30mph in the Village and then 40mph up to the turning for Flaxley.

10 CORRESPONDENCE:

10.1 Letter from Parishioner: Carparking Colchester Close the Parish Council had been copied into an email the parishioners had sent to the FODDC about the lack of parking in The Village especially in Colchester Close. The Councillors are aware of the parking problems however the Parish Council is not in a position to solve it as this is a matter for the FODDC. **It was agreed the Clerk would send a response email.**

11 MATTERS RAISED FOR NOTIFICATION:

Provision of a Bench at Northwood Green Field: Councillor Townsend that some local Mums in Northwood Green had asked if they provided a bench whether it could be placed in the field. Permission would have to be obtained from the PCC.

Northwood Green Field: The tree that was planted in the field to make the Queens Diamond Jubilee has died again. Councillor Townsend said he would arrange for a replacement.

Litter pick: Councillor Landon said that she would organise a litter pick for Saturday, 22 October – she would speak to Richard Cook and the Chairman would obtain bags and hoops.

Verge Cutting: The Chairman said that as from next year the verges would only receive one cut however visibility splays on bad bends could possibly receive an extra cut.

Elections 2023: These would be held on Thursday, 4 May 2023.

Parish Hall: Councillor Landon said that discussion had taken with Committee members whether an option for people to keep warm would be to come down to the Parish Hall during the day.

Police Attendance at Parish Meetings: The Chairman said that he had spoken to PCSO Nick Jones about the lack of attendance of the police at Parish Meetings. The date of the Annual Council Meeting would be Monday 15 May 2023 however he would ask for police presence at a meeting prior to that.

12 DATE OF NEXT MEETING: 17 October 2022 at 7pm

Meeting closed 21.00pm