

Minutes of a meeting of the Parish Council held on Wednesday 19th June 2019 at 7.00pm in the War Memorial Hall, Tutshill.

Present: Councillors: Bollen, Drew, Edwards, Koning, Molyneux, O'Toole, Powell, Tullett and Wall

Officers: Clerk (Carol Hinton)

Clerk's Assistant (David Stevens)

Also – District Councillor Nick Evans, County Councillor Patrick Molyneux, a member of the public and a reporter from The Forester who had attended to see the presentation to Roy Birch.

There was a short presentation of a plaque to mark the conferring of the title of Honorary Freeman of the Parish to previous councillor Roy Birch.

1. ATTENDANCE

a) **To receive** apologies for absence from those councillors unable to attend.

b) **To consider for acceptance** those apologies received with reasons for absence.

All councillors present

2. DECLARATIONS OF INTEREST

a) **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.

Interests may be declared at any time during the meeting should they become apparent.

Councillor Edwards declared an interest in item 13(c) – as a customer of MJ Security.

b) **Resolved to note** Notice of Dispensation for members of Mopla Cottages Committee issued by the Clerk.

c) **Resolved to note** Notice of Dispensation for Councillor Trustees of Tidenham War Memorial Hall and Recreation Ground Trust issued by the Clerk.

d) **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 15th May 2019.

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

There were none

4. CO-OPTION OF ANITA-JAYNE BAYLISS

Resolved to co-opt Anita-Jayne Bayliss to the Council who duly signed the Declaration of Acceptance of Office and joined Councillors at the table.

5. PUBLIC CONSULTATION

To receive and consider any questions from the Public, which may be answered but not debated.

County Councillor Patrick Molyneux introduced himself. Although no longer a district councillor he is now a member of the cabinet of the County Council with responsibility for Economy, Education and Skills, with a keen interest in schools' excellence in the Forest of Dean. As part of strategic and infrastructure planning, which includes the traffic issues around Chepstow, Cllr Molyneux informed councillors that a recent scoping exercise identified 5 options to these problems, one of which is a bypass around Chepstow. Now that the proposed Newport relief road is not going ahead, there is the potential for money set aside for this to be used. The next phase of the scoping exercise will cost £1m.

Councillor Koning asked if there would be support for a proposed venture with local organisations to reduce the level of anti-social behaviour – Councillor Molyneux advised of a 'Growing Our Communities Fund' that may be applied for. Details through Glos CC website.

Councillor Powell asked if the crossing Bellway Homes is required to provide under the terms of their planning appeal could be more substantial than a lowered tactile kerb. Clerk to write to Councillor Molyneux with details. Councillor Bayliss asked if the school provision for the new housing estates could be reviewed considering that some years at Wyedean School are already full with waiting lists.

Councillor Wall asked if more could be known regarding Section 106 Agreements – District Council can advise.

6. COMMITTEES

Resolved to receive reports, minutes and recommendations from committees

- i) Planning, Development Control and Highways Committee meeting held on 22nd May 2019
There were no questions to Councillor Powell, Chair of the meeting.
- ii) Finance and Probity Committee meeting held on 5th June 2019
There were no questions to Councillor Bollen, Chair of the Committee.
- iii) Mopla Cottages Committee meeting held on 5th June 2019
There were no questions to Councillor Bollen, Chair of the Committee.

7. CHAIRMAN'S ANNOUNCEMENTS

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

The Chairman reported an issue that had been identified by a member of the public who, as an emergency caller to the Ambulance Service, was told there was not a registered defibrillator local to her address. The Clerk had confirmed that the Woodcroft defibrillator was 300 metres from her home and the monthly accreditation had been carried out by the Clerk's Assistant on 30 May 2019. The Clerk had been informed by the Ambulance Service that defibs. outside of a 200m radius of a postcode would not show on the emergency system. The Clerk has raised this as a concern with them and will report back to Council.

Councillors Koning and O'Toole had carried out the Clerk's review on 18th June with objectives set for the next year. These will be circulated to councillors once the review has been agreed.

8. POLICING IN THE PARISH

Resolved to note the report for March and April downloaded by Clerk. There had been a considerable increase in reported crimes in the period. Clerk to request details from the Police on age range and whether mental health issues may have been a contributory factor in the increase.

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 May 2019
- b) **Resolved to receive and approve the Financial Statement** for May 2019
- c) **Resolved to note** Receipts/Payments spreadsheet as presented to the Finance and Probity Committee on 5th June 2019
- d) **Resolved to note** Budget Monitoring spreadsheet as presented to the Finance and Probity Committee on 5th June 2019

11. APPOINTMENTS TO AMENITIES COMMITTEE

- a) **Resolved to appoint** Councillor Maria Edwards to the Amenities Committee.
- b) **Resolved to appoint** Councillor Anita-Jayne Bayliss to the Amenities Committee.
The date of the next Amenities Committee will be 3rd July 2019

12. SEDBURY AND BEACHLEY VILLAGE HALL INSURANCE (This item was considered prior to item 10(a))

- a) **Resolved to approve** renewal of Sedbury and Beachley Village Hall insurance policy with Zurich through Community First at £484.04 including IPT and commission – year 4 of 5 year long term undertaking.

