

## MINSTERWORTH PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday, 13 October 2014, in Minsterworth Village Hall.

### **PRESENT:**

Councillors - R Blowey  
R Crisp  
S King  
T Pearson  
C Thomas  
Mrs F Wallbank – Clerk  
County Councillor P Awford  
District Councillor Davies  
Parishioners: 6 (some partial attendance)

It was agreed that Councillor Blowey would Chair the meeting.

**1 APOLOGIES:** Councillors Few and Garbutt. Councillor Blowey wished the Chairman a speedy recovery.

**2 DECLARATION OF ACCEPTANCE FOR NEW COUNCILLOR:** Mr Tony Pearson signed his declaration of acceptance and handed the Clerk his completed Register of Members Interest. Councillor Blower welcomed Councillor Pearson.

**3 MINUTES OF THE MEETINGS** held on Monday, 8 September were agreed and signed.

**4 DECLARATION OF INTEREST: None**

### **5PRESENTATION BY ERIN DAVIES (TBC) AND ROOFTOPS REGARDING PROPOSED AFFORDABLE HOUSING DEVELOPMENT:**

The Chairman welcomed Erin Davies from TBC and Tim Wade from Rooftops. Erin circulated some briefing notes on affordable housing which were requested at the public consultation event held on Saturday, 6 September. Also circulated were comments raised at the meeting and TBC's responses to those comments. The event was well attended by 44 parishioners with some great feedback. Erin said that she would not go through all the comments raised.

Tim Wade said it was important to get the look and feel right with the development and to continue liaising with the Village Hall Committee to overcome concerns they or parishioners may have with parking and the overflow carpark. The proposed development would have plenty of parking and when properties were allocated it would made clear how many spaces each property had.

The next stage is to complete the assessments of the site surveys, eg tree surveys, finalising trial holes etc so when these are signed off and collated and if necessary make any design changes a pre-application meeting can take place before the final application is submitted which will go to TBC Planning Committee. If and when permission is granted Rooftops will then to to tender to appoint a contractor to build the development. If this all goes according to plan the contractors are likely to be on site in 9 months.

Councillor Blowey said that he would like to make a provisional date for a further meeting with those involved in the working group- it was agreed that this would be sometime in January 2015.

Councillor Blowey thanked Erin Davies and Tim Wade for attending the meeting.

### **6 COUNTY COUNCILLORS REPORT:**

- GCC are actually challenged to make £17M savings rather than £5M as reported in last month's minutes.
- Has been rather involved in the problems associated with the roadworks on the B4215.

- Met with the MP last Friday to discuss the impact that the proposed works by the EA will impact on this side of the river
- TBC are currently considering an application from a developer for 90 houses at Highnam. This will have an impact on the flooding situation for Minsterworth and exacerbate the traffic problems. It was agreed that the Parish Council should make a comment relating to this application and send it to Oliver Rider at TBC.

## 7 BOROUGH COUNCILLORS REPORT:

- The JCS that has been worked on for the last 6 years is now ready with one small exception relating to transport which needs to be tied up with the County Council. It is a sound document.

## 8 PUBLIC COMMENT (MAX 10 MINUTES): None

## 9 PLANNING

### 9.1 Applications: None

### 9.2 Decisions: None

### 9.3 Appeals/Appeal Decisions/Site Inspections: None

**9.4 Enforcement: Land at Bury Lane: Alleged unauthorized French Doors** – Letter received from TBC informing the PC that they have received an enquiry concerning a planning enforcement matter relating to alleged unauthorized French doors at the property.

## 10 FINANCIAL MATTERS

### 10.1 Accounts for payment and receipts:

Mrs F J Wallbank –

Salary 1-31 October 2014	337.96		Cheque cancelled
Less Tax for October	33.20	<del>304.76</del>	Cheque No: 101247

Inland Revenue		33.20	Cheque No: 101248
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Brandon Hire plc – Hire of toilet in 9-15 September	50.00		Cheque cancelled
	<u>VAT 10.00</u>	<del>60.00</del>	Cheque No: 101249

The Royal British Legion – cost of poppy Wreath		17.00	Cheque No: 101250
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Mrs F J Wallbank: Expenses for the period April – October 2014:

Travelling

Photocopying – extra meetings &

Deliver books to auditor	44.10		
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Telephone/Broadband	14.00		
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Postage, paper, etc	7.66		
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Use of room for Jan-June 2014	37.50		
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Amazon-refund in

Respect of cost of black cartridges for

Epson printer	16.70		
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	<u>VAT 3.34</u>	135.70	Cheque No: 101251
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Severn Signs: 12 diabond panels as per

Quotation	254.40		
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	<u>VAT 50.88</u>	305.28	Cheque No: 101252
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<b>Total:</b>		<del>£855.94</del>	
		<b>£491.18</b>	

**Receipts:**

DAC Beachcroft Claims Ltd: Excess paid by Parish  
Council reclaimed from third party 260.72

**Total: £260.72**

**10.2 Financial Statement** for the month ended October 2014 was circulated – contents noted.

**10.3 The Villager – “Future”:** Councillor Pearson said he had spoken with Steve Taylor, Vicar who in turn said he would discuss further with Yvonne Jones the Editor of the Church Magazine. Waiting to hear back from the Vicar.

