

Woodchester Parish Council

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Minutes of the Meeting of Woodchester Parish Council held on 1st June, 2017 in the Village Hall, North Woodchester at 7pm

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

In attendance: The clerk, County Councillor Steve Robinson, District Councillor Phil McAsey and two members of the public

2017/70 To receive apologies for absence.

There were no apologies for absence.

2017/71 To receive declarations of interest in items on the agenda.

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

2017/72 To receive questions from members of the public and those attending in an official capacity.

Signs at Frogmarsh have been turned away from traffic. This was mentioned at the Annual Parish Meeting. The clerk apologised for not having followed it up, but will do so. Cllr. Steve Robinson introduced himself as the new County Councillor and was welcomed to the meeting. Councillors were asked to give thought to small road improvements required in the village as each County Councillor has a budget of £30,000 for their area. £5,000 is also available for activities involving young people and Cllr. Robinson asked that Councillors consider whether a bid be made for the village.

Cllr. Robinson was asked to follow up the resurfacing of Park Lane with Gloucestershire Highways and enquire as to why it was considered a priority when it leads to so few properties.

Cllr. Robinson will stand on the Infrastructure Planning, Traffic Regulation Order and Crime and Police Committees.

Cllr. Robinson was made aware of the continuing safety concerns of residents both from traffic within the village and on the A46.

2017/73 To confirm the minutes of the Parish Council Meeting 11th May, 2017

These were confirmed and signed (with amendment) as a true record. The Rededication Service for the Wayside Cross should have been recorded as the 10th June and not the 10th July as stated.

2017/74 To receive the clerk's report.

This was received.

Nigel Brooke-Smith gave an update on the defibrillator installed in the telephone box in Selsley Road which is now fully operational and registered with the Ambulance Service. A two hour public awareness session will be provided free of charge by Community Heartbeat. In order to raise awareness it was suggested the date for the training session and some brief information on the defibrillator be included on the website and Facebook page, in the Apex church leaflet and in the Village Shop and pubs. Nigel Brooke-Smith agreed to arrange a date for the training session.

Cllr. Robinson left the meeting.

Initials.....

Councillors were asked that they might consider setting up a village emergency telephone system which is free for the first year and would allow up to ten people to be contacted with a single call. Councillors agreed to discuss this at a future meeting.

2017/75 To note the latest financial statements.

These were noted.

2017/76 To approve expenditure and approve cheques as per annex.

Expenditure was approved and cheques signed at the close of the meeting.

2017/77 To note planning applications, decisions and appeals from SDC as per annex.

These were noted. The application for Rooksmoor Mills will now not be considered by the Development Control Committee until August at the earliest.

2017/78 To review the report from the internal auditor and amend or provide an explanation for any issues that arose.

The internal auditor found adequate systems of internal control. A suggestion was made that several cheques should now be written-off.

2017/79 To receive feedback from the Finance Committee following their review of the effectiveness of the system of internal control.

Cllr. Baynham-Honri gave feedback on ways in which the Finance Committee aim to improve the system of internal control with written evidence. Checks will be carried out by Cllr. Baynham-Honri as he is currently not a cheque signatory.

Reserves are considered high if above three times the precept. The Parish Council currently have reserves of approximately two times the precept and therefore are within that guideline.

2017/80 To review the Financial Regulations with feedback from the Finance Committee.

Councillors resolved to make no changes to the Financial Regulations.

2017/81 To approve and sign the annual governance statement (Section 1 of the Annual Return).

This was approved and signed by Cllr. Hamilton.

2017/82 To 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.

This was approved and signed by Cllr. Hamilton.

2017/83 To review the Risk Management Matrix.

This was reviewed. Councillors resolved to make no changes.

2017/84 To discuss the issue of traffic speed and volume in the village, raised as an issue in the Annual Parish Meeting and to agree a course of action.

Speed on the A46 and on lanes within the village, particularly Selsley Road affects many residents and has been raised as an issue for many years. Two years ago the '20 is plenty' scheme was introduced which is no longer as effective as it was.

Particular issues and potential solutions were discussed. It was resolved the clerk will identify current guidelines from Gloucestershire Highways on applying for road safety schemes and costs involved in doing so. The P.C.S.O. will be contacted to borrow speed guns for use on Selsley Road.

2017/85 To discuss and agree content for the next edition of the Woodchester Word.

A meeting had been held with the editor to discuss the future of the Word in terms of finance, size and content. The current level of advertising will not cover the cost of publication. It was agreed the next issue will be smaller and future issues may be online with copies printed for the Village Shop, pubs and those who wish to have a copy delivered rather than distributed throughout the village. It was also agreed that material included be specific to Woodchester.

Councillors agreed the contribution from the Parish Council for the next edition would include a reply from Cllr. Warnes to the letter on the front page of the last edition. Cllr. McNealey agreed to write an article on the Bike Trails.

2017/86 To receive an update on footpaths and rights of way.

A kissing gate has now been installed in the corner of Villa Field.

2017/87 To receive an update from the Events Committee.

The Rededication of the Wayside Cross will take place on the 10th June. Open Gardens will take place on the 17th June.

The Events Committee plan to seek clarification on any requirement for a constitution to be drawn up and a means for reporting on their financial situation.

2017/88 To receive comments from members of the public on items discussed at this meeting.

The opinion was expressed that it would be a shame to lose the printed copy of the Woodchester Word. The village has many elderly people who may find it difficult to pick up a copy from the Village Shop, particularly if they live in South Woodchester. It would be of great benefit to them to be able to request a copy be delivered.

The meeting closed at 8.23pm.

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

Initials.....