

# MITCHELDEAN PARISH COUNCIL

## MINUTES

OF A MEETING HELD ON MONDAY 8<sup>th</sup> September 2014 AT 7pm IN THE TOWN HALL,  
AFTER DUE NOTICE HAD BEEN GIVEN.

### Present

#### **Parish Councillors:**

Mr Douglas Scott (Chair)  
Mrs J. Fraser  
Mrs S F Henschley  
Mr A Edwards  
Ms K A Wozencroft  
Mrs K Baker  
Mr H Baker,  
Mrs S Gates  
Mr D Parker

#### **District Councillors:**

Mrs J Fraser  
Mr Ian Whitburn  
Mr Brian Robinson (7.15-8.15)

**Clerk:** Mrs Sandra Schwanethal

[Mr B Waddell, Mr Simmons, Mrs Bailey, Mr Meek, Emma Jones attended the meeting as electors]

#### **Agenda Item 1 To Note Apologies for absence:**

Andrew Maliphant

#### **Agenda Item 2 Members of the Public issues:**

Mr Waddell spoke about his communication with Alan Bennett from the Forest Community Transport Scheme.

Mr Meek spoke of the increase in this year's precept, the specific use of Abenhall raised funds and hedge cutting in Abenhall churchyard.

Emma Jones spoke about the proposal to remove the wire fencing between the 'Sheep field' and the pitch. The Clerk summarised the contents of several letters received on the same topic.

Mr Taylor from Eastern Ave had written commenting on the proposed change of name of the Town Hall to the Market Hall.

#### **Agenda Item 3 Code of Conduct-Declaration of Interests.**

**None**



#### Agenda Item 4

To **Approve Minutes** of the Monthly Meeting of Mitcheldean Parish Council held on the 14<sup>th</sup> July 2014

The minutes were deemed to be an accurate and true reflection of the Meetings, approved by Council and duly signed by the Chairman. (SH+KW)

#### Agenda Item 5. **Committees: Planning-**

Presentation by Stride Treglown (Rob Delius) & Freemans developers (Kate) about proposed changed on ten plots on the Gloucester Road development.

No decision taken

To ratify decisions/recommendations made by the Planning Committee at their meeting at 6.30pm, 11<sup>th</sup> August 2014 & 8<sup>th</sup> Sept. 2014 at the Town Hall. Details attached as a supplementary document.

P1376/14/FUL 5 Walwyn Close-erection of single storey rear extension.

No objection

Update on the Allocations Plan by Cllr Fraser.

The Members were informed that an extra 100 building plots were being sourced although the infrastructure could not cope now with the primary school being over subscribed. A formal response from MPC was required by the 15<sup>th</sup> September.

#### **Facilities/Asset Committee**

Update from Cllr Parker re Meeting with Caloo 1<sup>st</sup> August

Caloo to submit quotes shortly.

To Approve the cost of solicitors fees in connection with the Transfer of Asset of the Cross Gardens and the Community Gardens from Gloucestershire CC.

Decision deferred. The Clerk was asked to enquire as to what would happen to the two plots of land should the Parish Council not agree to pay the solicitors cost.

To Approve amendments in the Sports Club lease-specifically that the club only pays for 75% of the electricity used.

Approved. The Clerk has not been supplied with a fixture list for this year yet.

To approve additional funding/budget for the Skate park area.

A further £260 funding was approved.

To amend and approve Terms of Reference for Facilities/Asset committee.

Approved

#### Agenda Item 6 **Community issues:**

- A) To approve the costs for the cutting of a hedge in Abenhall Churchyard  
Funding to a maximum of £900 was approved should the PPC agree to MPC undertaking to do the work. This would be a 'one off' project. Wider consultation with Abenhall residents would be carried out.
- B) Discuss & approve donation to HOOF & if presentation is wanted.  
A donation of £100 was approved. Cllr Fraser would find out more about another presentation as HOOF had done a presentation at the Annual Parish Meeting in April.

- C) To discuss re reformation of the Youth Council.  
Cllr. K Baker was emphatic that should a Youth Council be reformed that the adults don't let the youths down again by not attending meetings. Cllrs Parker & Gates assured her that they would be committed to the scheme. It was agreed to try to involve other adult residents and to set a date for a meeting.

