

## WESTBURY-ON-SEVERN PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday, 20 March 2023 held in Westbury Parish Hall

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

Members of the Public: 2 (partial attendance)

### 1 APOLOGIES and Emergency Procedure:

**2 MINUTES OF MEETING:** Minutes of the meeting held 20 February 2023 were agreed and signed by the Chairman.

**3 DECLARATION OF INTEREST:** None

**4 PUBLIC COMMENT:** Received re **P0248/23/FUL**

CC Robinson reported on various aspects concerning the GCC budget for 2023/24, Local Highways and Westbury Care Home

### 5 PLANNING MATTERS:

#### 5.1) Applications:

**P1773/22/FUL** Gravel Farm, Cleeve: Proposed ground mounted photovoltaic panels and associated works

Deferred to be discussed at the April PC meeting

**P0137/23/FUL** Oak Barn, Poulton Court Farm, NWG: Erection of a single storey rear extension & associated works (Revised scheme)

Comments to the Forest of Dean District Council:

The Parish Council has no objections to this application

**P0248/23/FUL** Land at Sunnybank, Elton Lane, Elton: Change of use of the land for 2 glamping units, improved vehicular access, parking area and associated landscaping

Comments to the Forest of Dean District Council:

The Parish Council **supports** this application

**P0023/23/DISCON** Barn Off Goose Lane, Bollow: Discharge of condition 6 (Land Contamination Assessment) & Condition 8 (Surface Water Drainage Scheme) re P0372/22/PQ3PA

Comments to the Forest of Dean District Council:

The Parish Council notes this application

**P0320/23/AG** Agricultural Building At Woodland View, NWG: Prior notification for the erection of a steel

framed agricultural building

Comments to the Forest of Dean District Council:

The Parish Council objects to this application for the following reasons:

- Insufficient details and drawings submitted
- No evidence on the planning portal that the neighbours have been notified

**5.2) Decisions: P1467/22/FUL** Chapel House, Riverside Lane, Broadoak: Erection of a two storey rear extension & single storey front extension with associated works. Demolition of existing glazed outhouse & separate lean-to Structure – **Refused**

**P1364/22/LBC** Northwood House, NWG Amended description - **Granted**

**Appeals: None**

**Appeal Decisions: None**

**5.3) Site Inspection: None**

## 6 FINANCIAL

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

**6.2) Accounts for payment and receipts:**

|   | Item   | Expenditure                      | Income         | Comment |
|---|--|----------------------------------|----------------|---------|
| 1 | Clerk's Salary March<br>Less Tax   | 856.05<br><u>37.80</u><br>818.25 |                | Paid    |
| 2 | Inland Revenue:*<br>Tax FJW<br>NIC PC<br>Refund due to Clerk                     | 37.80<br><u>13.53</u><br>51.33   |                | Paid    |
| 3 | James Walkey Cox – February  | 389.68                           |                | Paid    |
| 4 | WoS PCC Field rental Northwood Green   | 10.00                            |                | Paid    |
| 5 | Chairman's allowance   | 25.00                            |                | Paid    |
| 6 | FODDC renewal of garden waste licence for<br>Burial Ground (refund due to Clerk) | 50.00                            |                | Paid    |
| 7 | Cost of wreath for Memorial Service  | 20.00                            |                | Paid    |
| 8 | M S Watkins: Burial Fees in connection with the late<br>Philip Woodman           |                                  | 245.00         |         |
|   | <b>Totals:</b>   | <b>£1364.26</b>                  | <b>£245.00</b> |         |

**6.3) Accounts for the year ending 31 March 2023 – Appointment of internal auditor: Councillors agreed to continue with the services of Mrs Shirley Fowler.**

## 7 MATTERS ARISING:

**7.1) Highways Matters:** The Chairman said he had still been unable to get in contact with the new Highways Officer as he has been off sick for a considerable period. All the problems reported last month still stand and are getting worse.

**Westbury Court lay-by:** Reports received heavy goods vehicles are accessing lay-by via weak bridge (3 ton limit) and parking up overnight, PC to request better signage. **Clerk to report to Highways.**

The Chairman said he would speak to the PCSO regarding the car that is being advertised for sale in the layby.

**7.2) Burial Ground: Proposed extension:** The Clerk reported that there has been a 7% increase in the cost of the fencing since the quotation last June. The Councillors said that obviously the cost of steel has

increased and we needed the fencing works carried out. **It was agreed the Clerk would instruct Clive Spencer to proceed with the works.**

The Chairman said he had been to see the Headteacher on another matter but whilst he was there he raised the subject of the summer house. It would seem that the building would be subject to a planning application and the School concerned about the costs of such an application. If the Parish Council made the application there would be no charge. **Councillors said the matter of the summer house could not be considered until the rental and new contract has been drawn up.**

**7.3) Play Area:** Councillor Townsend reported he had carried out his 3 monthly inspection and found that the drain cover requires attention which has been raised with the Parish Hall. Also, there was lots of polystyrene that had blown out of the skip which is outside the Drs Surgery.

**7.4) Footpaths:** Councillor Townsend said he had received complaints re a footpath that had been ploughed up. As long as the landowner makes it walkable within 2 weeks (weather dependant) no action will be taken. Re the broken stile at Adsett he needs to check that it has been repaired.

**7.5) Climate Change:** Councillor Landon said she had attended a presentation in Lydney re the Aurora solar project.

**7.6) Westbury Drs Surgery:** Councillors Landon and Hyett gave reports following a recent meeting however no progress has been made regarding a tenancy agreement.

**7.7 Watchtower adjoining Walmore Common:** The Clerk has commenced the process of registering the Watchtower however is liaising with the Chairman for further information that is required by English Heritage.

**8 CORRESPONDENCE: Lydcare:** Councillor Landon has been in touch with Lydcare and they have confirmed that there is no longer a driver for Westbury and possibly this has been for some time. Councillor Landon has asked in the WoSP if anyone in the Parish could be a volunteer driver and will await to see if any response is received. The Clerk said she had received a request for the PC's usual annual donation however due to the fact the service is no longer being used by Westbury residents **it was agreed to defer making a donation.**

## **9 MATTERS RAISED FOR NOTIFICATION:**

**Community Speedwatch Camera:** Robert Vestey, Criminal Justice Department, Gloucestershire Constabulary has approved the paperwork and asked David Holland, Criminal Justice Department Gloucestershire Constabulary to arrange a site visit.

**Bus Shelter NWG: Councillors agreed to the provision of a seat in the shelter to mark the King's Coronation.**

**Emergency Plan:** Councillor Hill said that this was now up to date however NWG Social Hall had asked who would cover the costs if the heating had to be on for a prolonged period of time. Councillors thought this would be very unlikely however **it was agreed the PC would consider supporting such costs if necessary.**

**10 DATE OF NEXT MEETING:** 17 April 2023 at 7pm

Meeting closed 9.15pm