

Clerk's Report to 24th February, 2017

- **Refuse Bins** – A replacement bin has been ordered for the walkway between Church Road and Berrymore. A new bin has been ordered for the new bus shelter as the old one was destroyed. Stroud District Council have agreed to replace the bin in the layby on the A46.
- **Bus shelter** – A resident has kindly installed a handrail in the new bus shelter at Frogmarsh and Stagecoach have replaced the damaged sign. The insurance claim is being processed.
- **Amey** - Faulty street lights, fly-tipping and pot holes have been reported to Amey.
- **'Lengthsmen' work** – Andrew Middlecote (Local Highways Officer) has agreed a list of work for 'Lengthsmen' which includes work on Water Lane to clear the mud, clearing gulleys and drains on Frogmarsh Lane and Bospin Lane, clearing weeds from pavement on Southfield Road and cutting back vegetation on Church Road above St. Mary's Church. Replacing white lines and installing a new road sign on Selsley Road have been referred to Amey.
- **Road closure**- The northern end of Convent Lane will be closed on 8th April to allow for work by Severn Trent Water.
- **Telephone Boxes** – Contracts have now been received for both telephone boxes, which once signed will be returned to BT to complete the adoption process. A resident approached the Parish Council concerning placing a defibrillator into one of the boxes and has agreed to look into this on behalf of residents.
- **Dog Fouling** – Residents had reported an increase in the problem of dog fouling in the village. The Neighbourhood Warden offered his support and has written an article for the Woodchester Word. A letter was sent to a small number of dog owners in the village asking for their support in identifying those responsible to either politely ask them to pick up the mess, or for referral to Dominic Everiss.
- **Land at Frogmarsh** – A letter was sent to the land owner together with a summary of initial proposals for the site and photos. The response is due to be discussed in item 2017/43.
- **Gloucester Archives** – The process has begun of gathering Parish Council documents which must be preserved by law. These will be taken to Gloucester Archives. The last time documents were archived was 2006.
- **Stroud Cycle Campaign** – Stroud District Council (SDC) approved the capital budget put forward to the meeting of the full council on February 9th. This included the funding (£300k) to plan and carry out improvements to the existing cycle trails. First step will be to either re-deploy or appoint a new member of staff at SDC to take this work forward. They are hoping to attract match-funding to maximise improvements.
Once this person is in post there will be further consultation with Parishes, users and other stakeholders to start developing a plan of action.
- **PAYE** – In 2014 the Parish Council were informed by HMRC they were no longer required to carry out PAYE. Following advice from the internal auditor the clerk contacted HMRC and PAYE is now required. The process has been set up and a submission made each month.
- **Audit Training** – The clerk attended a course on training for an audit as change is planned for 2017/18 when smaller councils will only require a 'light touch' audit. However the requirements are not yet clear. The training was beneficial in terms of clarifying requirements for a system of internal checks to be in place.
- **Community Infrastructure Levy (CIL)** –
 - New system for paying for infrastructure coming in on **1 April 2017**.
 - CIL will largely replace s.106 legal agreements.
 - CIL is a set charge on development (non-negotiable) - Housing - £80 sqm; Retail (supermarket) - £75 sqm.
 - Charged on all new permissions (a few exemptions) and extensions of 100 sq m or more.
 - Some developments will be exempt from CIL:
 - Affordable housing, subject to the developer applying for relief in the manner set out in the regulations.

- Development by a charity where the development will be used wholly or mainly for charitable purposes.
- Houses, flats, residential annexes and residential extensions which are built by “self builder”.
- Older persons housing.
- Residential proposals on land within the Stroud Valleys charging zone (brownfield sites within the boundaries of the Industrial Heritage Conservation Area) will be exempt.
- The large housing sites allocated in the Local Plan (Policies SA1-SA5a) are also exempt from CIL, because of the costs associated with the provision of infrastructure on-site at these sites.
- CIL is payable by the developer to the District Council on start of development (subject to phasing policy).
- A proportion of CIL raised in a parish must be reinvested in that parish – 15% generally, 25% where a Neighbourhood Plan is in place.
- 15% automatically goes to Parish Council – no need for community project to be agreed with developers/District Council.
- The money should be spent within five years or the District Council can ask for it back.
- It must be spent on “infrastructure”.
- District Council will pay CIL monies to parish councils within 6 months of receipt.
- The Charging Schedule and supporting information can be viewed on the Council’s website: www.stroud.gov.uk/CIL.

Cheques signed/to be signed since the meeting of the 5th January, 2017

Date	Payee	Cheque Number	Amount	Authorising Power
04.01.17	Ann Bijkerk – Salary 2 nd November, 2016 to 3 rd January, 2017 9 weeks @£103.63	787	£932.67	LGA 1972 s.112 (2)
17.01.17	CR Signs – Tree Plaques	788	£120.00	LGA 1972 s.137
19.01.17	Liam McLoughlin – Rebuild of Bus Shelter	790	£3048.00	LG(MP)A 1953 s.4 / PCA 1957 s.1
20.01.17	St. Mary’s Church – Use of Undercroft Room 2016	791	£37.50	LGA 1972 s.134(4)
23.01.17	T.R. King – Remaining payment for kissing gates	792	£1086.00	HA 1980 s.146(1)
22.02.17	SLCC – Membership Renewal	793	£139.00	LGA 1972 s.111
22.02.17	BT Payphones – Adoption charge	794	£1.00	LGA 1972 s.137
22.02.17	Woodchester Village Hall – Hire 2017	795	£97.50	LGA 1972 s.134(4)
22.02.17	Cllr. Gervase Hamilton – Chairman’s Allowance and reimbursement for Solicitor fee (witnessing a signature)	796	£75.00	LGA 1972 s 15(5) LG(MP)A 1976 s.19(3)
01.03.17	Ann Bijkerk – Salary 4 th January, 2017 to 28 th February, 2017 – 8 weeks @ £103.63, reimbursement for timber (£77.20), scalplings (£61.76) and stamps (£7.68), household expenses (£10) and telephone costs (£10)		£995.68	LGA 1972 s.112 (2) HA 1980 s.146(1) LGA 1972 s.111 LG(FP)A 1963 s 5 LG(FP)A 1963 s 5

Planning Decisions

Consent has been granted for:

S.16/2376/FUL - Station Road Industrial Estate, Station Road, Woodchester - Installation of a telecommunication base station (including 21m mast).

S.16/2589/TCA - Q Park, Bath Road, Inchbrook - 3 x Weeping Willows - pollard trees, reducing them to half the present size.

S.16/2741/GDPE - 1 Park View, Selsley Road, North Woodchester - Single storey extension. Projection - 4.5m, Height - 4m, Eaves - 2.8m

S.16/2577/LBC - Rooksmoor, Rooksmoor Hill, Woodchester - Remove a stud wall on the ground floor. Replace an existing fireplace. Install an extractor fan fitted onto the back exterior wall of the house.

Applications received:

S.16/2877/HHOLD – The Annexe, Friarsfield, Convent Lane, South Woodchester – Extension of annexe.

S.17/0046/HHOLD - 14 Lawns Park North Woodchester - Extension to garage.

S.17/0300/HHOLD – Hillcroft, Selsley Road North Woodchester - Proposed loft conversion.

S.17/0092/TCA - Woodchester House, Woodchester House Drive - Poplar (T1) and Ash (T2) – Fell.