

# Woodchester Parish Council

Clerk: Barbara Lewis  
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December 31, 2008

Minutes of the meeting held by Woodchester Parish Council in the **Village Hall**, North Woodchester on **Thursday January 8, 2009 at 7.00pm**

Present:- Cllrs Wigzell, Hamilton, Lead, Brown, Syrett, Bastin

In attendance Clerk – Barbara Lewis. No members of the public

1. **To receive apologies for absence**  
Apology received from Cllr Swait
2. **To receive declarations of interest in items on the Agenda**  
There were no declarations of interest
3. **To receive questions from members of the public and those attending in an official capacity**  
No questions
4. **To confirm the Minutes of the Parish Council Meeting December 11, 2008**  
The minutes were confirmed and signed
5. **To receive the Clerk's Report**  
Clerk stated that the SLCC membership had been renewed. The dates of the PC meetings had been booked at the Village hall, clerk to check if hall available 9 or 16 May for annual meeting
6. **To note planning applications and decisions from SDC**  
The planning applications and decision were noted
7. **To note correspondence received**  
The correspondence was noted
8. **To receive a financial report for the latest period**  
Financial report was noted, new layout for expenditure was approved. Expenditure for the Carol evening is to go to the Parish Plan budget
9. **To approve expenditure and approve cheques as per annex**  
Cheques were approved and signed
10. **To receive a report on the Village Design Statement**  
Conrad Moore had replied to Cllr Lead re Design Statement. Information has been obtained and Cllrs Lead and Syrett will liaise to produce a draft template for a public meeting in February where items could be discussed, and hopefully, interested parties could offer help and assistance
11. **To receive reports on the Carols and update on fete**  
It was a good turnout for the Carol evening, the best yet. North Woodchester needs more time than 45 minutes to congregate. The Parish Council will carry on funding the event. There will be a meeting for the fete on January 19<sup>th</sup> so there will be a report at the next parish meeting. Some ideas for stall already agreed.
12. **To discuss the recruitment of a new clerk**  
The deadline for applications will be January 18<sup>th</sup> and interviews on 22 January 09 at Oakley House. Cllr Brown may be unable to attend, so will be substituted if necessary
13. **To receive a report from the Water Warden**  
Proof of identity for Wardens now received from SDC. There are still problems with Rooksmoor Mills but the environment agency feel that it needs specialist investigation and so are arranging this.
14. **To discuss the annual village maintenance contract**  
This will be reviewed at next meeting, Clerk to circulate details to Cllrs

- 15. **To receive a report on footpaths**  
The overhanging trees on the footpath to Woodchester House have now been pruned back, Cllr Brown to discuss the footpath from Home Ground with Sarah Ellis, Footpath Officer at SDC
- 16. **To discuss Woodchester Parish Council Emergency plan**  
A copy of this plan was circulated to all councillors for them to consider and to contact Cllr Hamilton with comments or details they feel should be included within 2 weeks
- 17. **To discuss 'Publication Scheme'**  
Cllrs Hamilton and Wigzell to complete and circulate this document
- 18. **To receive a talk on 'Affordable Housing' from Martin Hutchings from GRCC**  
Martin Hutchings told the council that some land has been offered for affordable housing, it is not GRCC policy to divulge the location until more research has been done. A survey would need to be sent to every household in Woodchester Parish so that GRCC can establish if there is a need for affordable housing in the area. If that proves to be so then procedures would start, but planning permission for affordable housing is only given if there is proof that it is needed. Local residents would always get preference, then residents from adjacent parishes, then others. The housing will be to a high specification, materials will conform to conservation area requirements, and they will also be required to be energy efficient
- 19. **To receive comments from members of the public on items discussed at this meeting**  
There were no public comments

Meeting finished at 9.15pm

Chair.....

Date.....

***Attachments to agenda/presented at meeting***

- Notes to the agenda
- Clerk's report
- Correspondence received
- Cheques for signature
- Financial Report
- Planning applications and decisions

**Clerk's report for period until January 8 2009**

Noticeboards – Glasdon Catalogue show various designs and prices

SLCC Membership renewed

Village Hall dates for 2009 Council meetings confirmed, dates for other meetings to be agreed

Clerk has received electronic update of electoral register

Letters re footpaths  
Precept has been sent to SDC  
Highways have been contacted re filling the salt/grit bins in village  
Cllr Bastin will act as Snow Warden while Cllr Swait is on holiday

**Correspondence received until January 2009**

GAPTC Update  
Countrywide Grounds Maintenance  
Leaflets re Waterside living  
SMP \_ Wonderful world of play  
Christmas Cards from David Drew and Community Police  
Playing Field Newsletter  
Glasdon products  
Details re Publication Scheme  
Sue Ryder at Leckhampton letter asking for support  
LCR  
SDC Council meeting dates  
NALC new pay rates

**Cheques for signature January 8 2009**

|     |                               |        |
|-----|-------------------------------|--------|
| 431 | B Lewis – Clerk               | 638.54 |
| 432 | SLCC (Subscription)           | 82.00  |
| 433 | M Swait (Carol service exs)   | 89.98  |
| 434 | R Latham ( Carol service exs) | 15.00  |

Payments and Bank Reconciliation

See attached spreadsheet

**Planning applications received**

**S.08/2144/FUL Land adjoining Oakley House – Erection of a dwelling and formation of a new vehicular access**

**S.08/2027/LBC Hillgrove House Bath Rd – Conversion from 6 flats to 10 flats**

**S.08/2086/COU Station Rd Industrial Est - Change of use of existing hard standing areas for parking and washing coaches  
Council sent objections to this application**

**S.08/2090/FUL Station Rd Industrial Est - Installation of wash area, gulley for interception of waste water from washing coaches  
Council sent objections to this application**

**S.08/2216/FUL The Old Coach House Cow Lane Inchbrook - Erection of a two storey extension  
Council approved this application**

**S.08/2143/LBC Land Adjoining Oakley House - Part demolition and rebuild of dry stone wall  
Council did not object or support this application, commented on its concern re loss of character to Church Lane**

**S.08/2354/FUL Elfwood House Selsley Road -  
Council approved this application**

**Appeal for dwelling at Upper Atcombe Farm  
Council fully supports SDCs reasons for refusal**

**To discuss The Coach House, Tower House application for creation of dwelling from existing garage after site visit on January 8 2009**