

Woodchester Parish Council

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Minutes of the Meeting of Woodchester Parish Council held on 3rd November, 2016 in the Village Hall, North Woodchester at 7pm

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

In attendance: Nailsworth Town Councillor Steve Robinson, the clerk and three members of the public

2016/122 To receive apologies for absence.

An apology was received from Cllr. Baldauf. Apologies were also received from County Councillor Dorcas Binns and District Councillor Phil McAsey.

2016/123 To receive declarations of interest in items on the agenda.

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

2016/124 To receive questions from members of the public and those attending in an official capacity.

The question was raised as to whether the seat in the bus shelter on the western side of the A46 at Frogmarsh would be replaced. The question was answered under item 2016/133.

Frogmarsh Lane remains without a 30 mph sign as drivers exit the A46. Gloucestershire Highways were contacted several times in 2015 about the issue and the Parish Council had been told that funding for 2015/16 did not allow for the replacement of the sign. It was agreed the clerk would contact Gloucestershire Highways with the possibility that it may be done as part of the planned 'lengthsmen' works taking place or added to their planned schedule.

Cllr. Steve Robinson introduced himself as the Labour Candidate standing for County Councillor in the election due to be held in May 2017. He was welcomed by Cllr. Hamilton.

2016/125 To confirm the minutes of the Parish Council Meeting of 8th September, 2016.

It was resolved to accept the minutes as an accurate record and they were signed by Cllr. Hamilton.

2016/126 To receive the clerk's report.

This was received.

A response from Andrew Middlecote (Local Highways Manager) with regard to road safety initiatives will be forthcoming once he has spoken with the Highways Improvement Team for advice.

Although it was not possible for a representative of the Parish Council to attend meetings of the Stroud Road Safety Liaison Group with the aim of making improvements in safety in the village, there is a new initiative called the Road Safety Community Hub which gives residents the opportunity to report issues of road safety, particularly speeding and inconsiderate driving.

Highways improvements put forward by County Councillors will be undertaken over the coming week by 'lengthsmen'. Only one section of road had been put forward for Woodchester. The clerk will clarify with Cllr. Binns whether or not the Parish Council are

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able to produce a list of required work and how often work will be carried out by lengthsman.

Councillors agreed the layout and size of plaques for the Millennium trees. The clerk will confirm the information with CR Signs.

Cllr. McAsey had reported on-going issues with the development at Southbank. Stroud District Council (SDC) are still to decide on, 'the best form of construction, drainage and other services.' It's expected to be six to twelve months before construction can begin. Councillors expressed disappointment that this development involved knocking down two dwellings, displacing families and that very little progress appears to have been made.

The consultation between BT and SDC is now complete allowing the Parish Council to adopt the pay phone in Selsley Road. Councillors questioned their position should the book exchange prove unmanageable or unpopular and whether they would then be able to hand ownership of the box back to BT. This was not clear from the contract. The clerk will contact BT for clarification and other local Parish Councils if necessary. Councillors resolved to delay signing the contract until they were certain of their position.

The telephone box in South Woodchester is one of many due to be removed by BT unless they are adopted by local councils. Cllr. McNealey agreed to produce an article for the Woodchester Word asking whether residents have any ideas for the box.

SDC have informed Parish Councils that dog and litter bins will no longer be collected as part of the household collection. A separate collection will take place in Woodchester on Wednesdays.

2016/127 To note the latest financial statements and approve cheques as per annex.
These were noted.

2016/128 To note the approval of the external audit.
This was noted.

The auditors Grant Thornton drew councillor's attention to the asset register where values for fixed assets should be entered as the purchase cost. Where this is not known, the insurance value can be used and should not be adjusted for annual changes. Section 1 of the Annual Governance Statement should have been considered, approved and signed before the Accounting Statements. The clerk will ensure this is the case for 2016/17.

2016/129 To note planning applications, decisions and appeals from Stroud District Council.
These were noted.

2016/130 To discuss co-option of a new councillor and agree a course of action.

The casual vacancy arising from Cllr. Swait's retirement was publicly notified in accordance with the rules (LGA 1972, s.90) that an election should be held if within 14 days a poll was claimed by ten electors.

The closing date was October 14th and no such request for an election was received by that date. The Council are therefore seeking to appoint a parish councillor to the vacant post by co-option. The proposed appointees will be interviewed by the Parish Council personnel committee as to their experience and suitability for the post. Should more than one candidate come forward the personnel committee will make a recommendation to the Parish Council as to their suitability for the post. The council will vote, if necessary by successive counts which eliminate the least successful candidates, until the successful candidate receives an absolute majority of those present at the council meeting and voting.

Councillors resolved to take note of the advice received from NALC that, since only one post is vacant, job share would involve the appointment of more than one councillor.

