

Minutes of a meeting of the Parish Council held on Wednesday 17<sup>th</sup> January 2018 at 7.00pm in the War Memorial Hall, Tutshill.

**Present:** Councillors: Bollen, Evans, Gregory, Koning, Powell and Tullett.  
Officers: Clerk (Carol Hinton), Admin Assistant (Kevin Duffin)  
Also present – Member of the public - J Rymer

1. **ATTENDANCE**

a) ) Apologies for absence from those councillors unable to attend were received from Councillors Birch, Molyneux and O'Toole

b) **Resolved to accept** those apologies received with reasons for absence from Councillors Birch, Molyneux and O'Toole

**An email with apologies from Councillor Lewis had been sent to the Clerk but had not been received prior to leaving home for the meeting.**

2. **DECLARATIONS OF INTEREST**

a) **Resolved to receive Declarations of Interest** in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and in accordance with the provisions of the Localism Act 2011 in respect of members.

b) **Resolved to consider any Dispensation Requests** received by the Parish Clerk and not previously considered.

3. **MINUTES OF PREVIOUS MEETING**

a) **Resolved to approve** as a correct record the minutes of the meeting held on 13<sup>th</sup> December 2017.

b) **The Council considered** matters arising from those minutes – there were none.

4. **PUBLIC CONSULTATION**

J Rymer – Neighbours had not received notification from the District Council of the revised plans for the Elm Road development and were unable to access the internet – Kevin Duffin to deliver printed documents for their information. Also the post box in Elm Road has disappeared – Clerk to contact the Post Office to find out why.

5. **COMMITTEES**

**Resolved to receive reports, minutes and recommendations from committees**

i) Planning, Development Control and Highways Committee meeting held on 20<sup>th</sup> December 2017

Councillor Powell, Chair of the Committee was asked why at 5 (a) the Committee had declined to comment on the application from Monmouthshire – there had not been sufficient information for a response to the application at this time. Also 7 (a) trial of traffic speed warning sign to be considered at the January Committee meeting.

ii) Amenities Committee meeting held on 10<sup>th</sup> January 2018

There were no questions to Councillor Koning, Chair of the Committee, who commented on the look and quality of the new dog bin in Elm Road.

6. **CHAIRMAN'S ANNOUNCEMENTS**

**There were no announcements from the Chairman**

7. **POLICING IN THE PARISH**

**Resolved to note** downloaded crime report

8. **PARISH CLERK'S REPORT**

**Resolved to receive and note the Parish Clerk's Report**

9. **FINANCE**

a) **Resolved to approve payments** according to the Financial Statement for December 2017

b) **Resolved to receive and approve the Financial Statement** for December 2017

c) **Resolved to approve** introduction of 2 signature online payment control for Lloyds Bank internet banking. Kevin Duffin, admin assistant, and Councillors Koning and Powell to be registered to authorise payments.

10. **NEWSLETTER**

- a) **Resolved to approve** final draft of newsletter subject to a few minor amendments
- b) **Resolved to approve in principle** future sponsorship towards distribution or other costs of newsletters and for a working group to be set up to organise this and the production of future editions.

11. **PUBLIC CONSULTATION – PLANNING, DEVELOPMENT CONTROL & HIGHWAYS COMMITTEE**

**Resolved to approve** wording of amendment to Standing Orders item 1 as requested by the Committee to change conditions for public consultation at each Committee meeting - subject to amendment to final sentence. The request by all six councillors present, as recorded in these minutes, for the changes to be considered under a special motion at the next meeting shall be acceptable under Standing Order 29 (b).

12. **INTERNAL AUDITOR**

**Resolved to approve** increased cost of GAPTC Internal Auditor of £255 plus mileage @ 45p per mile

13. **DEMENTIA ACTION ALLIANCE**

**Resolved to approve** signing up to the Dementia Action Alliance. The 3 actions to be 1) Newsletter article 2) Awareness training for councillors and members of the public 3) In principle financial support for the existing Memory Café at Sedbury (subject to this being acceptable by the Alliance and consultation with the organisers of the Café).

14. **TRAINING**

**Resolved to approve** future training courses for staff and councillors to be booked at Clerk's discretion subject to total costs being within budget allocation.

15. **WOODED QUARRY – ROSEMARY LANE**

- a) **Resolved not to** proceed further to establish title to the disused wooded quarry considering the legal advice received and there being no benefit to the community in the Council doing so.
- b) **Resolved not to** object to the owner of the adjoining land claiming title if he is in a position to do so. Clerk to write to the owner.

16. **GLOUCESTERSHIRE POLICE – COMMUNITY CONCERNS**

**Resolved to respond** to request from Andrew Hodgetts, Police Inspector, Forest of Dean that under the Police Crime and Plan Priorities – Accessibility and Accountability - councillors would wish to see more positive outcomes for violent and sexual offences (which may encourage more reporting by people locally) and more focus at the time of reports of anti-social behaviour.

17. **GAPTC – BUCKINGHAM PALACE GARDEN PARTY - TUESDAY 5<sup>TH</sup> JUNE 2018**

**Resolved to** nominate Councillor Evans for GAPTC draw

18. **PARISH COUNCILLOR EMAIL ACCOUNTS**

**Resolved to receive and note** 'Sending Emails – Guidance for Clerk's and Councillors' issued by GAPTC and individual passwords and login details. Both personal and council email addresses to be used for a few months until all councillors are familiar with the new accounts.

19. **CORRESPONDENCE**

**Resolved to note** any other correspondence as detailed in the Clerk's Report.

Also received – email from member of the public reference dog mess on the Tutshill Recreation ground which had been referred to the Trust. Final recommendations to District Council Ward changes and an invitation to Glos 2050 – The Big Launch.

20. **COUNCILLORS' REPORTS**

**Resolved to note** the following raised by councillors:

Councillor Tullett gave a brief feedback on the Planning from the Perspective of Parish and Town Councils training course attended by herself, Councillor Lewis and the Clerk.

21. **FUTURE MEETINGS**

**Resolved to note** the dates of future Council and Committee meetings:

Wednesday 24<sup>th</sup> January 2018 - Planning, Development Control and Highways Committee

Wednesday 21<sup>st</sup> February 2018 – Full Council Meeting

**The meeting concluded at 21.22hrs**

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