

## Minutes of a meeting of the Parish Council held on Wednesday 20<sup>th</sup> March 2019 at 7.00pm in the War Memorial Hall, Tutshill.

**Present:** Councillors: Drew, Evans, Koning, O'Toole, Powell, Tullett and Wall  
Officers: Clerk (Carol Hinton)  
Clerk's Assistant (David Stevens)

### 1. **ATTENDANCE**

- a) Apologies for absence from those councillors unable to attend were received from Councillors Bollen, Gregory and Molyneux.
- b) **Resolved to accept** those apologies received with reasons for absence from Councillors Bollen, 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 extraordinary meeting held on 20<sup>th</sup> February 2019.
- b) **To consider** any questions arising from those minutes.  
**There were none.**
- c) **Resolved to approve** as a correct record the minutes of the meeting held on 20<sup>th</sup> February 2019.
- d) **To consider** any questions arising from those minutes.  
**There were none.**

### 4. **PUBLIC CONSULTATION**

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

### 5. **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> February 2019  
There were no questions to Councillor Powell, Chair of the Committee.
- ii) Finance and Probity Committee meeting held on 6<sup>th</sup> March 2019  
There were no questions.
- iii) Mopla Cottages Committee meeting held on 6<sup>th</sup> March 2019  
There were no questions
- iv) Amenities Committee meeting held on 13<sup>th</sup> March 2019 (minutes to be circulated at the meeting)  
There were no questions to Councillor Koning, Chair of the Committee

### 6. **CHAIRMAN'S ANNOUNCEMENTS**

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

The Chairman had received correspondence regarding the discontinuation of maintenance of a septic tank and private sewer that serves some houses in Loop Road by the FoDDC. Residents are concerned that they have been advised to set up a management committee or pay to be connected to the mains sewers. Clerk to write to FoDDC expressing concern and to suggest a survey be carried to establish exactly who will be affected by this. The Chairman had been contacted by a member of the public expressing concern at the proposed new yellow lines around the Tutshill School. Councillors were concerned that the new lines had been painted on incorrectly. Clerk to look into.

7. **POLICING IN THE PARISH**

**Resolved to note** no further crime statistics available for download at time of preparing agenda and that PC Henry Davies will be present at the APM on 10<sup>th</sup> April 2019.

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 February 2019
- b) **Resolved to receive and approve the Financial Statement** for February 2019
- c) **Resolved to note** Receipts / Payments spreadsheet as presented to the Finance and Probity Committee on 6<sup>th</sup> March 2019.
- d) **Resolved to note** Budget Monitoring Spreadsheet as presented to the Finance and Probity Committee on 6<sup>th</sup> March 2019.

10. **STAFFING**

- a) **Resolved to note** Staffing Committee Terms of Reference as adopted by the Finance and Probity Committee.
- b) **Resolved to note** Staff Appraisal Policy as adopted by the Finance and Probity Committee (note: Appraisal Form still to be agreed).
- c) **Resolved to note** due to the resignation of Kevin Duffin and the newly established Staffing Committee, as per the Standing Orders adopted January 2019, the Clerk's Appraisal has been delayed and will be carried out by the Staffing Committee in April 2019.

11. **CLERK'S ASSISTANT** *(due to its confidential nature, the resolution for this item has been recorded and attached as a codicil to these minutes)*

12. **CLERK AND CLERK'S ASSISTANT SALARIES** *(due to its confidential nature, the resolution for this item has been recorded and attached as a codicil to these minutes)*

13. **BARRATTS EASEMENT AND COMPOUND LICENCE**

- a) **Resolved to note** response from Wellers Hedleys solicitors regarding all documentation.
- b) **Resolved to approve** £20,000 as appropriate level of compensation for the Deed of Easement.
- c) **Resolved to note** a notice giving intention to award the Grant of Easement has been placed in The Forester and The Forest Review newspapers for 2 weeks (13<sup>th</sup> and 20<sup>th</sup> March 2019) at a cost of £70 plus VAT per week total cost £168 inc VAT.
- d) **Resolved to note** no objections received from members of the public as at 20<sup>th</sup> March.
- e) **Resolved to approve** Deed of Agreement with BDW Trading Ltd.
- f) **Resolved to approve** Deed of Grant of Easement with BDW Trading and DWR CYMRU CYFYNGEDIG
- g) **Resolved to approve** Compound Licence for BDW Trading Ltd.
- h) **Resolved to agree** signing of documentation according to Standing Orders (2 x councillors to sign witnessed by the Clerk) after a period of 4 days subject to no further objections from the public being received.

