

STAUNTON COLEFORD PARISH COUNCIL

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD ON 12th NOVEMBER 2019 at 19:30

(N.B These minutes remain in draft form until approved at a subsequent meeting of the Council)

PRESENT

Parish Councillors: Jean Sadler, Jessica Horler, James Langdon-Down, Cath Elsmore, Paul Mobbs-Morgan, Andy Richards

District Councillor David Wheeler,) Clare Davies (Clerk),

2550. TO RECEIVE APOLOGIES

Apologies received from County Councillor Carole Allaway-Martin and Councillor Michael Parker

2551. DECLARATIONS OF INTEREST

Councillor Richards declared an interest in item Trees on parish Land.

2552. REQUESTS FOR DISPENSATION

None

2553. MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL HELD ON 8 October 2019

It was resolved to confirm the minutes as an accurate record.

2554. REPORT FROM COUNTY & DISTRICT COUNCILLORS

Councillor Wheeler provided a verbal update as follows; FODDC have declared a climate emergency and West Dean Parish Council declared this in June. There is a meeting about what this means for communities and parish councils on Wednesday 20<sup>th</sup> November at 7:15 and Yorkleigh Community Centre. Councillor Horler agreed to attend.

2555. PARISH CLERKS REPORT

The clerk reported that she had been on a few training courses with GAPTC and they were very beneficial. She explained that she was doing a bit of overtime at the moment and Council agreed to review the clerks' hours.

Action: Clerks hours to be added to January agenda

2556. TO DISCUSS GIGACLEAR DIGGING COUNCIL LAND TO LAY THE NEW INTERNET CABLES

GIGACLEAR were unable to attend this meeting but will be arranging a community liaison meeting. The Parish Council is very supportive of the community getting faster broadband and will discuss this further with GIGACLEAR.

Action: Cllr Horler to follow up with Ben Stone of GIGACLEAR.

2557. TO RECEIVE AND DISCUSS UPDATES ON ROAD SAFETY

a. UPDATE ON IMPROVEMENTS TO A4136

Council received an update from Brian Watkins as follows;

Signed Chairman.....date:

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Gateway signs:

I have requested a sign design for the two layouts. I will forward a copy to you for the Parish Council approval as soon as I have received the information on layout and cost.

The cost of the gates is for 1 x 1.0m and 1x1.8m = £1259.28

Vehicle Activated Signs:

With regard to the currently broken mobile unit, I would suggest that it may be beneficial to ask Westcotec if they could have a look at the unit when they are next in the Gloucestershire area. I will email them and also request some costs estimates for solar powered units with a similar display to the one that you currently have. Typically solar powered signs are in the region of £5,000 to £7,500 dependent on type of display. This may start to stretch the available s106 funding

Rumble Strips:

I have attached a draft layout for the proposed rumble strips for the western approach to the village. The job has been raised for these however I think there may be some merit in waiting and installing these at the same time or as close to as possible the installation of the gateway features.

Footway Opposite the Church:

I have prepared a works ticket for the resurfacing of the footway opposite the Church leading down the slope opposite Church Cottage and the replacing of the handrail. Whilst on site I noticed that the footway and kerbs on the Church side of the A4136 was not in the best of condition. I have therefore included this in the scheme. However at the present time my budget allocation for this financial year is fully committed, if funding does become available sooner then I will certainly include this scheme as a possibility.

Resurfacing:

The estimated cost of resurfacing Brindsey Lane is £31k

The estimated cost of resurfacing the road from the Church to Woodlands is £41k

Council noted that there is no update on the promised work to the Easter Approach and also noted concern about the state of Brindsley Lane especially for access to those with disabilities.

Action: Clerk to email Brian Watkins to request info since Brian had promised some traffic calming measures on the Eastern Approach, resurfacing of Brindsley Lane and to request a site meeting.

b. TO DISCUSS BROKEN VAS

Cllr Sadler reported that highways will be taking responsibility for fixing it. Council will continue to research solar panels.