13. SEDBURY AND BEACHLEY VILLAGE HALL AND PLAY AREA

- a) **Resolved not to accept** quotation from Jude Security for CCTV system to protect the Hall and play area of £1437.00 plus VAT, total cost £1724.40
- b) **Resolved not to accept** quotation from County Installation Services Ltd for CCTV system to protect the Hall and play area of £2790.00 plus VAT, total cost £3348.00.
- c) **Resolved to accept** quotation from MJ Security, Coleford for CCTV system to protect the Hall and play area of £1665.00 plus VAT, total cost £2136.00. Clerk's Assistant to double check the proposed system with Kim Mowday, Gloucestershire Constabulary Harm Reduction Adviser.
- d) **Resolved to accept** quotation from Oakey and Son to move existing CCTV camera in King Alfred's Road to an alternative lamppost giving a better view of the shops area at a cost of £120 plus VAT, total cost £144.
Councillor Bollen declared an interest in this item and did not vote

14. **BARRATTS EASEMENT AND COMPOUND LICENCE**

- a) **Resolved to note** the signed agreements and licence have now been received and the £20,000 has been paid into the Parish Council bank account.
- b) **Resolved to note** an invoice for £1500 for the first 3months of the monthly compound licence fee (the compound has now been installed in Wyebank Rd) has been sent to Barratt's for payment.
- The Clerk reported that since the agenda had been prepared the compound payment had been received.**

15. **WELSH WATER LAND WYEBANK ROAD - GRASS CUTTING**

Resolved to accept proposal from Welsh Water to pay the Parish Council £604 (£302 per annum) towards the cost of cutting the grass on the small area of land owned by Welsh Water for 2 years.

16. **CLERK'S ASSISTANT – LGPS**

Resolved to note the Council is not required to make contributions to the Local Government Pension Scheme for the Clerk's Assistant due to salary level. David Stevens is eligible to join the Glos CC LGPS but has declined to do so.

17. **CLERK CiLCA REGISTRATION**

Resolved to approve payment of £350 CiLCA registration fee and if approved Clerk to pay when required.

Councillor Powell asked that his vote against the proposal be recorded.

18. **PROVISION OF INFORMATION UNDER FREEDOM of INFORMATION ACT**

Resolved to review and adopt Provision of Information – model publication scheme - revised to exclude charges subject to adding CCTV cameras and excluding the new Gloucester Rd bus shelter.

19. **CCTV POLICY**

Resolved to review and adopt CCTV Policy

20. **RISK ASSESSMENT**

Resolved to review and adopt TPC Risk Assessment

21. **COMPLAINTS PROCEDURE**

Resolved to adopt revised Complaints Procedure by a vote of 7 for, 1 abstention and 2 (Councillors Bollen and Powell against) subject to approval by the FoDDC Monitoring Officer and further review if not acceptable.

22. **PARISH COUNCIL DEVELOPMENT/ FORWARD PLANNING SESSION**

Resolved to appoint Kim Bedford FSLCC, local council trainer, as Facilitator for a development / forward planning session of the Parish Council at a cost of £300 plus mileage at 45p per mile. Meeting to be held 21st August 2019

23. **CORRESPONDENCE**

To receive and consider any other correspondence as detailed in the Clerk's Report

None

Item 10 Standing Orders - a motion was moved at 9.20pm to suspend Standing Order 3x in order to allow the meeting to continue past the 2 hour limit

24. **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 Tullett – raised concerns about the possible replacement of the mobile library for a library delivery service that was notified to councillors on 10th June.

Councillor Helen Molyneux – reported she has been helping residents of Loop Rd and Inner Loop Rd with the issue of the deteriorating septic tank and the high cost of connection to the mains drainage (£14k - £20k). Most affected by this are the original purchasers of the properties who are now elderly. Helen is to meet with Peter Williams on Wednesday 26th to discuss what is going to happen before the options are known.

Councillor Wall – reported that a road sign on the A48 bridge direction towards Sedbury indicates the start of Sedbury but Wyebank Road is considered to be in Tutshill.

Councillor Drew – the stripes on the two zebra crossings in Sedbury are partially covered by dirt / mould and appear to be green and white striped, which he thought should be black and white. Also there is no flag sign on the bus stop post opposite Wyedean School. Both issues to be reported under Planning and Highways Committee.

Councillor Bollen – Can the Council please consider replacing one of the trees in the small plot next to the Chemist in Sedbury that has died? To be brought to the Amenities Committee on 3rd July.

Councillor Bayliss – a patch of grass at the end of Grahamstown Road is over grown and obscuring the view of traffic. Councillor Bollen also identified a similar area at the top of Tylers Way. Both to be reported under Planning and Highways Committee

Councillor Koning – poles that have been damaged by vehicles and no longer showing road signs are falling at angles on the island near the Sedbury roundabout, direction towards Tutshill. To be reported under Planning and Highways Committee.

25. FUTURE MEETINGS

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

Wednesday 26th June 2019 - Planning, Development Control and Highways Committee

Wednesday 10th July 2019 – Amenities Committee

Wednesday 17th July 2019 – Full Council Meeting

The meeting concluded at 21.45hrs