

Parish Council Meeting - Minutes

Recorded by: Clerk – Mandy Rossiter

Date: 6th December 2021

Meeting Commenced: 19:15

Meeting ended: 21:50

Present:	Rex Symons (Chair) Jane Burton Tim Andrews John Hay Dave Palmer Dave Purnell Keith Larkin
District Councillors:	Catherine Braun
County Councillors:	
Clerk:	Mandy Rossiter
Other:	Eight members of the public
NOTE:	This meeting was knowingly filmed by two members of the public; A copy of the recording has been shared via YouTube by one of which, and can be viewed by following this link: https://youtu.be/kj45YP79lpg

Items

1. To receive and accept any apologies for absence

Apologies accepted from County Cllr Cohen and District Cllrs Tucker and James

2. To invite and receive any declarations of interest

None

3. To receive and approve the minutes of the council's November meeting (Previous minutes are available to view on the Parish Council website)

All agreed

4. Meeting for public discussion and questions (Open to members of the public to raise issues)

Member of public advised that they would be recording the meeting.

Member of public raised complaint about behaviour of a member of the council, after discussion chair advised that member of public should raise the complaint to the monitoring officer. District Cllr Braun provided member of the public with contact details of the officer.

A member of the public expressed that he was appalled at the conduct of the council. A member of the council made his apologies to the first member of public for their alleged experience.

Member of public noted that actions had been taken on overgrown hedges and asked for update on the query he raised previously about stones being placed on verges. Chair confirmed that council had reported the issue to highways and that the clerk had posted a note on Facebook and commented in an article within On The Edge about the reporting process of highways obstructions. Cllr gave their personal views on the stones on verges at Forthay.

A member of public wished to provide information on agenda item 8a, chair invited the member of public to speak at the point of the meeting when the item was being discussed.

5. To agree plans for public meeting to discuss new play area proposal

Chair invited Nick Riddiford to provide an update following the meeting with Proludic and spoke about the project and position it has currently reached in regards to community engagement. Chair commented that considerations need to be made over the most effective way of inviting and receiving feedback from all demographics within the community. PC support proposal to have a play area suitable for a wider age group. Council agreed to hold a meeting on proposed date of Weds 2nd March at 7:30. Publicity actions to include:

- Statement from Nick Riddiford within OTE article
- Statement from Nick R on FB – PC page, school page and community page
- Print statement and add to school book bags in early Feb
- Mail drop along immediate vicinity
- Posters around village
- Create a small working group to review survey and funding

It was noted that all clubs that regularly use the field should be included in communications as well as the recreation field trust.

A discussion took place over funding which included input from present members of public. Suggestions included going for grants, also contacting the Masons, Lions and Buffalos and council contribution from the legacy fund. It was noted that considerations would need to be made over the budgeting and management of long term maintenance/replacement which would be a pc responsibility.

Clerk agreed to prepare a proposed plan for the order of proceedings during the community meeting and pre meeting communications.

Cllrs Burton and Andrews agreed to work with Nick R on setting up a working group for the project.

5.a Item 10 moved to 5a by Chair

Council to discuss and agree how it can improve its communications with parishioners, including determining the process for publishing/streaming NNPC general meetings online

Chair invited discussion on the wider issue of how we communicate with the parish in the most effective way and made a proposal that a communications policy should be written up and added to January agenda.

Each council member was then given the opportunity to discuss their views/suggestions on social media use and recording/sharing of the recordings. There was a mixture of views and concerns over both social media use and sharing meeting recordings, and a number of pros and cons were considered as well as a note about the importance of parishioners understanding council policies. The council agreed to chairs proposal of a new policy to be considered in January.

Clerk made a request for feedback on the technical pros and cons from those listening in to this meeting's recording/streaming as a learning for any ongoing actions.

6. The Council to receive the following reports:

a. Written report from district councillors

Cllr Braun summarised the report which will be made available on the PC website. Cllr Braun commented that there was long debate over the planning application process, Cllr Braun thinks that there will be an improvement plan and actions taken from the debate, also noted that there is a bid going forward for new software to help planning.

Chair thanked Cllr for report

b. Written report from county councillor

In absence of Cllr Cohen, chair commented that progress on the speed project that Cllr Cohen was working on has been delayed due to sickness within the highways department

7. To note any matters arising from the meeting held in November and not covered by agenda items and details of any correspondence received/sent
(item for information only - covered in clerk's written update)

Clerk's update to be uploaded to PC website

8. To consider and comment upon the following planning application(s) / appeal(s):

a. S.21/2540/HHOLD | Erection of extension (in place of conservatory) & alterations to cottage plus extension and alterations to detached garage. | Sandfields Cottage Smarts Green North Nibley Dursley Gloucestershire GL11 6EQ

As agreed at item 4, the applicant was provided the opportunity to speak about the application. The applicant explained the family reasons for making the application and clarified the plans to modernise the existing building, improve the energy efficiency and amend the landscaping and garage facilities to suit the family needs. The council agreed a decision to respond to SDC with no comment.

b. S.21/2544/AFPA | Erection of agricultural building. | Brookside Farm Waterley Bottom North Nibley Gloucestershire

Chair explained that due to strict timelines on this application, the council discussed the application via email and agreed a response which was issued to SDC planning on the 18th November 2021. For full transparency, the emailed contributions from each council member have been recorded and will be uploaded with the minutes of this meeting

