

### **Clerk's report for period until May 6th, 2010**

The Spring Litter Pick was held on Sunday 11<sup>th</sup> April 2010. 17 volunteers took part and collected 18 bags of rubbish.

The clerk has submitted a VAT return £121.02.

GAPTC have provided details of training courses available as follows:

- Chairmanship – The development of Chairmanship skills – Thursday 17<sup>th</sup> June, 9.30 – 4.30 or over 2 evenings Thursday 30<sup>th</sup> September and Thursday 7<sup>th</sup> October
- Being a Good Councillor – A course over 4 evenings Wednesday 8<sup>th</sup> September, Wednesday 15<sup>th</sup> September, Wednesday 22<sup>th</sup> September, Wednesday 29<sup>th</sup> September
- Budget Planning/audit implications – Tuesday 19<sup>th</sup> October 2010, 10 - 1
- Working with your Council – Wednesday 10<sup>th</sup> November 9.30 – 4.30pm

The clerk is in the process of carry out the annual audit of the parish council accounts. They will available for inspection by the general public between 30<sup>th</sup> April and 28<sup>th</sup> May 2010. Interested parties should apply to the clerk who will make copies of the Annual Return and all books, deeds, contracts, bills, vouchers and receipts relating to them available to them. The internal auditor will view the accounts on either 10<sup>th</sup> or 11<sup>th</sup> May in Bishops Cleeve or 24<sup>th</sup> or 25<sup>th</sup> May in Nailsworth. The Parish Council will be asked to approve and sign the statement of accounts, approve and sign the financial statement for year end and agree submission of the accounts for external audit at the next Parish Council meeting on June 10<sup>th</sup> 2010.

Asset Management at SDC have confirmed that the houses at Southbank which have been vacant for the past 18 months remain empty while investigations take place into subsidence at both properties.

The meeting notes from the last Chartered Parishes Group held on 8<sup>th</sup> April included an update from Gloucestershire Highways. This included the following:

- Chris Riley has taken over from John Roberts as the new Stakeholder manager at Gloucestershire Highways
- Due to the heavy demand on salt nationally over the past 2 years due to the bad winters, the county is looking at increasing their stocks held in the county. This year there have undertaken over 80 salt runs – up until last year, the previous 8 years the average number of runs was only 36 per annum. A new depot in North Cotswolds will hold 2500 tonnes in the new salt dome. They are also looking at increasing storage at Cirencester and Cannop depots.
- Highways are investigating the option of salt being held by the parish as opposed to bins
- 23,192 pot holes have been fixed by Highways since January 2010. The Government recently announced £100m to be spent on potholes. Gloucestershire Highways have

had over £1m but our estimated damage is £5m. Teams are now looking at how best to spend the money

- With the new financial year comes a new capital programme. Our County Councillor will be attending estimates meetings end of March/beginning of April and will have the latest information.
- Potholes on minor roads do need to be reported to Highways. The clerk has asked all councillors to advise her of ones they are aware of in order that she can do so.

The clerk has sent a list of the Parish's grit bins to Highways requesting that those which are missing are replaced.

Simon Peirce has confirmed that the notice board he has been commissioned to make will be ready in June. The clerk is waiting for confirmation from Woodchester Cabinet Makers regarding completion of their notice board.

Cllrs Lead, Syrett and Wigzell have attending meetings in an effort to raise funds to purchase the mosaic which is due to go to auction at the end of June.

The clerk is waiting for revised confirmation from SDC regarding the estimated cost of constructing an underpass at Frogmarsh. SDC's initial estimate grossly overestimated the work required.

Following various public consultations and displays, an online survey has been promoted throughout the Parish and a paper copy distributed to every household. Of the 600 or so distributed 16 paper copies 105 electronic forms were completed. Following this feedback, the group will now produce a draft Village Design Statement and will report to the Parish at the Annual Parish Meeting to be held on the 20<sup>th</sup> May. The final Design Statement will be produced shortly thereafter.