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- A deadline of 10th November was agreed for applications.
- 2016/131 To discuss and agree membership of committees following the resignation of Cllr. Swait.**
Councillor Swait was a member of many of the Parish Council committees. Most of these meet only once or twice a year. The Planning Committee meets much more regularly and in order to ensure meetings are quorate it was resolved that until the co-option process is complete, all councillors make themselves available to attend Planning meetings. Cllr. Lead agreed to stand in as Snow Warden for South Woodchester.
- 2016/132 To discuss final arrangements for Remembrance Sunday.**
The clerk will check the timings for meeting at the War Memorial and the service in St. Mary's Church. Posters advertising the timings will be placed around the village in the next few days.
Ian Smith will clear the leaves from around the War Memorial prior to Sunday morning.
- 2016/133 To discuss a quote for a new bus shelter at Frogmarsh and agree further action.**
A quote for £2,550 + VAT had been received to construct a replacement bus shelter at Frogmarsh. Work could begin by the end of the month.
A second quote from a local builder had been requested but councillors resolved to accept this quote in order that the work be done as soon as possible. Councillors agreed that the work should include replacing the benches in both shelters with something comparable. Peter Brown had kindly offered to supply the timber free of charge. Cllr. Lead will confirm the quote with the builder and ask that he also replaces both benches.
- 2016/134 To discuss potential uses for land off Frogmarsh Lane and to agree a course of action.**
One of the owners of the land off Frogmarsh Lane has expressed a willingness to discuss an agreement being reached to allow the land to be used for the benefit of the village. The land lies outside the settlement boundary, but within the South Woodchester Conservation Area. Councillors agreed that there is potential for the land to benefit residents of North and South Woodchester. There is an on-going issue with parking both in the High Street and on Frogmarsh Lane and this land could potentially ease the situation with the provision of some off-street parking. For many years the Parish Council have sought to find a piece of land suitable for a play facility in the village. A section of this land could potentially be used for this purpose. It could also benefit some residents in the High Street with footpath access to the rear of their properties.
The owner had expressed an interest in applying for planning permission for a small number of houses in the southern section of the field and councillors agreed that this must be dealt with separately by the owner.
Councillors agreed they required more information from the owner about what she and her sister might be willing to accept in terms of an agreement. The clerk and Cllr. Lead will draft a letter to the owner outlining the ideas put forward by the Parish Council and asking her to clarify her position.
- 2016/135 To discuss and agree quotes for kissing gates for Villa Field and land off Convent Lane.**
Two quotes had been received from local companies to construct two kissing gates. Councillors resolved to accept the lowest quote and confirmed they wish the gates to be painted. A quote had also been received to install the gates. However the clerk had received a potential offer from Noel Banks of the Cotswold Volunteer Wardens to carry out this work free of charge. The clerk will contact Mr. Banks to go through the details of the work and ask him to confirm the Wardens remain willing to install both gates.
- 2016/136 To discuss quotes for mountain bike trails and agree a course of action.**

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Two quotes, including an adjusted quote from Back-on-Track have been received. The clerk met recently with a third company who have yet to provide a quote. Councillors agreed to give Trailcraft a strict deadline of a week to come up with this quote. A decision will then be made whether or not to accept one of the three quotes and if necessary then to approach Back-on-Track to provide phased construction where a small amount of work could be reserved to allow for further fundraising.

2016/137

To receive an update on footpaths and rights of way.

A representative from Highways had inspected Water Lane following concern being expressed at the poor surface and drainage issues. They marked several pot holes, but reported no other issues. The clerk will respond and repeat the concern regarding mud on the surface of the track due to drainage issues.

A new path has been installed from Rooksmoor Mills to the cycle path. A cycle gully is planned for the route. The clerk will enquire as to whether signage will be installed. The Cotswold Volunteer Wardens had been in contact with the owners of The Priory with a request to improve the surface of the path through the woodland between Church Lane and Water Lane. They plan to start work once details of the proposals are in place. A new bridge has been installed across the stream on the footpath between Church Road and Laggar Lane.

Other issues of obstructions had been reported to Gloucestershire Highways.

2016/138

To receive an update from the Events Committee.

Carols will take place through the village on the 21st December concluding with mince pies and mulled wine on the Church Green or in the church if wet.

2016/139

To discuss and agree content for submission for the next edition of the Woodchester Word.

It was agreed that the Parish Council page would include information on the Road Safety Community Hub and information regarding the land at Frogmarsh. There may be some positive news to report on the Bike Trails before the submission date.

Woodchester Valley Vineyard have agreed to submit an article for the Woodchester Word to explain plans for their business.

2016/140

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

Thanks were expressed to Councillors for agreeing a quote for the construction of the bus shelter and that work should begin shortly.

Following the resignation of Cllr. Swait there is currently no representative for the Village Hall on the Parish Council. Cllr. Hamilton agreed to be the Liaison Officer until a new councillor is appointed.

It appears that SDC have back-tracked slightly on their advice regarding the disposal of nappies. This could be significant for child minders in the village as providing they can demonstrate full use of the recycling service, they may be given additional capacity for disposal of nappy waste.

Cllr. Robinson offered to contact Cllr. Mattie Ross, Chair of the Housing Committee at SDC to receive further clarification on the situation regarding the development at Southbank.

Cllr. Robinson will also forward details of the local representative for Amey since Adrian Boyes has left the post.

Cllr. Robinson reported that the Community Infrastructure Levy (CIL) Charging Schedule is due to be agreed and adopted by SDC in the spring of 2017.

The meeting closed at 8.45pm.

Chair..... Date.....

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