Action: Clerk to inform John Flynn.

c. TO DISCUSS OBSTRUCTION TO THE WALKWAY OPPOSITE THE BUTTS

Action: Cllr Sadler to discuss with the tenants of the adjacent property.

2558. TO RECEIVE AN UPDATE ON STAUNTON MEEND

Council are still awaiting the ecology plan and will approach other providers as it is essential for the project going forward.

Action: Cllr Richards to provide two quotes for fencing using existing materials and new materials.

Cllr Sadler and Richards to approach their contacts regarding writing an ecology plan.

Signed Chairman.....date:

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2559. TO RECEIVE AN UPDATE ON COMMONERS RIGHTS AND OBLIGATIONS  
Action: Clerk to provide further information to investigating officer at County Council.
2560. TO RECEIVE AN UPDATE ON PARISH COUNCIL NOTICE BOARDS  
This matter has been resolved.
2561. TO DISCUSS ON GOING PROBLEMS WITH THE QUARRY  
Cllr Sadler reported that she will be attending a liaison meeting on 28<sup>th</sup> November.  
  
Action: Clerk to update the reporting form on the website to inform complainants that complaints will be sent to County Council and the quarry.
2562. TO DISCUSS THE ISSUES WITH TREES ON PARISH LAND  
Council received 3 quotes from Evolution, Trunkarb and Forever Green  
  
Council resolved to work on the trees at Kiln Cottage first because of the health and safety implications and to award the contract to Trunkarb.  
  
Action: Cllr Sadler to inform Trunkarb  
  
Clerk to inform Evolution and Forever Green that they were not successful this time
2563. TO DISCUSS THE VILLAGE HALL CARPARK  
Action: Clerk to obtain a quote from Complete Landscape Gardeners for work to the Village Hall Carpark and for Gardening Contract for 2020-2021.
2564. TO DISCUSS THE ISSUE OF KNOTWEED  
Cllr Richards reported that he had checked the common and couldn't see any other incidents of knotweed at this time of the year.  
  
Action: Clerk to inform Complete Landscape Gardeners that the knotweed is at the village hall and Brindsley Well.
2565. TO DISCUSS THE ISSUE OF THE LOCKED GATE ON THE RESTRICTED BY WAY  
  
Council resolved to accept Jeff Wheeler's quote for the Kissing Gate  
  
Action: Clerk to inform Jeff Wheeler.
2566. TO DISCUSS THE ISSUE OF POT HOLES ON BRINDSLEY LANE AND THE ROAD BY FROGSMOUTH  
Council are concerned about the road surface and the tripping hazards for those with disabilities.  
Action: Cllr Richards to discuss ownership of the lane with Jeff Wheeler  
Cllr Sadler to ask quarry to donate tarmac or aggregate
2567. TO DISCUSS THE ISSUE OF GDPR IMPLICATIONS ON THE WEBSITE  
Action: Clerk to email Cllr Parker with a link to the website to check he is currently happy with the information provided.
2568. TO REVIEW QUOTES FROM WEBSITE PROVIDERS  
Council felt that the companies that had provided quotes were designing a website which is too complicated for Parish Council.  
Action: Clerk to do some more research and to present recommendations at the January meeting.
2569. TO APPROVE THE NEW FINANCIAL REGULATIONS

Council adopted the New Financial regulations. Cllr Horler agreed to sign bank reconciliations on a quarterly basis for the year.

Action: Clerk to provide a summary of financial levels for Councillors

2570. TO DISCUSS OBSTRUCTION OF THE FOOTPATH

This item was dealt with under road safety.

2571. TO DISCUSS THE FOREST OF DEAN LOCAL PLAN

Action: Clerk to contact Nigel Gibbons (FoDC Forward Plans Manager) to arrange a site meeting to walk the village boundary.

2572. REPORT FROM COUNCILLOR PARKER REGARDING THE CREATING GREENER COMMUNITIES EVENT

2573. TO MAKE OBSERVATIONS ON ANY PLANNING APPLICATIONS

P1664/19/FUL Woodland View, Staunton, Coleford, Gloucestershire.