9. To note the following decisions on planning applications, enforcement notices and appeals:

a. S.21/2583/DISCON | Discharge of Condition 3 (Materials) of S.20/2365/FUL. | Site For Barn Opposite Westridge Smarts Green North Nibley Gloucestershire - Permitted

Chair noted the above

b. S.21/2088/FUL | Change of use of land from agricultural to domestic (C3) purposes. Renovation of original cottage including external insulation. New rear extension to original cottage. Erection of outbuildings & associated external works. | Greenbanks Wotton Road North Nibley Dursley Gloucestershire GL11 6DS - Permitted

Chair noted the above

c. S.21/2544/AFPA | Erection of agricultural building. | Brookside Farm Waterley Bottom North Nibley Gloucestershire - Permitted

Chair noted the above

10. Council to discuss and agree how it can improve its communications with parishioners, including determining the process for publishing/streaming NNPC general meetings online

Moved by chair to item 5a

11. To discuss and propose options for celebrations of The Queen's Platinum Jubilee

Council discussed various options for commemorating the Queen's Platinum Jubilee including:

Mugs for school children, Tree planting or donations, a commemorative bench.

A discussion took place over issues requiring considerations, i.e. locations, whether something could be tied into the recreation field. After a full discussion it was proposed

and agreed to plant an English Oak tree within the recreation field, subject to agreement from key stakeholders.

12. To discuss and agree response to Waste Local for Gloucestershire, Duty to Co-operate Scoping Paper Consultation 2021

Councillors to send comments to clerk via email

13. To agree change of councillor role/responsibility of recreational field trust committee from Cllr Larkin to Cllr Palmer

All agreed

14. To receive update reports / agree actions on ongoing matters:

a. Road Safety and Traffic Calming

Update received from Cllr Symons - written report to be added to additional docs on website

A discussion took place on locations of village gateways. Cllr Purnell to put together wording and Cllr Symons to get costings.

A suggestion was made to add flashing warning signs in lieu of crossing at Flowerbeds

b. Repairs to damaged flowerbeds on the triangle at Barrs Lane/B4060

Current situation is that contractor has not responded to instruction to proceed. No response has been received from owner of vehicle in response to letter requesting donation to legacy fund. Contractor to receive reminder from clerk. New letter to be sent to vehicle owner as signed for.

Councillor summarised history of planters, thanks were given to those who have been involved in the upkeep of the planters out of their own goodwill and community spirit.

c. Neighbourhood Development Plan

Cllr Andrews has been working on creating a working group and currently has two volunteers from the members of public contacted following the community meeting in September. Cllr Andrews will come to Feb meeting with more information on project timings, costs etc.

Cllr Symons has communicated with clerk from Kingswood PC and was able to share a few points from their experience:

- Other councils in similar Parishes have spent circa £40,000 on their plans.
- In Kingswood PC, a project officer was recruited, they had to pay SDC for support and needed to pay GLCC for advice before using SDC
- Stroud local plan is changing so would be beneficial to wait until signed off, also national legislation could be changing
- There have been positives for Kingswood PC over the design of housing, more open spaces
- It was noted that the school situation has not been addressed
- Kingswood budget £15 - £20k for professional fees. Our precept is £18k, Kingswood is £105k
- Most of the work was done by project officer and consultant, nearly all volunteers dropped out of the project

d. Kissing Gates

Cllr Hay has been leading on this; he reported no updates on kissing gates. Cllr Hay suggested that this may need to be added to PC 2022 budget.

Cllr advised that footpaths have been cleared of trees on Wood Lane

e. Owl Boxes

Cllr Andrews is leading on this project, he confirmed the wood has been received and the boxes are being built. School involvement is being looked into.

f. Churchyard Wall

Clerk confirmed the current situation is that the contractors are to respond with an estimated spring start date. Clerk will chase for this.

15. To receive and approve written cemetery report from Burial Clerk and agree any actions/requests

Chair summarised report and noted the actions taken. A brief discussion took place over the vermin issues within the cemetery, no additional actions were proposed. Chair gave thanks to burial clerk for her report and ongoing work.

16. To review or approve policies/protocols:

a. Risk Management

Clerk has prepared and shared a draft policy, comments to be sent via email and any amends to be made ready for sign off in January's meeting.

17. Parish council finances

a. To review and agree payments on the attached payment schedule (appendix 1)

The following payments were agreed:

Clerk's salary - £597.30

Clerk's Contractual Expenses - £100

Wreath - £25

Internal Transfer to be made by cheque for £10,000 (movement of funds reserved for St Martin's Churchyard)

b. To note receipt of any payments in

None to report

c. To review and approve bank reconciliation

Deferred to next meeting

18. To receive verbal reports from parish councillors

Councillor Palmer reported on his meeting with rec field committee (report will be uploaded to website). The council discussed the topics and agreed the following actions:

- o Clerk to write to rec field committee to invite grant application in 2022
- o Clerk to send contact details of defibrillator management organisation

Councillor Palmer provided a summary of the Tyndale Monument Trustee meeting (report will be uploaded to website). There were no actions required from PC.

Councillor Palmer reported maintenance actions and risk management carried out at the cemetery and churchyard (report will be uploaded to website). Thanks were given to Cllr Palmer for his work and dedication.

Chair invited further reports from councillors, there were none.

Chair thanked all for attending and closed meeting, wishing everyone a Happy Christmas and New Year.

The next Meeting of the Parish Council will be on 10th January 2022