War Memorial project (DS)

The Chairman had received further communication from the Parochial Church Council stating that the design submitted was not acceptable and the PCC would like to see that there had been community consultation carried out in support of this project

### Agenda item 7 County/District Councillors Reports

*District Cllr. Fraser spoke about the Solar Panel appeal. The FODDC planning officers had requested that the appeal be changed to a hearing as opposed to the written appeal applied for. This hearing would hear views from those present and would be held in the Coleford Council Chambers.*

*District Cllr. Whitburn reiterated the comments made by District Cllr Fraser about the Solar Park appeal stating that the application was outside the FODDC guidelines.*

### Agenda Item 8

To Approve a donation to the Alzheimer's Association re the late County Councillor Norman Stephens

A donation of £30 was approved

### Agenda Item 9 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.)*

Mrs Smith Churchill Way had rung to complain again about the council's unwillingness to put a sign on the fence of the basketball court stating that football should not be played there. The clerk confirmed the rescheduling of a meeting re Silver Street to the 24<sup>th</sup> September. Staff uniform has arrived

Sandra has successfully completed WWYC portfolio.

Keys cut for Dale-Town Hall & Pavilion

Mower faulty-took to Hales Drybrook

Book of Condolences at FODDC for the late Norman Stephens-DS went to funeral 14<sup>th</sup>

August

Small Table ripped out-Adrian to coat with preservatives and cement in. (Cllr K Baker asked to be informed when acts of vandalism have been reported)

Gate still not welded

Grass & leaf Blower & vac purchased

Rake, Hoe & Boots purchased

Vibrant village judging Tuesday 19<sup>th</sup> August

Met with Rep. From lighting Co. Re Christmas Decs. 18<sup>th</sup> August

Christmas lights approx £3000 to mount & dismount.

Goal posts in place

New post box soon

Heritage Days Thurs 11<sup>th</sup> to Sun. 14<sup>th</sup>

New light at Pavilion now working

### External Communications (excludes internal mail between councillors/clerk)

Viking stationery  
WI re Notice board  
Liz Lewit-trim trail funds  
WW1 Centenary grants FODDC  
GAPTC-Pensions  
Glos. CC 'Meeting the Challenge'  
Gloucestershire Growth Deal  
Caloo-site meeting 1<sup>st</sup> August  
Brian Robinson LAG funding library display  
Audit of Defibrillators  
Glos CC Active Together application form  
Police re found wallet  
GRCC **Vibrant village**  
Scouts, WI, Community Centre **VV**  
Gardening Club, Forestgate Church **VV**  
GAPTC-Deregulation Bill  
Natalie War Memorial  
FODDC-Fly tipping  
Friends of the Earth-Bee Friendly  
Brian Watkins-G Read bench-stones  
P. White-Brownie Hut  
SSE quote for mounting Xmas Decs  
Glos CC-Adverse Weather arrangements  
Antony Moverley Adverse Weather arrangements  
Alzheimer's Society-Poster Newsletter  
Gloucestershire's Office of the Police and Crime  
Commissioner.-Badger Cull  
Sports Club-goal posts  
Rural Housing Policy Review  
Magenta-meter readings  
Gloucestershire Playing Fields Association-Awards  
FODDC-Review of Polling Districts, Polling Places  
and Stations  
HMRC  
Offscreen-staff uniforms

### Post

Lynn Relph-Carisbrook Hse  
Audrey Smith  
Bank statements  
Invoices etc.  
Planning applications  
LCR magazine  
Grant Thornton Auditors

### Personal visits (exc other PC employees)

Chairman  
Sara-Financial controls & Fete

Martin H GRCC-Silver Street  
Brian R. Car park machine  
Probation service re May Meadow Lane  
ECBox 4 re May Meadow Lane  
Julia Downing re MM Lane  
Cinderford Swimming pool closed for  
refurb  
Clerk from Newland PC asking everyone  
to sign an online petition to stop Glos. CC  
quarrying in Newland  
Trade account with ScrewFix & B&Q  
FODDC-online voting registration  
e-bulletin from NALC  
Glos CC Flood Alleviation scheme for  
Lakeside Ave Lydney, Watery Lane,  
Newent, Brockweir & Upper Lydbrook  
GAPTC/SLCC conference in Bristol  
FODDC 9 Planning replies  
FODDC re Transfer of Assets Lisa  
Stride Treglown re planning  
Keith Jones re Elton Solar Park proposal +  
wire fence  
Graham Ross. Play Fields Assc. - goal  
posts.  
Beard & Tandy asked to quote for Town  
Hall repairs  
Blood Donation Service  
St John's Ambulance

### 'Phone/Text

Mr Tandy 7 Old Deansway Rd-complaint  
about grass cuttings  
Seb Adams-Grass contractor  
Lisa RE post box-Royal Mail  
Bill Waddell  
Martin H. Silver Street

Katherine-P.cash  
 Mark from Adams - re grass cuttings  
 Norman Stephens  
 PCSO Dave Birch  
 Clerk visited Audrey Smith  
 Resident with keys of Brownie Hut  
 Ian Whitburn re N Stephens death  
 Les Tuffley's daughter  
 Katriona Tilley-collect keys Brownie Hut

