

MITCHELDEAN PARISH COUNCIL

Minutes of the meeting held on Monday 12th July 2021 at 7.00pm at St Michael and All Angels Church, Mitcheldean

Present:

Parish Councillors: Jackie Fraser (Chair), Janet Keene, Lucy Smith, Bill Waddell, Andre Edwards, Shaun Stammers, Jackie Baber, Kay Wozencroft and Phil Didcote

Also present: County Councillor Philip Robinson

1. To note apologies for absence

April Seabrook (Clerk), District Councillors Thom Forrester and Andrew Gardiner

2. Members of the public issues (15 minutes Standing Orders suspended)

The Council thanked the Church for use of the building for their meeting and also were informed that Cllr David Thomson had resigned from the Council.

3. Declarations of Interests

Cllr Fraser sits on the Planning Committee at District Council so remained in the room while planning was discussed but did not vote or give an opinion. Cllr Edwards declared an interest in the Sports Club. Cllr Smith will not vote or give an opinion on the planning applications for The Roost Glamping, Jubilee Road and Sunnyside, Glencoe Lane, Plump Hill as she lives near to these properties.

4. Requests for Dispensations

None

5. Minutes of the Meeting held on 6th May 2021

It was resolved to accept the Minutes of the meeting held on 6th May 2021 as an accurate record of the meeting, and was signed by the Chair.

6. Planning matters

- a) P0818/21/COU – The Wilderness Quarry, Gloucester Road, Mitcheldean – Change of class use from E (formerly B1) to B2. No objections
- b) P0782/21/FUL – Warren Farm, The Stenders, Mitcheldean – Erection of a detached dwelling. Demolition of existing dwelling and outbuildings. No objection in principal, subject to the building's stone being specified as Forest Stone as per Mitcheldean NDP
- c) DF7670/P0515/21/FUL – Folly Farm, Abenhall Road, Mitcheldean – An application under Section 73 to carry out the development granted under reference P0645/20/FUL in variance with the approved plans by creating first floor studio to the garage serving 'Barn 1' and the relocation of bat mitigation to the garage roof of 'Barn 2'. The previous objection still stands. The addition of a studio above the garage with a toilet and sink is overdevelopment. The garage would be dominant and not subservient in the setting and there is already an annex.
- d) DF7670/P0034/21/DISCON – Folly Farm, Abenhall Road, Mitcheldean – Details pursuant to condition 3 (i.e. external materials, surface water drainage, lighting, means of enclosure, surfacing materials- annexe render colour) and condition 12

