

# Woodchester Parish Council

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## Minutes of the Meeting of Woodchester Parish Council held on 2<sup>nd</sup> June, 2016 in the Village Hall, North Woodchester at 7pm

Present: Cllrs. Hamilton, Lead, Warnes, McNealey, Baynham-Honri, Swait

In attendance: The clerk and three members of the public

**2016/64 To receive apologies for absence.**

Apologies were received from Cllr. Baldauf and District Councillor McAsey.

**2016/65 To receive declarations of interest in items on the agenda.**

There were no declarations of interest in items on the agenda.

**2016/66 To receive questions from members of the public and those attending in an official capacity.**

A member of the public asked if it was known when Gloucestershire Highways were due to cut the verge at Frogmarsh as visibility has become poor. The clerk will telephone Highways to ask about Frogmarsh and the verge south of Selsley Road and ask for a date when the cycle path will be cut.

**2016/67 To confirm the minutes of the Parish Council Meeting 12<sup>th</sup> May, 2016**

These were confirmed and signed as a true record by Cllr. Hamilton.

**2016/68 To receive the clerk's report.**

This was received.

**2016/69 To note the latest financial statements.**

These were noted. Cllr. Hamilton reminded councillors that a claim should be made for materials for Parish Council work.

**2016/70 To approve expenditure and approve cheques as per annex.**

These were approved and signed following the meeting.

**2016/71 To note planning applications, decisions and appeals from SDC as per annex.**

These were noted.

As a driveway from the A46 has not been constructed by the owners of The Convent by the time specified in the conditions of their planning application, a weekly list report will be written. Should no objection be made by the Parish Council, enforcement action will then commence.

**2016/72 To review the report from the internal auditor and amend or provide an explanation for any errors.**

This was reviewed and noted. The list of cheques to be presented at each meeting will now list the authorising power as suggested by the internal auditor. This has been the case for some time on the financial statements, but provides a more immediate reference for councillors if included in the list of cheques.

**2016/73 To discuss the Annual Return for 2015/16, approve and sign the annual governance statement (Section 1 of the Annual Return), approve and sign the accounting statements (Sections 2 of the Annual Return), approve and sign the financial statement for year end and agree submission of accounts for external audit.**

Initials.....

These documents were discussed and approved. Sections 1 and 2 of the Annual Return were signed by Cllr. Hamilton and councillors agreed submission of accounts for external audit.

**2016/74 To discuss and agree a course of action following concern voiced at the Annual Parish Meeting regarding visitors to Woodchester Mansion.**

Concern was raised at the Annual Parish Meeting that visitors to Woodchester Park and Mansion are using the Priory Church car park. The Mansion Trust are trying to improve signage from the B4066 and access has also been improved.

Unfortunately some satellite navigation systems direct visitors to the other end of the park and a change of postcode would be required to avoid this.

The clerk will draft a letter to the Priory Church and the Chairman of Woodchester Valley Village suggesting that if parking remains an issue, they consider putting up a polite notice asking that people don't park there. A copy will also be sent to the National Trust at the Ebworth Centre.

**2016/75 To agree responses to Stroud District Council's consultations on Community Infrastructure Levy (CIL) Draft Charging Schedule and the Draft Planning Obligations Supplementary Planning Document (SPD).**

Councillors welcomed the guidance and agreed it was important that SDC adhere to point 4.2 in the SPD, consulting with Parish Councils and having regard for a Parish Plan.

Councillors agreed with the types of contributions set out in Part 2 of the document. The proposal for early consultation was welcomed. There was no mention in the document of the 15%/25% contribution which will be made to Parish Councils and how that process will operate. The clerk will respond to SDC on behalf of the Parish Council.

**2016/76 To discuss and agree further action following the destruction of a bus shelter at Frogmarsh.**

Councillors were in agreement that a replacement structure should not be one which is easy to damage. Plastic-coated aluminium and anti-graffiti paint were suggested. A quote for the work has been sought and will be discussed at the Parish Council meeting on 7<sup>th</sup> July.

Councillors agreed that Ian Smith be asked to repair the bus shelter on the western side of the A46 having provided a quote of between £80-£120.

**2016/77 To discuss and agree topics for the Parish Council entry for the next edition of the Woodchester Word.**

The Events Committee will contribute one page for the next edition. Cllr. Warnes agreed to write an article on the replacement of stiles with kissing gates and Cllr. McNealy will write an article on access to Woodchester Park. It was agreed that a short section on vandalism be included following the incidents with bus shelters and a plant pot being broken at the Endowed School during their half term. Cllr. Lead will contribute an article on Buzz Club Ghana following the presentation at the Annual Parish Meeting.

**2016/78 To receive an update on footpaths and rights of way.**

There was nothing to add from the meeting earlier in the evening.

**2016/79 To receive an update from the Events Committee.**

A bring-and-share cream tea is organised for Sunday 12<sup>th</sup> June from 3-5pm on the Church Green to celebrate the Queen's 90<sup>th</sup> Birthday.

**2016/80 To receive comments from members of the public on items discussed at this meeting.**

Convent Lane has become increasingly busy with traffic for the Vineyard as well as The Convent. The clerk will draft a letter to the owners of the vineyard asking what their long-term plans are for the site and to ask that they manage their deliveries to respect people and residents on the lane. A copy will be sent to Cllr. McAsey.

Initials.....

The meeting closed at 7.50pm.

Chair.....

Date.....

Initials.....