

MITCHELDEAN PARISH COUNCIL

MINUTES

OF A MEETING HELD ON MONDAY 10th February 2014 AT 7pm IN THE TOWN HALL,
AFTER DUE NOTICE HAD BEEN GIVEN.

Present

Parish Councillors:

Mrs J. Fraser (Chair)
Mrs S F Henchley
Mr A Edwards
Mr A Maliphant
Ms K A Wozencroft
Mr H Baker,
Mrs S Gates

District Councillors:

Mrs J Fraser
Mr Ian Whitburn

County councillor

Mr Norman Stephens

Clerk:

Mrs Sandra Schwanethal

[Mrs Smith, Mrs Bailey and Mr B Waddell attended the meeting as electors]

Tony Kimber, Viv Hargreaves and Tracey Nelmes attended on behalf of Vantage Business village to give a presentation on the planning application by Bee Green to site Solar Panels on Breakheart Hill.

Agenda Item 1 To Note Apologies for absence: Mrs K A Baker, Mr D Scott (Chairman)

Agenda Item 2 Members of the Public issues:

Request for lighting at the recycle banks at the playing fields.

County Cllr Norman Stephens will speak with Brian Watkins at Glos. Highways to find out if this is possible and if funding is available.

Agenda Item 3 Code of Conduct – Declaration of Interests:

Cllr J Fraser reminded all present that she would refrain from taking part in any planning decisions.

Agenda Item 4 To Confirm the Minutes of the Monthly Meeting of Mitcheldean Parish Council held on the 13th January 2014.

The minutes were deemed to be an accurate and true reflection of the Meeting, approved by Council and duly signed by the Chairman.

(AM + KW)

Cllr Henchley requested that it is noted that the staff have been offered a 5% increase in salary from the 1st April 2014 and that the council are working towards paying the Living Wage.

Agenda Item 5.

To receive/accept Declaration of Office from Dale Parker- **Received**

Agenda Item 6 **Sub Committees:**

Communications:-

Minutes from the communications meeting held on the 4th February are available.

Planning:

Bee Green were invited to address council members in support of their planning application:

Tony Kimber carried out the presentation and answered questions. In addition to all the literature that had previously been seen Mr Kimber stated that a financial 'compensation' contribution of £15000 would be offered to the Parish if the application was to succeed.

Proposed development of solar photovoltaic panels and associated works including, inverter housings, substation, access tracks, security fencing, cameras and wild flower meadow.

The following applications were considered;

The above application will be considered by the Planning Committee at their meeting at the Forest of Dean Council Offices, Coleford at 2.00 pm on Tuesday the 11th February 2014.

*P1759/13/FUL-Bank Cottage, The Stenders- first floor side extension over existing kitchen. **No objection.***

P1882 The Cottage, Court Farm Lane-Replacement porch. **No objection**

P1280/12/FUL Proposed Development At, Gloucester Road, Mitcheldean, Gloucestershire. Discharge of condition 16 (pedestrian link) of Planning Permission. **Members asked for further information.**

Silver Street-exception site-meeting 27th Jan-
The Clerk read the Minutes from the meeting.

Deferred from January-Wind turbine at Bilbut Farm, Crt Farm Lane-Withdrawn

Playing Fields-

To approve the date of the village fete-July 19th **Approved**
Approve funding for willow trees (Liz Lewitt) **Declined**

Agenda Item 7 County/District Councillors Reports

County Councillor Stephens informed the Members that he anticipated the ‘cutting’ to be opened by the end of February.

Cllr Maliphant asked if the letter of objection about car parking charges in Mitcheldean written by the Parish council would be taken into consideration. Unfortunately, there had been some misunderstanding about who the letter should have been sent to.

District Cllr. Whitburn informed the Members that there is a meeting about the car parking charges on Tuesday February 11th.

Agenda Item 8 Clerk’s report –Matters Arising, Correspondence & Enquiries

(Each councillor had been supplied with a copy of the Clerk’s Report at the start of the Meeting. Letters and some Emails received and sent were placed in a folder on the table. Emails sent and received from the councillors themselves are not included.

Only the items requiring a response or decision from the council were read out.)

Matters Arising

Staff committee meeting Tues 21st Jan report ‘in committee’

Douglas & I had Meeting on 15th Jan with Royal Mail re new exterior post box.

Planning: Keith Chaplin re Silver Street- meeting 10 am Mon 27th Jan

Meeting with Damsell stone mason & church & British legion re memorial stone 29th Jan

Communications meeting 4th February

Douglas attended public meeting about solar park on 4th Feb

Official opening of Post Office on 7th Feb- Douglas, Andrew & I attended

Site meeting with Playsmart re safety surface 27th Jan-sample of surface on table

Guttering at George removed 24 Jan. 14 by 123 Maintenance

Play Glos. Asking for funding to help with the Play Ranger Sessions

Play Rangers report sent to SH

Brian Watkins held meeting with Bill Waddell

Brian Watkins spoken with Reg Fishburne

Brian Watkins will contact Freemans re dropped curbs

Funding for Skate Park completion date has expired-letter of explanation needed.

Meetings with chairman Jan: 14, 20, 28 Feb: 3, 6 & 10th.

Grill fitted on pipe in ditch.

Replacement door fitted at Pavilion

SSE removed Christmas decorations

Scaffolding collected.

New Notices including Dale printed for Library.

