

## Minutes of a meeting of the Parish Council held on Wednesday 17<sup>th</sup> April 2019 at 7.00pm in the War Memorial Hall, Tutshill.

**Present:** Councillors: Bollen, Drew, Evans, Koning, O'Toole, Powell, Tullett and Wall

Officers: Clerk (Carol Hinton)

Clerk's Assistant (David Stevens)

Also – Kate Baugh Gloucestershire GRCC Forest of Dean Community Advisor and 1 member of the public

### 1. **ATTENDANCE**

a) Apologies for absence from those councillors unable to attend were received from Councillors Gregory and Molyneux.

b) **Resolved to accept** those apologies received with reasons for absence from Councillors Gregory and Molyneux.

### 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.

None Received

### 3. **MINUTES OF PREVIOUS MEETING**

a) **Resolved to approve** as a correct record the minutes of the meeting held on 20<sup>th</sup> March 2019 subject to noting of typing errors at item 5 iv), fourth line of item 6 should read 'circulated, and that 'Councillor Koning declared that he stood by his intervention and content of the letter to Councillor Gregory' should be included at item 17.

b) **To consider** any questions arising from those minutes.

Councillor Koning asked for feedback on the yellow lines on Coleford query – to be discussed at the Planning Meeting

Councillor Powell asked if the Clerk's appraisal had been carried out – the Clerk informed members that due to the current workload she had been unable to arrange for this to be carried out but that it was in hand.

### 4. **NEIGHBOURHOOD DEVELOPMENT PLAN - PRESENTATION BY KATE BAUGH**

Kate Baugh gave an overview of the Neighbourhood Development Plan, its being a community led plan involving as many sections of the community as possible and a statutory document that sits alongside the District Council Local Plan. A NDP can only be undertaken by a Parish Council or Area Neighbourhood Forum (21 people required to be signed up). A steering group or working party can be made up of a mix of representatives. A NDP must be well evidenced and the initial starting point must be agreement on the designated area to be covered – the whole or part of a parish. The process will take a minimum of 2 years and a grant of £9,000 is available towards the costs with contribution expected from the body concerned. GRCC will attend initial steering group meetings and support through the process. Advantages of an NDP are that, as a legal document, the Plan must be considered during the planning process and further local projects may be identified during the process.

### 5. **PUBLIC CONSULTATION**

**To receive and consider any questions from the Public.**

David Trevelyan – reported there is already some momentum with regard to the production of a Neighbourhood Development Plan with 12 people currently interested. He feels that there is enough enthusiasm for the group to go ahead with the work on a Plan without Parish Council input, but would like the PC to be involved if possible.

## 6. COMMITTEES

**Resolved to receive reports, minutes and recommendations from committees** and to consider any questions arising from them.

- i) Planning, Development Control and Highways Committee meeting held on 27<sup>th</sup> March 2019  
Questions to Councillor Powell, Chair of the Committee.  
Councillor Powell was asked if the change over from Amey – Glos CC Highways contractor – had now been completed and it was confirmed that it had.

## 7. CHAIRMAN'S ANNOUNCEMENTS

**To receive and note any announcements from the Chairman** of the meeting.

**There were none**

## 8. POLICING IN THE PARISH

**Resolved to note** report for January and February downloaded by the Clerk.

## 9. PARISH CLERK'S REPORT

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

## 10. FINANCE

- a) **Resolved to approve payments** according to the Financial Statement for March 2019
- b) **Resolved to receive and approve the Financial Statement** for March 2019
- c) **Resolved to note** Bank Reconciliation at end of 2018/2019
- d) **Resolved to note** Notes To Accounts for end of 2018/2019

## 11. ANNUAL GOVERNANCE STATEMENT

- a) **Resolved to respond 'YES'** to items 1-9 of section 1 of the Annual Governance and Accountability Review (AGAR) 2018/19 after consideration of the statements being made.
- b) **Resolved to approve** signing of the Annual Governance Statement which was duly signed by the Chairman and Clerk

## 12. INVESTMENT STRATEGY AND FINANCIAL RISK ASSESSMENT

- a) **Resolved to agree** review of Parish Council Investment Strategy and Financial Risk Assessment. Finance and Probity Committee to consider opening of third account for ringfenced funds to avoid existing accounts holding over the £85,000 FCA protected limit at any time.
- b) **Resolved to adopt** reviewed Investment Strategy and Financial Risk Assessment

## 13. BARRATTS EASEMENT AND COMPOUND LICENCE

**Resolved to note** the Deed of Agreement, Grant of Easement and Compound Licence have now been signed by 2 councillors, witnessed by the Clerk.

## 14. MEMBERSHIP RENEWAL – GAPTC AND SLCC

- a) **Resolved to approve** renewal of membership of GAPTC 2019/2020 £1368.80
- b) **Resolved to approve** renewal of membership of SLCC 2019/2020 £220

## 15. CORRESPONDENCE

**Resolved to receive and consider** any other correspondence as detailed in the Clerk's Report

Also noted:

Response to letter to Glos CC Chief Exec. regarding the broken light in Edmund Road – Amenities Committee to consider purchase of unit.

Sedbury Space Spring Newsletter

## 16. COUNCILLORS' REPORTS

**Resolved 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 asked if there were Section 106 monies available for the Parish Council to claim for the 3 current larger building developments in the Parish as suggested by Gethyn Davies at the APM. The Clerk informed Councillors that Katy Booth, Appeals Technician, FoDDC, had confirmed there were none. A spreadsheet from Ms Booth with Section 106 details for the sites will be considered by the Planning and Highways Committee.

Councillor Evans - had received enquiries regarding the fencing that has been erected around the Wydean Barratts development and the blocking of the footpath – the Clerk confirmed she has already contacted the FoDDC Planning Enforcement section.

Councillor Koning - asked for feedback from the 'Transition Chepstow' meeting. Councillor Evans reported that members of the group had made suggestions for alleviating the traffic problems in Chepstow which fell into 4 areas for action. 1) better provision for electric vehicles; 2) encouragement of car sharing and 'walking buses' for school children; 3) improving the white lines on the High Beech roundabout to make lane use clearer and 4) re-engineering the High Beech roundabout, introducing feeder lanes to improve traffic flow. Cllr Evans felt an important aspect of the meeting was that highways representatives from both England and Wales were in attendance and discussing the issues as cross border problems to be resolved.

Councillor Drew - reported that Sedbury Space will be applying for a Grant – Clerk reported she had sent application form to Janice Hamilton. They wish to purchase a defibrillator for use inside Sedbury Space.

Councillor Bollen – reported that light bulbs had been smashed around the play equipment behind Sedbury and Beachley Village Hall – the Clerk reported that Haydn Bynon was authorised to clear this up as a health and safety emergency.

## 17. FUTURE MEETINGS

**Resolved to note** the dates of future council and committee meetings:

Wednesday 24<sup>th</sup> April 2019 - Planning, Development Control and Highways Committee

Wednesday 1<sup>st</sup> May 2019 – Amenities Committee

Wednesday 15<sup>th</sup> May 2019 – **ANNUAL COUNCIL MEETING**

**The meeting closed at 20.47 hrs**