14. **RE-SITING OF KING ALFRED ROAD CCTV CAMERA**

**Resolved not to re-site** the King Alfred's Road CCTV camera to the SARA car park in Beachley at this time but that Councillor Evans will approach SARA about the potential use of their own CCTV equipment to monitor potential fly tipping.

15. **RINGFENCING OF FUNDS IN RESERVES**

- a) **Resolved to approve** continuation of ringfencing of £32,428 for Funds for Future Significant Projects.
- b) **Resolved to approve** ringfencing of £10,000 from Tump Farm Community Benefit
- c) **Resolved to approve** continuation of ringfencing of £2500 for potential future professional fees
- d) **Resolved to approve** continuation of ringfencing of £3500 for toilet repairs at Sedbury and Beachley Village Hall

**16. EARMARKING OF FUNDS ALLOCATED BUT NOT SPENT DURING 2018/2019**

- a) **Resolved to approve** earmarking of £622.80 to Greenfields Garden Services for play area repairs not completed and invoiced by end 2018/2019 year (good weather required to complete).
- b) **Resolved to approve** earmarking of £2136 for tree works not yet completed and invoiced by end 2018/2019 year.
- c) **Resolved to approve** earmarking of £4010 for repairs to church walls at Beachley and Tutshill
- d) **Resolved to approve** earmarking of £2708.40 for replacement handrail at Tidenham Church
- e) **Resolved to approve** earmarking of £110 plus materials for various small maintenance jobs throughout the Parish by Haydn Bynon

**Items 16 c), d) and e) agreed at Amenities Committee meeting 13<sup>th</sup> March 2019**

**17. CORRESPONDENCE**

**Resolved to receive and consider** any other correspondence as detailed in the Clerk's Report  
Councillor Gregory had sent information regarding the next 10K Beachley Run in June 2019 and 6 monthly from then on. Posters to be posted in May.

The Chairman informed Councillors of a personal letter that had been sent to Councillor Gregory by Councillor Koning, Chair of the Amenities Committee, which had been copied to the Chairman and Chairman of the Finance and Probity Committee and which he felt should not have been sent.

**18. 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 Wall – asked for an update on the report of potential difficulties for mobility scooter users on Castleford Hill – will be considered at the Planning and Highways Committee meeting on 27<sup>th</sup> March. Also the white lines are partially obscured and dangerous on Castleford Hill – Clerk to report. Also requested email contact details for the War Memorial Hall Trust – Councillor Koning to supply.

Councillor O'Toole – asked if any requests had been received for the re-opening of Elm Road following the difficulties during recent road closures – none had been received and councillors thought it unlikely this would be agreed to. Also asked for update on the Beachley defibrillator – informed this is still ongoing.

Councillor Drew reported the overgrown footpath on Castleford Hill – Clerk to report.

Councillor Koning – asked about the likelihood of re-surfacing of Castleford Hill taking place – Clerk to ask Glos CC Highways to re-consider this.

Councillor Evans – the off slip into Gloucester Road also requires re-surfacing.

Councillor Tullett – reported that Sedbury Lane had flooded again.

**19. FUTURE MEETINGS**

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

Wednesday 27<sup>th</sup> March 2019 - Planning, Development Control and Highways Committee

Wednesday 10<sup>th</sup> April 2019 – **ANNUAL PARISH MEETING**

Wednesday 17<sup>th</sup> April 2019 – Full TPC Council meeting.

**The Meeting closed at 20.40hrs**