- (i.e. landscaping) pursuant to planning permission P0645/20/FUL. No objections
- e) P0756/21/FUL – Shapridge Farm, Church Lane, Abenhall, Mitcheldean – Erection of an indoor riding arena. Demolition of redundant agricultural buildings. No objections in principal, subject to a condition to restrict all external lighting in order to protect local ecology and dark skies as it is in the NDP Protection Zone.
- f) P0055/21/DISCON – Church Farm, Church Lane, Abenhall, Mitcheldean – Discharge of condition 04 (surface water drainage) relating to planning permission P0117/20/FUL. Objections, as there is insufficient information relating to the pond status and the application in general, and there is no quantifiable data e.g. pond volume of water or flow rates of before and after. Also, consideration of the agricultural landowners and homeowners downstream needs to be 'scientifically' considered and evidenced by experts to ensure there is no negative alteration to the groundwater table level, their water resource and that there are no flood risks by works.
- g) P0715/21/FUL – The Roost Glamping, Jubilee Road, Mitcheldean – Change of use of existing storage building, office and laundry facilities to one bedroomed dwelling for site manager with retention of site office and laundry room. Objections. Jubilee Road already has a great number of holiday let premises. We need to ensure that the impact of these on local properties is kept to a minimum. Re: NDP Policy H2. There is clearly no need for an essential worker to live on the site to oversee a handful of low-impact self-contained holiday units with self-check-in lockboxes for holidaymakers seeking privacy. We are concerned about the local bat population and would draw your attention to NDP Policy E5. The site is in the heritage squatter settlement and NDP Protection Zone and this application does not seek to preserve the landscape of agricultural land or show enhancements for the protection of Horseshoe bats, rather the conversion to a dwelling will inevitably mean light pollution at levels which are not presently suffered and this can only have a detrimental effect on the bat run which we know passes over this property. There is ambiguity regarding the red line around the application. If this were to become residential, or indeed another holiday let, then there will be a conflict regarding the approved low impact cabin planning conditions and the associated Ecology Design Strategy. Furthermore, there is an existing condition on the site that it must be returned to agricultural use should the business cease trading. Adding a permanent residence will breach this condition.
- h) P0920/21/FUL – Jindabyne, Plump Hill, Mitcheldean – Change of use of garage/workshop and associated building works to a holiday let. Request that consideration in relation to the safety of access onto the A4136 at Plump Hill is undertaken.
- i) P0902/21/FUL – Woodview, New Road, Mitcheldean – Erection of a detached dwelling (revised scheme). Objection, as it doesn't follow NDP Policies H2, E1 & T1
It does not meet the NDP parking provision (occupancy & visitors), for the new development and the original house, and is in a road where the parking provision is already insufficient There is a lack of pavement with the road narrowing at this point and its near to the junction with the main road and the petrol station so it would bring increased challenges for neighbouring residents, emergency vehicles and HGVs(dustbin lorries etc.) with regard highways, accessibility, parking and safety.

It is outside the settlement boundary and the NDP has already identified its allocated sites (which includes affordable housing).

- j) P0992/21/FUL – Church Farm Farmhouse, Church Lane, Abenhall, Mitcheldean – Conversion of an existing out-building into annexe accommodation, ancillary to the existing dwelling.
- k) P0093/21/LBC – Church Farm Farmhouse, Church Lane, Abenhall. Mitcheldean – Listed building consent for the conversion of an existing out-building into annexe accommodation, ancillary to the existing dwelling. Objections without a full site business plan, as it is noted in the Ecology Report there is an intention to also convert the adjoining barn to a refectory & hall. The Parish Council and the Conservation Officer previously requested a whole site business plan so the ‘in-combination’ effects on highways, ecology, landscape, drainage and heritage can be properly assessed.
- l) P1034/21/FUL – 1 Belmont Terrace, Stenders Road, Mitcheldean – Demolition of single storey extension and replaced with two storey extension and associated works. No objection subject to safe access and parking.
- m) P1074/21/FUL – Sunnyside, Glencoe Lane, Plump Hill, Mitcheldean – Variation of condition 02 (approved plans) of planning permission P0088/17/FUL to allow for amendments to proposed materials. Objections. Firstly, having reviewed the site it can be seen that the garage has already been erected as per an earlier planning application, however it looks like a holiday cottage and there are concerns about why a higher first floor window is required. There are also concerns regarding the amount of light spill over old hedgerows which is in the NDP Protection Zone, as this area is included in the dark skies and hedgerow networks which are to be preserved for bats and other wildlife, therefore Council would like to see justification for the need of the higher window in a garage that could cause harm to the ecology. The Council does not believe the owner had filled in the biodiversity checklist correctly and omitted that the garage would be next to an ancient hedgerow in the original application, and feel that the ecologist should have investigated this application in more detail.
- n) DF15903 P0902/21/FUL – Woodview, New Road, Mitcheldean – Erection of a detached dwelling (revised scheme). Original objections remain and therefore there are no further comments to make on the revised plans.
- o) P1103/21/ADV – Old Smithy Stores, New Road, Mitcheldean – Installation of 6x fascia signs, 2x ACM panels, 2x window vinyls, manifestation (not required), 3x poster cases. No objections
- p) P0980/21/FUL – Locquiers Farm, Plump Hill, Mitcheldean – Installation and operation of a solar farm together with all associated works, equipment and necessary infrastructure. Objections. The Council is supportive of alternative forms of energy that address the climate emergency however we objected to this application citing the biodiversity emergency as it is too close to the SSSI Westbury Brook Hibernation mine and Wigpool Hibernation mine, part of the Wye Dean SAC. It is in Statutory Forest and does not comply with Mitcheldean NDP Environmental Landscape policies E3 and E5 and is a valued landscape and recreational space around the fields with waymarked circular walks and the Wysis Way public footpath running adjacent. It is one of the few places of no road noise offering peace and tranquillity between Drybrook and Mitcheldean. MNDP supports the retention of agricultural land, especially high grade agricultural land, and also has highways/access concerns.

