

Parish Council Meeting - Minutes

Recorded by: Cllr Jane Burton

Date: 7th March 2022

Meeting Commenced: 19:15

Meeting ended: 21:10

Present:	Rex Symons (Chair) Dave Palmer Dave Purnell Keith Larkin Jane Burton
District Councillors:	Catherine Braun, Ken Tucker, George James
County Councillor:	
Clerk:	Absent
Other:	Five members of the public
NOTE:	Minutes were taken by Cllr Jane Burton in the absence of the clerk

Items

1. To receive and accept any apologies for absence

Apologies accepted from Cllr John Hay, Cllr Tim Andrews, County Cllr Linda Cohen and Clerk, Mandy Rossiter

2. To invite and receive any declarations of interest

None received

3. To receive and approve the minutes of the council's February 2022 meeting (A draft of the previous minutes is available to view on the Parish Council website)

The Council approved the Minutes of the Council's February 2022 Meeting as a true record. The Chairman signed the Minutes as a true record

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

A member of the public (mop) asked why the Council had at their July 2021 meeting objected to their application for Prior Approval. Cllrs. said that at the time they had been invited to comment by Stroud Planning Authority and had sent in their comments, reflecting their knowledge of the matter. They had suggested that they thought that a full planning application should have been submitted. The case has now been appealed, but chair explained that as the Parish Council have not been invited to comment they can do nothing more.

Another mop questioned why there wasn't an opportunity for the public to comment on matters at the end of the Council meeting. The Chairman explained that in line with Council regulations the opportunity for members of the public to speak was restricted to agenda item 4, unless the chairman invited comments from members of the public. It was brought to the Council's attention that some County & District Councillors' reports have not been made available on the website. It was agreed that the clerk would upload any missing documents for the period since October 2021.

There being no other matters from parishioners the Chairman closed the Meeting.

5. The Council to receive the following reports (see annexed to these Minutes):

a. Written report from district councillors

The Chairman thanked District Councillors for their report.

b. Written report from county councillor

In response to the report the Council agreed that it was a good idea for Cllr. Cohen to trial a drop-in event at the Village hub.

The postponed meeting with Highways will now take place on 11 March. It was noted that additional finance had been secured to look at road safety schemes.

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

Due to clerk's absence a written report was not submitted, however, chair reported the following on the clerk's behalf :

- Chair received from the MPs office a response from Royal Mail to Sir Geoffrey Clifton-Brown. The decision was to remove the Waterley Bottom mail box. Royal Mail stated "Unfortunately the suggested location was found not to be a safe area for our vehicles to stop and collect mail from a postbox. I understand the surrounding area has narrow roads and is on a steep incline - these areas all prove to be unsafe to install a postbox. Due to this, and with regret, the postbox cannot be replaced".
"The nearest postbox on Pitt Court, Forthay is approximately 0.8 miles away. With this in mind should any constituent be unable to post mail in this postbox, letters baring the correct postage can be handed to our postmen and women when they are delivering mail"
- The owl box had now been fitted to a tree in the Cemetery.
- Cllr. Palmer had taken action to contact someone about moles in the Cemetery.
- A date has been verbally agreed with the contractor on a start date to work on Churchyard wall.
- No responses had been received to the invitation in OTE about Kissing gates.

7. To consider a request to allow an orienteering event on Parish Council land

The Council had received a request from an orienteering group to hold an event on Council and on the Knoll. Cllr. Palmer had spoken to Knoll Trust & Monument Trust who were both in agreement. The Council agreed to the request.

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

a. S.22/0255/FUL | Erection of single storey building with a converted loft space accessible via an external staircase | The Round House Whiteway Hill Woodmancote Dursley Gloucestershire GL11 6AD

The Parish Council agreed that the proposed building should not be used as a separate dwelling which would be contrary to Local Plan Policy CP 15. If the LPA is minded to approve the application a condition should be placed on the decision, so that the building must be used as ancillary accommodation and cannot be used as a separate dwelling or for commercial purposes.

b. S.22/0071/FUL | Retrospective application for the retention of an agricultural barn, existing access and associated minor works. | Land Opposite New Inn Waterley Bottom North Nibley Gloucestershire

Following discussion the Council agreed to Object to the application on the following grounds:

(1) The application for retrospective approval of the agricultural barn and associated works and existing access should be refused in so far as it conflicts with Local Plan ES7. In that it fails to conserve and enhance the natural and scenic beauty of the AONB.

