

Woodchester Parish Council

Clerk: Simon Peirce

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Minutes of the meeting of Woodchester Parish Council held on March 5th 2009 in the Village Hall, North Woodchester at 7.00pm

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

In attendance: Simon Peirce (Clerk to the Council)

AGENDA

1. **To receive apologies for absence**
There were no apologies
2. **To receive declarations of interest in items on the Agenda**
No declarations of interest
3. **To receive questions from members of the public and those attending in an official capacity**
No members of the public in attendance
4. **To agree the appointment of a new Clerk**
Simon Peirce was proposed by Cllr Bastin and seconded by Cllr Swait and then welcomed by Chairman Wigzell
5. **To confirm the Minutes of the Parish Council Meeting January 8th 2009**
Cllr Wigzell proposed two minor grammatical changes be made before being signed off and was agreed unanimously
6. **To receive the Clerk's Report**
The written report was presented. It was noted that gully cleaning may not have taken place as scheduled and Cllr Swait was to follow up. The proposed date for Annual Parish Meeting (9th May) was discussed and as it clashed with Badminton weekend agreed to reschedule for 16th May at 10.30am.
7. **To note latest financial statements**
Written Financial report received as per Barbara Lewis November 08
8. **To approve expenditure and approve cheques**
Clerk listed cheques that had been signed / to be signed since last PC meeting January 2009. It was noted that the rubbish bin in the new bus shelter was in need of repair. Clerk is to check quote and Cllr Swait to follow up with provider if necessary.
9. **To note planning applications and decisions from SDC**
It was noted that application S.08/2553COU for Roseclive had gained permission and that progress on S.08/2027 Hillgrove was proceeding well and would enhance the overall look of that part of the village. Cllr Syrett had attended a meeting with the owners of the brown field site at Station Road and had expressed concerns regarding their coach washing facility and the possibility of contamination of the Nailsworth Stream watercourse. The owners have submitted new plans and are providing an ecology study which the Parish Council will have the opportunity to review. The application S.09/0153 at Church Villas was passed to Cllr Lead and a Planning Meeting will be called
10. **To receive progress report on Publication Scheme**
Cllr Wigzell explained the purpose of the Publication Scheme which lists the documents and information which the Parish Council has. The Publication Scheme aims to make this information readily accessible and where possible in a single place. Cllr Wigzell and Clerk to review documents available and update Website as necessary
11. **To approve appointment of Internal Auditor**
It was agreed that Iain Selkirk FCA would be appointed again at the same cost as previous year
12. **To consider quotes for village maintenance contract**
Quotations for contract were discussed and it was agreed that whilst there were some minor reservations the Parish Council would remain with the current provider Ian Smith at the same cost as previous year

13. To receive an update report on Village Fete

Cllr Brown presented a progress report. The event would feature a hog roast, bar and side shows from 2.00 – 5.00pm and a plan would be required to manage the multiple sites of the event. The garden of Cllr Bastin would be the focus of the event, in addition to using the Church, Church Green, Village Hall and the Endowed School Hall.

It was agreed the event was not to be specifically a money raising one and that stallholders should be charged a nominal sum but they would keep their proceeds. A sum of around £1000.00 had been earmarked for initial costs which would be recouped from the event.

It was suggested that any surplus monies remaining from the event be put in a newly created 'Village Event Fund' to act as a float for future events organised by the Parish Council or indeed residents. Clerk to approach Treasurer of the Village Street Party held last year to establish if the float they hold could be put into this newly created fund.

14. To receive a report from Snow Warden / Highways and to consider letter regarding road crossing at Frogmarsh

Cllr Swait presented his report and there were no problems to address. It was noted that the Village had no Snow Plough Operator so Cllr Swait would investigate the requirement for one. Cllr Syrett requested a grit bin be placed at the junction of Rooksmoor and the A46. Potholes were causing disruption along Cow Lane to the school traffic and this was to be taken up with the 'Pothole Hotline'. Potentially dangerous dead branches hanging over Cow Lane would also be followed up by Cllr Swait talking with the landowner and possibly with Highways.

The 1.77 acre parcel of land in South Woodchester known as 'The Bramble Patch' has been put on the open market for sale at a guide price of £20,000. It was agreed that it would not be appropriate for the Parish Council to attempt to purchase this land but that promoting its use for Community Development or shared ownership by a local syndicate would be positive.

Cllr Syrett suggested he would talk with the owners of the house opposite The Ram public house that had an increasing amount of rubbish and building waste piling up in its grounds.

It was agreed that we would respond to the letter from Mrs Hodgkin regarding the possibility of creating a pedestrian crossing on the A46 at Frogmarsh by writing to Highways. Whilst the same problem had previously been highlighted at Frogmarsh Lane, Selsley Hill and Station Road, the suggestion of creating access to the existing cycle track underpass at Frogmarsh may allow a safe crossing point without stopping the flow of traffic.

15. To receive an update report on Website

Village resident Shona Ward continues to explore the options for developing the website, with help of Duncan Hayes and John Farley. Cllr Syrett to progress this with Shona. Possibility of promoting access for all was mentioned by providing screens in Pubs / Post Office.

16. To agree a date for a Design Statement Public meeting

Cllrs Lead and Syrett presented their initial thoughts for this. A public meeting would be held April 4th around midday to outline the scope and purpose of the Design Statement and to canvass views and ideas from residents. Ultimately a final document would be published in March 2010.

17. To approve Standing Orders and Financial Regulations

These were approved without amendment

18. To approve Parish Emergency Plan

Subject to updating with contact details for Church Warden and key holders for schools this was approved. Cllr Hamilton confirmed that the document had been prepared in accordance with legislation regarding confidentiality and data protection. Following update by Clerk, document to be issued to Cllrs and posted on Website

19. To receive comments from members of the public on items discussed at this meeting

No members of public present

Meeting finished at 9.00pm

Chair

Date