7. **Quote for extra CCTV cameras**
Council agreed the quote for £3,967.95 + VAT for two more CCTV cameras to be erected one facing Cross Gardens and the other facing the Memorial Gardens. **Action: Clerk**
8. **Review of Community Engagement Policy**
Council reviewed and re-adopted the Community Engagement Policy once the reference to The Goat and NDP had been removed. **Action: Clerk**
9. **Street Safety and Security for All, in Mitcheldean**
Cllr Didcote reported to Council that he had considered extra street lighting to help make the streets in Mitcheldean but this could cause criminal activity to take place in the shadows. Also, there was concern about the unlit paths in the village, however, these can be avoided.
10. **Youth Strategy**
Cllr Stammers informed Council that there should be a Council youth strategy for the next four to five years without just responding to concerns regarding anti-social behaviour. The Council should ask the young residents of the village what they would like to have available for them and maybe work with other Parishes so that a youth worker could be employed. There could be funding available to assist with this strategy. Council agreed to adopt a youth strategy.
11. **Review of Council's Expenses Policy**
Council reviewed and re-adopted the Expenses Policy. **Action: Clerk**
12. **Adoption of new Reserves Policy**
Council differed this until the August meeting. **Action: Clerk**
13. **Monthly Village Litter Pick**
Cllr Keene proposed having a monthly litter pick around the village with the residents and some of the Councillors. Councillors will contact Cllr Keene if they are happy to lead one of the litter picks and what dates they are available.
14. **War Memorial Unveiling Ceremony**
Cllr Fraser informed Council that the schools were heavily involved in the war memorial unveiling ceremony.
15. **Councillors Assisting at War Memorial Unveiling Ceremony**
Councillors were informed that volunteers were required to steward the war memorial unveiling ceremony.
16. **Review of future Parish Council meetings**
Council agreed to continue to hold their meetings in the Church, but review this every month as there were concerns regarding the heating.
17. **Xerox Museum**
No update was given regarding the Xerox Museum.

18. Planting Design for Cross Gardens

Council agreed on the planting design for Cross Gardens that had less planting in the centre of the area, and also agreed that an electrical socket would be required. **Action: Clerk**

19. Asset Register

Council agreed to defer this item to the August meeting. **Action: Clerk**

20. Diabetic Van

Council agreed to the diabetic van continuing to the playing field car park for their clinics.
Action: Clerk

21. Useful Telephone Numbers to be Added to Website

Council agreed that useful telephone numbers should be added to the Parish Council website and regularly updated by the Clerk. **Action: Clerk**

22. County & District Councillor Reports

County Councillor Philip Robinson informed Council that County Council spending on roads is continuing with £30k this year and £100m over four years. Also, the County Council have made a successful bid for money for transport.

District Councillor Jackie Fraser informed Council that she has left the Labour Party and is now a member of the Green Party. Also, that the CPRE are running a campaign to lobby the government for buses in rural areas to be electric and run every hour.