The Woodchester Produce and Craft Show will be held on Saturday 11<sup>th</sup> September at The Endowed School with cream teas and stalls on the Church Green between 9.30 a.m. – 4.30 p.m/ There will be a number of adult and children's classes. Entry forms will be sent out with the next edition of the Word in August when they will also be available for collection from the Post Office and Pubs. There will also be the opportunity for any non commercial organizations based in Woodchester to have stalls, free of charge for selling produce, tombolas. The event is being sponsored by Nailsworth Garden Centre and Little People Company.

It seems likely that the Woodchester Freelancers will reduce the number of meetings they currently have (currently monthly) to once a quarter. This is largely due to low turnout at the monthly sessions. The current organiser, Louise Tickle, has suggested setting up a directory of parish businesses which could be a very useful vehicle to place online.

The Annual Parish meeting is due to be held on Thursday 20<sup>th</sup> May at 7pm in the hall at the Endowed School. Local clubs and organisations have been asked to submit reports.

Stroud District Council have written to the Parish Council about the chipping service which operates throughout the district offering residents an opportunity to have materials often unsuitable for home composting, such as branches, shredded for use as mulch or to add to the compost heap. They are also proposing to make changes to the way events are booked.

Would Woodchester benefit from such an event? A response to the proposals is required by 1<sup>st</sup> June.

The clerk has received written clarification that at council meetings councillors are required to declare the nature of their interest and the reason for it. For example, "I declare a personal and prejudicial interest in item no 6 on the agenda as a member of my family is the applicant for planning permission." That declaration should then be recorded in the minutes. In the case of a declared prejudicial interest and assuming the member is entitled to stay and make representations/answer questions etc, the minutes should also record whether or not the member stayed and made representations or took part in any discussion and when he/she subsequently left the room.

The hourly rate of hire at the Undercroft has been reduced to £10 per hour. The £20 figure originally quoted was an error, this is the total charge for an entire evening. Given the hourly rate at the Village Hall is £5 the clerk has asked the warden for a possible reduction and will update the council on the outcome of negotiations.

The Parish Council has received an invitation to join Green Communities, an online organisation that gives support and advice to community groups who want to tackle climate change by running their own projects. Membership is free.

The Parish Council has been sent a questionnaire from Gloucestershire Police Authority to find out how well neighbourhood policing is working in the Woodchester area.

Stephen Glanfield is slowly resuming duties and hopes to attend a Parish Council meeting in the near future.

The Parish Council declined the opportunity to take part in Gloucestershire's "Vibrant Village of the Year 2010" award.

Guidance from GCC regarding insurance cover for volunteers clearing snow is outstanding. A response is being sought by the clerk.

The clerk has received renewal terms from the council's existing insurer, Allianz, and has obtained alternative terms from another insurer, Zurich. A comparison of the cover is attached. **At the time of writing this report the clerk was waiting for revised terms from both insurers so an update will be provided either before or at the Parish Council meeting.** The asset register for 2010 will need to be approved as part of the renewal process.

The Clerk attended an audit training course on 29<sup>th</sup> March.

Details of the NALC event calendar for 2010 have been received. Local events are as follows:

**Localism in Action Conference, 2 July 2010, Bristol:**

Come and learn about good practice and innovation!! Local (parish and town) councils will face enormous challenges over the coming year as the implications of public sector spending cuts begin to take bite. All major political parties are talking about localism as potential solutions to the savage cuts in public sector funding. Now does this mean the Government and Principal Authorities plan to look to local community bodies like local councils to do more in service delivery and representation because they are unable to do so? These conferences will examine the practical implications of this and localism. It will look into the practical details of key areas that councils have to face on a day-to-day basis.

**Clerks' Networking Lunch, 10 December 2010, Cheltenham**

With the theme: Asset Transfer and Local Councils. Charlie Marwood, Development Trusts Association, will be speaking. Senior Society of Local Council Clerks representative will be present. Sponsored by Blachere Illuminations. Attendees can find out about the opportunities for asset transfer available to their own councils.

**Resident's Correspondence**

A resident of The Avenue asked the clerk to look into the parking congestion created by a resident of The Avenue who is selling cars from his home. Highways are investigating the matter.