Erection of a detached dwelling with associated parking, landscaping and works. Deadline 15<sup>th</sup> November 2019

Council noted that the planning application states that the settlement boundary was changed. Council made the following observations.

“Subject to the proposed dwelling being inside the original settlement boundary Council has no concerns.”

Action: Clerk to contact Nigel Gibbons (FoDC Forward Plans Manager) to ask about whether the settlement boundary was changed.

2574. I) TO RECEIVE AN UPDATE ON FINANCES

- a. The following payments were agreed to be paid by BACs;

To	PURPOSE	POWER	VALUE OF CHEQUE (£)
CLARE DAVIES	SALARY/EXPENSES OCT £224.08 (INCLUDES MILEAGE AND HOME ALLOWANCE PLUS EXPENSES )	LGA 1972 s.112(2) & LG(FP)A 1963 s.5	£224.08
CLARE DAVIES	SALARY/EXPENSES OCT £224.28 (INCLUDES MILEAGE AND HOME ALLOWANCE PLUS EXPENSES )	LGA 1972 s.112(2) & LG(FP)A 1963 s.5	£224.28
GAPTC	TRAINING CLERK ON 23 <sup>RD</sup> OCTOBER 2019	LGA 1972 s.112(2) & LG(FP)A 1963 s.5	£40
GAPTC	TRAINING CLERK BUDGET AND PRECEPT SETTING 16 <sup>TH</sup> OCTOBER 2019	LGA 1972 s.112(2) & LG(FP)A 1963 s.5	£45
C D HOCKEY	HORSE MANAGEMENT CONTRACT 20 <sup>TH</sup> AUG TO 20 <sup>TH</sup> SEPT 2019	LGA 1972 s.112(2) & LG(FP)A 1963 s.5	£279.70
NT SARGENT	GARDENING CONTRACT NOVEMBER 2019	LGA 1972 s.112(2) & LG(FP)A 1963 s.5	£100
		TOTAL	£ 913.06

- b. Council appointed Iain Selkirk as Internal Auditor for year end 2019/20

2575. To DISCUSS THE BUDGET FOR 2020-2021

The budget was discussed and Council resolved the following amounts subject to the precept rates as follows;

ITEM	AMOUNT	ITEM	AMOUNT
Staff salary	£4500	Telephone	£50
Staff additional hours	£500	Room Hire	£250
payroll	£100	Printer	£300
Staff home working allowance	£208	Insurance	£1400
Staff pension	£150	Audit	£100
Printing	£200	Prof subs	
postage	£60	Training	£500
Cllr Expenses	£150	Meend Management	£5000

Signed Chairman.....date:

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Election expenses	£200	Grass cutting	£1500
Sundry admin	£100	Tree maintenance	£5000
Other estate maintenance	£1000	Grants	£500
Road safety	£2000	Contingencies	£1000
Legal fees	£2000	Winter Safety	£1000

2576. REPORTS FROM COUNCIL REPRESENTATIVES

Cllr Horler had previously circulated some notes from the Village Hall Committee as follows;

Social/Games afternoons start again Oct through to Mar, last Wednesday of each month 2.30pm to 4.00pm.

Champagne cocktails and canapés 6.12.19 7.30pm to 9.00pm

Children’s Xmas Tea Party date TBC

Windows replaced 31.10.19.

Cookers replaced 28.11.19.

Kitchen floor TBC

Next priorities painting and new curtains.

Veronica Cottage has resigned from committee due to house move.

Committee is looking for some new members

2577. PUBLIC QUESTIONS AND COMMENTS

Cllr Richards informed council that a member of the public had asked a question as to whether they could remove redundant fencing around their property at Birchum Wood for easier access and Council agreed.

2578. ITEMS FOR FUTURE MEETINGS

Bench

Clerks’ hours

Providing grants

Website

Precept setting

Gigaclear/broadband

To discuss the green agenda

To receive quotes from Complete Landscape Gardeners for knotweed treatment, village hall carpark and gardening contract.

2579. DATE OF NEXT COUNCIL MEETING

14 JANUARY 2020 – ORDINARY PARISH COUNCIL MEETING

Meeting ended at 9:45