23. Clerk's Report

Appendix A

24. Accounts/Finance

a) Council agreed the following payments and receipts:

Payments made since last meeting

No	Payee	Details	Method	Amount	Power	Budget
28	99 Web	Monthly web maintenance	SO (07/05/21)	£50.00	LGA 1972 S111	Communications
29	Magenta	Photocopier usage	BACS (12/05/21)	£63.82	LGA 1972 s111	General Admin
30	Toolite	Fork, Spade etc	BACS (12/05/21)	£71.77	LGA 1972 s111	Playing Field
31	Mowtech	Marking out football pitches	BACS (12/05/21)	£360.00	LGA 1892 s8 (1)(i)	Playing Field
32	NEST	Pension Contributions	DD (13/05/21)	£100.86	LGA 1972 s112 (2)	Staff Costs
33	ICO	Data protection renewal fee	DD (14/05/21)	£35.00	LGA 1972 s111	General Admin
34	PATA	Payroll Services	BACS (21/05/21)	£50.55	LGA 1972 S111	General Admin
35	Ecotricity	Electric – Pavilion	DD (22/05/21)	£68.19	LGA 1972 s111	Pavilion

36	XLN	Broadband & Telephone	DD (22/05/21)	£68.33	LG(FP)A 1963 s5	General Admin
37	Mowtech	Grass Cutting	BACS (25/05/21)	£336.00	HA 1980 s96	Playing Field
38	Forest Tree & Fencing	Pollarding split Oak tree	BACS (25/05/21)	£480.00	LGA 1892 s8 (1)(i)	Playing Field
39	Ecotricity	Gas – Town Hall	DD (25/05/21)	£64.97	LGA 1972 s111	General Admin
40	Salaries	May 2021 Payroll	BACS (28/05/21)	£3,646.66	LGA 1972 s112(2)	Staff Costs
41	Magenta	Photocopier usage	BACS (01/06/21)	£78.32	LGA 1972 s111	General Admin
	Waterplus	Water - Pavilion	DD (01/06/21)	£102.18	LGA 1972 s111	Pavilion
42	April Seabrook	Paper & batteries	BACS (01/06/21)	£21.16	LGA 1972 s111	General Admin
43	T H White	Kawasaki Mule service	BACS (01/06/21)	£624.51	LGA 1892 s8 (1)(i)	Playing Field
44	Mowtech	Football pitch maintenance	BACS (01/06/21)	£741.00	LGA 1892 s8 (1)(i)	Playing Field
45	99 Web	Monthly web maintenance	SO (07/06/21)	£50.00	LGA 1972 s111	Communications
46	FOD Fasteners	Screws	BACS (08/06/21)	£12.12	LGA 1972 s111	Playing Field
47	HMRC	PAYE & NI for May 2021	BACS (11/06/21)	£405.31	LGA 1972 s112(2)	Staff Costs
48	NEST	Pension Contributions	DD (11/06/21)	£102.52	LGA 1972 s112(2)	Staff Costs
49	Mitcheldean WI	Donation	BACS (15/06/21)	£200.00	LGA 1972 s137	Grants/Donations
50	Ecotricity	Electric – Pavilion	DD (16/06/21)	£71.99	LGA 1972 s111	Pavilion
51	Toolite	Black bags, rasp etc	BACS (17/06/21)	£104.85	LGA 1972 s111	Playing Field
52	Peter Lawrence	Petrol	BACS (18/06/21)	£64.97	LGA 1972 s111	Playing Field
53	April Seabrook	Litter pickers	BACS (21/06/21)	£36.95	LGA 1972 s111	Playing Field
54	XLN	Broadband & Telephone	DD (22/06/21)	£68.33	LGA 1972 s111	General Admin
55	Ecotricity	Electric – Town Hall	DD (23/06/21)	£48.33	LGA 1972 s111	General Admin
56	Ecotricity	Gas – Town hall	DD (25/06/21)	£54.34	LGA 1972 s111	General Admin
57	GRCC	Membership Renewal	BACS (28/06/21)	£25.00	LGA 1972 s111	General Admin
58	Salaries	June 2021 Payroll	BACS (30/06/21)	£3,648.38	LGA 1972 s112(2)	Staff Costs
	Waterplus	Water – Pavilion	DD (01/07/21)	£102.18	LGA 1972 s111	Pavilion
59	Grenke	Photocopier rental	DD (01/07/21)	£173.56	LGA 1972 s111	General Admin