**Agenda Item 10: Accounts/Finance-**

**To approve payment schedule-Approved (KB+ KW)**

Payments to 31 July		Gross Totals	CHQ No	Payments in August		Gross Totals	CHQ No
14.07.14	Wye Valley Store	29.99	4111				
07.14	Offscreen	119.88	4112	01.08.14	B.Gas	60.13	4118
			4113	01.08.14	Magenta	18.00	4119
25.07	Plus net	47.44	DD	01.08.14	Forest Fasteners	61.70	4120
24.07	MPC		TRF	11.08.14	Hale & Co	68.59	4121
24.07	MPC		TRF	11.08.14	Toolite	139.36	4122
31.07	n.power	248.36	4114	11.08.14	St Johns ambulance	60.00	4123
31.07	n.power	94.61	4115	11.08.14	HMRC	298.16	BP
31.07	Grant Thornton	480.00	4116	18.08.14	Fenland leisure	92.56	4124
31.07.14	Viking	38.47	4117				
31.07	Administration	2122.74	BP	18.08.14	Severn Trent water	304.28	4125
		<b>3181.49</b>		18.08.14	British gas	196.64	4126
				28.08.14	Plus net	49.86	DD
				29.08.14	Administration	2093.14	BP
						<b>3442.42</b>	
Payments 1-8 Sept							
09.14	FODDC Glos Play.	316.03	4127	11.07	JUL/AUG petty cash		-265.57
08.09.14	Fields	50.00	4128	15.07	Lidl	0.99	
08.09.14	Magenta Tech	23.24	4129	21.07	Post off	6.36	
08.09.14	Hale & Co	112.07	4130	24.07	Timpson	21.00	
08.09.14	Toolite	12.80	4131	30.07	Lidl	1.98	
	Screwfix	224.96	4132	04.08	Timpson	5.50	
		<b>739.10</b>		06.08	Travel-SS	1.50	
				04.08	Travel-SS	0.75	
04.07	July Receipts			11.08	Special Occ	3.89	
9.7	FODDC	1346.00		15.08	MD garage	33.45	
15.7	scouts	20.00		18.08	Lidl	0.39	
25.07	stalls at fete	10.00		08.08	co op	2.50	
15.07	Sports club	452.67		10.08	Lidl	4.48	
09.07	Interest from maturing BOND	160.00			Lidl	2.30	

Bank Interest	0.23	85.09
	1988.90	-180.48
Aug receipts		
Interest from maturing BOND	80.00	
Bank Interest	1.42	
Sundry items	50.00	
	131.42	

To Approve additional electronic payments in principle.

Approved

To Review the notes from the external Auditors, Grant Thornton & assign an Internal Auditor  
The Clerk's comments from the audit were noted and it was agreed to consider appointing a different internal auditor in January.

To review & approve amendments to Standing Orders inline with new filming legislation.

Approved and adopted.

#### **IN COMMITTEE**

Staffing-Clerk's pay review and appraisal.

Deferred to an extraordinary meeting on the 22<sup>nd</sup> September.

#### **Councillors Information Sharing.**

Cllr Fraser stated that the Neighbourhood Development Plan Committee had appointed Sara Gates as its secretary, but still needed a Chair and Vice Chair. The next meeting is on the 25<sup>th</sup> September. The committee needed to walk around the Mitcheldean area to identify suitable development sites.

Cllr Fraser also asked if the mini roundabout by the Lamb Inn could be repainted.

In his absence Cllr. Maliphant had asked the clerk to inform the members that several residents had approached him asking if the police would set up a mobile speed camera operation to catch speeding motorists along the High Street. PCSO D Birch had responded favourably.

Cllr Scott had asked for the matter of installing video recording equipment in the committee room to be on the October Agenda, to record all meetings now since the change in legislation allowing the public to record meetings and that he had received reports of youths acting irresponsibly in the car parks at night.

Cllr Wozencroft reported overgrown hedges along Bayham Road and The Plump. Dog fouling was still a major problem in the village especially near the community Centre. Cars have been parking on pavements and refuse bins left out, making it impossible for mobility

scooters to pass safely. Rumours were also circulating about a possible building development being earmarked for a field opposite Lining Wood.

Cllr Henschley reminded the Members that she had completed a survey for the Rural sounding Board and also reported overgrowth along Plump Hill.

**Dated this day 14<sup>th</sup> Day of October 2014**

**Signed**

A handwritten signature in black ink, appearing to read 'D. Scott', written in a cursive style.

**CHAIRMAN-Douglas Scott**