Matured Bonds reinvested.

Seb Adams cut hedge at Holywell Road

A file containing copies of the street cleaner’s & clerk’s Contracts of Employment together with the caretaker’s and Town Hall cleaners ‘offer’ letters was given to Cllr Maliphant as Chair of the Staffing committee. Contact details for each staff member was also given.

Information

GAPTC LAIS-from 1st April filming or other social media instruments will be allowed in council meetings. It is recommended to have policies in place to cover this activity etc.

Parish councils should not produce Newsletters more frequently than monthly and should only contain information about the business, services and amenities of the council or other local service providers.

External audit regulations-local councils to appoint an eligible local auditor-must be agreed by full council.

Local council should set up an 'auditor panel' which it must consult and take account of its advice, which should be published. The panel should comprise mainly independent members. Date of implementation not yet set.

GAPTC Regional conference 2014 Tiverton 30 April.

Grass cutting Tender documents prepared.

Read out/Response required

Letter of objection to solar park –Jean Taylor (Planning)

Neil Maxfield-re solar Park Planning application-Data Analysis sent

Senior citizens luncheon project meeting Tues. 11th February 9am Forestgate church-PC rep needed.No councillor volunteered.

PCSO Dave Birch visited offices on Fri 7th- Break in at Co Op. Gold Mine at the Lee.

Lena Maller would like any items from the 40's , 50's & 60's that might help stimulate memories for those with dementia to go to the Dilke.

Invitation to all councillors to meet with new contractors for Gloucestershire County Council-AMEY- on 25th Feb in the Shire Hall, Gloucester. (Highways, PROW)

Communications received (emails, letters, phone calls, personal visits, Facebook comments & website enquiries)

(The clerk has been asked by the chairman to only include emails of relevance/interest to the council and to filter out replies.)

Glos. Playing Fields Assc. Annual report

Caring Matters magazine

Green Square Group-Housing Support leaflet

Sample EcoSmart & PlaySmart safety surfacing.

Emails.

Highways-re drains on Stenders x 3-Capital expenditure

FODDC-collection of Christmas Tree

Highways-TRO weight restriction Morse Road

Post office re opening of counter at the Co Op

Co Op Clare Downs re official opening of post office

9 x re Grass cutting Tenders

Playrangers

Gloucestershire Homeseeker's Property News-on table

Bee Green-fwd 6th Feb to all Cllrs.

Play Smart-Quote for safety surface

NALC-making Localism Work conferences for 2014

Communications sent

Emails to (excludes those sent to all councillors)

Glos CC-re post box
Co Op re post box
Co Op re official opening
Review-Tender notice
Forester-Tender notice
Grass cutting Tender docs to;
Seb Adams
Guy Calders
Glebe
Richard Cole
AM Services
Complete Landscape
Richard Cole
John Furnival
Ian Pritchard
Ilex gardening
Bee Green –invite to attend
Ian & Martin- Sports Club update
Keith Chaplin re Silver Street public discussions
Tony Pope planning officer- solar park application
Steve Parslow-lighting Community Centre
Steve Davis-Post box
Andy Coburn-Co Op re post box
Steve Jones-ForestGate church
Mrs Flynn- Grit bins in Wigpool
Neil Batt- LAG funding MPC policy request
Trisha Leslie-re Brownie Hut
Kingswood Parish –research questionnaire

In Committee

As per Agenda plus

To Approve payment & attendance for clerk on a First Aid course.

1 day- 8th April 8.45 to 4pm £115 + VAT-**One day course approved plus approval for additional hours worked.**

3 day course Feb 17, 18 & 19th £275 + VAT

FODDC offices in Coleford St. John Ambulance

Additional safety surface around swings-ground work could be done when the skate park is being built.

Agenda Item 9: Council Management

To **approve** a date for the Annual Parish Meeting

The 8th April 2014 was the date set for the Annual Parish Meeting which will be held in the Library.

Agenda Item 10: Accounts/Finance

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Bank reconciliation to the end of January 2014 was submitted to each councillor.

Agenda Item 11: Councillors Information Sharing.

Cllr Edwards asked if the council had given any further thought to the proposal from the Sport Club that if Luke Freeman 'sponsored' some of the works required to refurbish the pavilion that the Sport Club could secure use of the pavilion at a peppercorn rate.

A further meeting with the Sport Club was anticipated shortly.

This issue to be put on the Agenda for approval in March.

Cllr Maliphant said the Terms of Reference need approval for the committees to be able to act.

Cllr Parker has offered to be a liaison officer between Vantage Point Business Park and the Council

Cllr Gates brought up the issue of the drains on the Stenders. The Clerk informed the Members that she had spoken with the Area Manager of Glos. Highways who has visited the site. The problems with the drains require capital investment rather than routine maintenance. The work would be scheduled in when money became available.

Cllr Wozencroft reported potholes along the Abenhall Road, near the Lining Wood roundabout and along the path at the Bullring.

Several residents had thanked the council for removing the guttering that was over hanging the seats in the Memorial Garden.

Cllr Wozencroft asked if anyone had met the new PCSO for Mitcheldean.

Cllr Henchley informed the Members that computer classes continue to run at the Library.

Cllr H Baker commented on the damp patch on the wall of the fire breast in the Town Hall.

Dated this day 10th Day of March 2014

Signed

D. Scott

CHAIRMAN-Douglas Scott