

Minutes of a meeting of the Parish Council held on Wednesday 21st March 2018 at 7.00pm in the War Memorial Hall, Tutshill.

Present: Councillors: Birch, Bollen, Evans, Gregory, Koning, Molyneux, O'Toole and Powell.

Officers: Clerk (Carol Hinton), Admin Assistant (Kevin Duffin)

Also present – Graham Drew, Lawrence Hanson and County Councillor Patrick Molyneux.

1. **ATTENDANCE**

- a) Apologies for absence from those councillors unable to attend were received from Councillors Duff and Tullett
- b) **Resolved to accept** those apologies received with reasons for absence from Councillors Duff and Tullett.

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 21st February 2018.
- b) **The Council considered** matters arising from those minutes – Councillor Koning confirmed that the Working Group had not yet met.

4. **PUBLIC CONSULTATION**

To receive and consider any questions from the Public, which may be answered but not debated.
There were no questions.

5. **COMMITTEES**

Resolved to receive reports, minutes and recommendations from committees.

- i) Planning, Development Control and Highways Committee meeting held on 28th February 2018
There were no questions to Councillor Powell, Chair of the Committee
- ii) Finance and Probity Committee meeting held on 7th March 2018
Councillor Bollen, Chair of the Committee confirmed to Councillor Powell that the Committee had agreed that the second bank authority should be trialled as an extra security measure even though it had been established it was not necessary.
- iii) Mopla Cottages Committee meeting held on 7th March 2018
There were no questions to Councillor Bollen, Chair of the Committee
- iv) Amenities Committee meeting held on 14th March 2018 (draft minutes to be circulated at the meeting)
There were no questions to Councillor Koning, Chair of the Committee

6. **CO-OPTION OF COUNCILLORS**

Following a presentation from each candidate and questions from Councillors the two candidates left the room whilst Councillors voted:

- a) **Resolved to co-opt** Graham Drew to the Council – who duly signed the Declaration of Acceptance of Office.
- b) **Resolved not to co-opt** Lawrence Hanson to the Council

7. **CHAIRMAN'S ANNOUNCEMENTS**

Resolved to note no announcements from the Chairman of the meeting.

8. **POLICING IN THE PARISH**

Resolved to receive report downloaded by Clerk – Councillors reported that there had been visibly more foot patrols by PC Davies and the PCSO's

9. **PARISH CLERK'S REPORT**

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

10. **FINANCE**

Item 15 was considered prior to consideration of item a).

- a) **Resolved to approve payments** according to the Financial Statement for February 2018
- b) **Resolved to receive and approve the Financial Statement** for February 2018
- c) **Resolved to note** Receipts and Payments Sheet as presented to the Finance and Probity Committee on 7th March 2018
- d) **Resolved to note** Budget Monitoring Sheet as presented to the Finance and Probity Committee on 7th March 2018

11. **DOG WASTE BINS**

- a) **Resolved to purchase** 2 additional dog waste bins to be sited near The Royal British Legion, Sedbury and on the footpath leading to the Woodcroft play area – cost up to £400 each inc. VAT. Total cost up to £800 inc VAT
- b) **Resolved to earmark** £800 from 2017/2018 capital budget

12. **RING-FENCING OF FUNDS**

Resolved to ring-fence the following funds for projects/work identified during 2017/2018 but for which quotations had not been received and/or considered:

- a) Sedbury and Beachey Village Hall - £1370 for replacement radiators and boxing in of pipes in the top room
- b) Sedbury and Beachley Village Hall – £1000 for repair / replacement of toilets and handbasins

Councillor Bollen declared an interest in this item and did not vote.

13. **ADMIN ASSISTANT SALARY**

Resolved to approve an increase in Admin Assistant salary to scale point 9 of the National Pay Scales (@ £18,746 per annum for 37 hours per week) pro rata for 15 hours per week to £7600 per annum as per Contract of Employment.

14. **COUNCIL RISK ASSESSMENT**

- a) **Resolved to review** Risk Assessment – 2 small amendments to be made page 5 and page 7
- b) **Resolved to re-adopt** Risk Assessment subject to amendments under item 14 a).

15. **COMPUTER MAINTENANCE AGREEMENT**

Resolved to renew Computer Maintenance Agreement with Tate Computer Technology for the two laptops for £300 plus VAT, total cost £360 inc VAT until October 2018.

16. **THE RISING SUN PUB – WOODCROFT**

Resolved to approve letter of support to the Save Our Sun Committee for their request that the District Council consider compulsory purchase of the Rising Sun Pub and to suggest the Committee contact the developers of the three developments currently in progress in the Parish.

17. **SILENT SOLDIER**

- a) **Resolved to approve** donation of £500 to The Royal British Legion for 2 Silent Soldiers for display in the Parish
- b) **Resolved to earmark** funds of £500 from 2017/2018 capital budget.

18. **CORRESPONDENCE**

Resolved to note County Councillor Molyneux and District Councillors Edwards and Davies had been invited to the meeting. Councillor Davies had declined to attend.

County Councillor Patrick Molyneux gave some information on the County Council budget (Clerk to circulate breakdown supplied). Of interest each GCC councillor has £20,000 from the Highways Load scheme which can be applied for. Each Gloss CC councillor has £30,000 over 3 years for local groups from the Growing Our Communities Fund. Cllr Molyneux also gave some detail on the Community Infrastructure Levy from which Parish Councils will receive a percentage (which may be increased if an NDP is in place.) Cllr Molyneux also informed councillors that the issue of a Chepstow bypass is still open but that there will be no quick fix to the problems of traffic in the area.

19. COUNCILLORS' REPORTS

To receive and note any matters which Councillors wish to raise and where appropriate add to the agenda for the following meeting or meetings of Committees.

Councillor O'Toole reported that the footpath from Elm Road towards Bishton Lane (part of the Glos Way Footpath) is impassable in places. Kevin Duffin to look into

Councillor Koning reported that there are at least 10 potholes at the Tutshill mini-roundabouts that under Glos CC Highways guidelines require repair within 28 days and which have not been completed. He has telephoned and emailed Highways and requested that Parish Council Highways Committee arrange for an inspection visit. Kevin Duffin to look into.

20. FUTURE MEETINGS

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

Wednesday 28th March 2018 - Planning, Development Control and Highways Committee

Wednesday 11th April 2018 – ANNUAL PARISH MEETING (Sedbury and Beachley Village Hall)

Wednesday 18th April 2018 – Full Council Meeting

The meeting closed at 21.05hrs