**Cheques signed/to be signed since last meeting March 4<sup>th</sup>, 2010**

<b>Cheque Number</b>	<b>Description</b>	<b>Amount</b>
486	VDS Banners	£133.88
487	Clerk's wages	£376.98
488	Maintenance	£430.00
489	Clerk's wages	£225.18
490	Clerk's travelling expenses	£24.40
491	Stationery	£138.05
492	Clerk's household expenses	£50.00
493	Renewal fee for Data Protection register	£35
494	Woodchester Word printing	£248.00
495	VDS questionnaires	£133.00
496	Gift for John Fairley	£46.48
497	Gift for Paul Syrett	£35.80
498	Clerk's wages	£300.24

## **Planning Update**

### **Planning Applications Received**

S.10/0476/HHOLD Oldways, Bospin Lane – Erection of an extension

S.10/0309/FUL Woodchester House – Erection of a dry stone wall at the front of the property on the line of the existing boundary fence

S.10/0220/DISCON EMS House, Q Park, Bath Road – Discharge of conditions 2,3,5,6,7,8,9,11

### **Planning Decisions Received**

*Consent has been awarded for:*

S.09/1935/FUL Oakley House, Church Road – Erection of a dwelling and formation of a new vehicular access

S.09/2203/LBC Old Priory, North Woodchester – New garden gate

S.10/0309/FUL Woodchester House, South Woodchester – Erection of dry stone wall

*Consent has been refused for application:*

S.10/0235/OUT Applegarth, Church Road – Outline application for the erection of 2 detached dwellings including garages and new access Appeal Decisions Received

### **Appeal Decisions**

APP/C1625/A/09/2118380 – Land off Frogmarsh Lane, South Woodchester – Erection of an agricultural building – Appeal dismissed

There have been a number of changes to the Planning System which came into force on 6<sup>th</sup> April, briefly these can be summarised as follows:-

1. Reduced timeframe for appeals where enforcement is involved
2. Non-determination appeals for Minor Amendments
3. Change to Design and Access statements
4. Publicity of planning applications
5. Changes to permitted development on commercial buildings

The Government has released proposals to allow a limited number of affordable homes to be built in rural villages without the need for individual planning applications where the parish council has backed the new homes. The proposals will be consulted on this summer.

For many years, planning guidance for listed buildings and conservation areas came in the form of Planning Policy Guidance 15 (PPG15). From the middle of March, this changed with the issuing of new guidance, Planning Policy Statement 5 (PPS5). There are a lot of changes in the approach to what are now known as Heritage Assets including an acknowledgement that climate change and heritage have equal status, and accommodations should be

encouraged to allow these protected buildings and areas to have an energy efficient life. There is also guidance on enabling works, facilitating renovations to listed properties by permitting new buildings to finance it.

### **Correspondence Received**

Wastelines – News from the Gloucestershire Waste Partnership Issue 12 April 2010  
SLCC Branch Newsletter - April 2010  
Gloshub Resources Briefing, 21 April 2010  
SDC e News – April 2010  
eGloucestershire – March/April 2010  
GCC Archaeology Service – Issue 6 Winter 2009/10  
GAPTC Update – February and March editions 2010  
England’s statutory landscape designations: a practical guide to your duty of regard  
Rural skills courses 2010  
New opportunities for farmers in the Cotswolds – An information leaflet  
Managing deer in the Cotswolds – An information leaflet  
Supporting rural skills in the Cotswolds AONB 2010 – An information leaflet  
Cotswold Conservation Board – Managing roadside verges – A brief guide for parish councils  
Update – The newsletter from the Cotswold’s Conservation Board April/May 2010  
Cotswold Grants – Information about countryside and environmental grants available within the Cotswold’s Area of Outstanding Natural Beauty  
The Cotswold Lion – Issue 22 Spring/Summer 2010  
Kompan Playgrounds – advertising flier  
SMP Playgrounds - advertising flier  
Pro-teq Surfacing (UK)Ltd – advertising flier  
SSP Water & Play – advertising flier  
Clerks & Councils Direct – Issue 68 March 2010  
Glasdon – advertising flier