(2) It does not meet the requirements of Local Plan CP14 (5) as it is not of an appropriate design and appearance, which is respectful of the surroundings, including the local topography, built environment and heritage.

(3) It does not meet the requirements of Local Plan CP15 (1). The applicant hasn't demonstrated that it is essential to the maintenance or enhancement of a sustainable farming or forestry enterprise.

(4) The matters within this application are already subject to an Enforcement Order which the applicants have unsuccessfully appealed against. The unauthorised development is not Permitted Development and there are no justifiable grounds for overturning the Inspectors' appeal decisions dated 21st July and 30th September 2021.

Should the officers be minded to approve this application, the Parish Council request that the application is referred to the Development Control Committee for determination.

EDIT TO DRAFT VERSION (See April Minutes Item 3) - A member of the public interrupted the meeting. Comments were not noted due to them being made outside of the public session (Item 4)

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

a. S.21/1404/FUL | Conversion of redundant rural buildings to a single residential dwelling house | Land Adjacent To Forthay Farm Forthay North Nibley Gloucestershire - Refused

Decision noted

10. To receive an update on Play Area plans and agree any actions required

The Council received a verbal update on Play Area plans from Cllr. Burton. The consultation meeting had been well attended and a wide range of helpful comments were received. The working group would now use these and comments from many questionnaires to further develop their ideas. It was suggested that the next level of public consultation should be on a Saturday to enable parents and potential users to attend. Meanwhile the working group is in the process of raising money through grant applications. The chairman asked that an agenda item should be put onto the April meeting to enable the Council to consider its contribution to the project fund

11. To discuss the possibility of recording/electronically sharing public meetings and agree any actions including spending

Following discussion the Council agreed that from its May meeting it would start to record and electronically share its public meetings. The Clerk has estimated that the cost of the equipment will be between £200 & £500. The Clerk is required to come to the April meeting with more detailed costings for Council approval.

12. To review and approve Grant Policy

The Council approved the Grant Policy

13. To review and approve 2022 community grant requests

The item to review and approve 2022 community grant requests was deferred due to the Clerk's absence

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

a. Churchyard Wall

A date has been verbally agreed with the contractor and the Clerk will be writing to the householder and the PCC.

b. Audit Action Plan

The internal audit is underway and the Action Plan being met.

15. To agree wording for Gateways

The Council agreed that the wording for the Village Gateways should include a picture of the Monument (where space permits) and the wording “ Thank you for driving carefully”.

16.To approve and adopt Social Media Policy

The Council approved and adopted the Social Media Policy

17.To consider and approve quotes for Noticeboard

The Council considered 3 quotes for a new notice board to be erected on the Innocks site. Following careful consideration of the options the Council approved the quote from Greenbarnes Ltd. for £1,836.88, including vat and delivery. The Clerk to write to Greenbarnes Ltd. to accept their quotation

18.To make comment on the Boundary Commission for England review of parliamentary boundaries

The Council having already received details of the Boundary Commission for England review of parliamentary boundaries, agreed to support the recommendation

19.Parish council finances

a. 2022/23 budget final sign off

The Council approved the revised budget for 2022/23, to take into account the changes in the Clerks hours and terms.

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

The Council agreed the following payments:

- Clerk’s salary for February, including 11 hours holiday pay and 4.5 hours overtime. £526.71
- Clerk’s expenses for quarter. £100.00
- Payment for Owl Box. £75.00

c. To note receipt of any payments in

The Council noted the receipt of a payment for a plot in the Cemetery.

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

The council received the report and request for a plaque in the Memorial Garden was approved.

The Chairman recorded the Council’s thanks for the work which the Burial Clerks does. It was agreed that letters of thanks should be sent to those involved in the Owl Box project.

21.To receive verbal reports from parish councillors

Councillors were invited to make verbal reports. Cllr. Palmer asked if we intended to carry out a Village Clean up this year. Following discussion, it was agreed that it was now too late to do a Spring event. It was agreed to do a Village Clean Up in October.

22. Staff Matter in confidence - Closed to public and press

Private staff matter to be minuted and stored separately to public minutes

The next Meeting of the Parish Council will be on 4th April 2022. The Annual Parish Meeting will be held on the 6th April 2022

Signed: Jane Burton, Councillor

Date: 7th March 2022