60	99 Web	Monthly web maintenance	SO (07/07/21)	£50.00	LGA 1972 s111	Communications
61	Hales	Repair of ride on mower	BACS (12/07/21)	£152.12	LGA 1972 S111	Playing Field
			TOTAL	£12,234.27		

Payments to be agreed at meeting

No	Payee	Details	Method	Amount	Power	Budget
62	JD & W Hollis	Flowers for hanging baskets	BACS (13/07/21)	£76.80	LGA 1972 s111	General Admin
63	FODDC	Non-Domestic Rates	BACS (13/07/21)	£96.35	LGA 1972 s111	General Admin
64	PATA	Payroll Services	BACS (13/07/21)	£50.55	LGA 1972 s111	General Admin
65	HMRC	PAYE & NI for June 2021	BACS (13/07/21)	£379.87	LGA 1972 s112(2)	Staff Costs
66	Magenta	Photocopier usage	BACS (13/07/21)	£54.00	LGA 1972 s111	General Admin
67	Hales	Strimmer head & line	BACS (13/07/21)	£41.80	LGA 1972 s111	Playing Field
68	Toolite	Safety boots & masks	BACS (13/07/21)	£68.50	LGA 1972 s111	Playing Field
69	Wybone	Dog bags	BACS (13/07/21)	£284.59	LGA 1972 s111	Playing Field
70	Forest Equipment Services	Cleaning Plump Hill bus shelters	BACS (13/07/21)	£28.38	LG(MP)A 1953 s4/PCA 1957 s1	General Admin
71	Howle Hill Nursery	Topographical survey of Cross Gardens	BACS (13/07/21)	£690.00	LGA 1892 s8 (1)(i)	War Memorial
			TOTAL	£1,770.84		

Receipts

09/06/21 Interest	£0.17
09/06/21 Interest	£0.25

- b) Council approved the petty cash figures for June 2021
- c) Council received the bank reconciliation for May & June 2021
- d) Council received the budget versus spend report up to 2nd July 2021
- e) Cllr Thomson carried out the monthly financial checks of the Council's accounts on 12th July 2021

25. Separate Business

Pursuant to 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during the consideration of:

- a) Council noted the pay rise in keeping with the Real Living Wage for the cleaner and the ground staff.
- b) Council agreed to pay the cleaner an extra hour a week for the extra work that she had been carrying out for the Council free of charge, and will include the extra duties in her job description
- c) Staffing matters were discussed.

There being no further business, the meeting closed at 9.30pm

SIGNED:

DATE:

Clerk's Report for July Meeting

The contractor pollarded a tree in the playing field which had a large branch which was splitting away from the trunk.

Asked the Area Highways Manager if we could be informed when the extra-large loads were going to passing through the village so that Council could inform the residents via Facebook. He informed me that he would send this request to the Street Works Team.

Ordered six more boxes of dog bags.

Met with second contractor to get quote for MUGA and play equipment.

A resident complained about overgrown vegetation along the footpath between Bradley Court Road and Colchester Close and also the pavement on Bradley Court Road from the backs of the houses on Oakhill Way. I asked two members of the Street Cleaning Team to clear away the vegetation.

Had meeting with contractor to discuss a quote for re-fencing and resurfacing, as well as new goal posts and basketball hoops the MUGA.

Ordered eight litter pickers for the public to use if they want to do some litter picking, these will be kept in the garage.

Reported to the Police that all the bins had been ripped down in the playing field and around the village.

Organised meeting with Cllrs Smith, Fraser and Thomson and the garden designer at Cross Gardens.

Reported the blocked drain at the junction of May Meadow Lane and New Street to the County Council's Highway Department.

Organised meeting for resident with Cllrs Fraser and Thomson and the Area Highways Manager to discuss the speed of the traffic on Plump Hill.