**10.4 Clerk’s PC:** The Clerk had circulated a note with the agenda about her PC which she had to replace. She had to purchase new software to enable her to do her job and proposed that the cost of £189 plus VAT be split between the three Parish Councils with each paying £63. Westbury-on-Severn Parish Council had agreed to pay the whole cost so that the VAT could be claimed back. The Councillors agreed to pay £63.

**11 MATTERS ARISING:****11.1 Highway Matters:**

The Chairman, Phil Awford and Richard Waters met on Tuesday, 16 September and Richard Waters reported as follows:

1. Encroaching vegetation over footway along A48 on eastern side between Oakle Street junction and Stoneyard Cottage. A Amey Gloucestershire to investigate this with a view to getting the vegetation trimmed back.
2. Potholes on Church Lane, particularly by the Church. Assigned to a Safety Inspector for a detailed inspection. The Safety Inspector will be able to action the repair of any potholes deemed necessary.
3. Check on extent of highway boundary of Church lane opposite Calcott House and Jasmine Cottage where it borders the village green. Asked Highway Records Team to research this.
4. Looked at the condition of two lanes at the end of Watery Lane (Corn Ham and Pound Lane to Ham Green Cottage). Whilst both lanes would benefit from resurfacing it was agreed that the one to Ham Green Cottage was the higher priority. No budget available for resurfacing these two roads at the moment but will keep these in mind for future programmes.
5. A48 pedestrian safety crossing the road by the Apple Tree. This issue has recently been raised by a local resident and has met with Amey’s Area Highways Representative, Wayne Howell, to consider the options for improvement. It is not sensible to pursue the introduction of a formal pedestrian crossing at this location as it would be at odds with design advice and could actually undermine safety. There is insufficient width of carriageway available to consider a central refuge as used in other locations in Minsterworth. Decided to try to maximise visibility of pedestrians and for pedestrians by clearing back the vegetation on both bends either side of the Apple Tree, particularly on the Gloucester side. Wayne is arranging for this to be undertaken with financial assistance from Councillor Phil Awford.
6. A48 blocked drains. There is a section of ‘Beany’ kerbing (kerbs with drainage holes in their front face) which require cleaning out. Asked Amey to investigate this with a view to getting the drains cleared.

**Grass Cuttings:** Some areas have been cut but the footways still required attention. County Councillor Awford said he would contact Richard Waters

**Over Roundabout:** The Clerk has emailed Amanda Lawson requesting a contact name in the Highways Agency but had not received a reply. Clerk to chase.

**Rat Run signs:** These had been collected from Severn Signs and the Clerk showed them to those present. Councillor Crisp took them and would liaise with the Chairman about erecting them. The Clerk thanked TBC and County Councillor Awford for their grants to cover the costs involved in producing the signs.

**Parking at Wild Goose Lane:** A complaint had been received that 4 cars are parking in the layby the the occupants are cycling into Gloucester from the layby. It was agreed that County Councillor would clarify the legality on parking in the layby.

**11.2 Affordable Housing Scheme:** This had been covered earlier. Councillor Blowey encouraged Councillors to go and look at the Affordable Housing Scheme at Tibberton.

**11.3 Village Greens:** Councillor Thomas gave a report of the meeting held on Wednesday 1 October 2014. Present from MPC Richard Few, Cathy Thomas and Nigel Garbutt, Minsterworth Village Hall: Richard Cockroft (Chair), Julian Oxley (Tres), TBC: Councillor Derek Davies, Vikki Fennell (Solicitor) Glos Constabulary: Inspector Rachel Lynch-Warden, Chief Inspector Mark Ravenscroft PCC: Rita Garbutt (Churchwarden) RSPB: Hannah Morton. It was a very useful meeting indeed. Notes are available if anyone wants a copy. Discussed were the various options for protecting Calcotts Green which were:

1: Do nothing 2: Dig a ditch 3: Put in a earth mound 4: Erect posts

Chief Inspector Ravenscroft felt that ditches do not degrade but pointed out that the Parish Council needs to be confident and understand the legislation. If the last time this occurred was about 20 years ago then perhaps the best option would be to do nothing and then go through the County Courts to get the travellers evicted. Bailiffs can do a swift and efficient job of evicting the travellers but if the police in attendance that day felt that the bailiffs were being abusive or intimidating then the Police can ask the Bailiffs to leave leaving the travellers on the land and the landowner still have to pay the Bailiffs. It was agreed that the Clerk would obtain the details from TBC how they evicted the travellers off their land at Highnam.

**11.4 Revision of Standing Orders:** The Clerk reported that there had been an amendment to Nalc's 2013 Model Standing Orders - *photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is not permitted with the Council's consent*. This has been amended by the Openness of Local Government Bodies Regulations 2014. The Clerk read out the new proposed standing order and the Councillors were happy with this. Clerk to amend the Standing Orders accordingly.

## **12 CORRESPONDENCE:**

**12.1 TBC – Review of polling stations:** Noted

**12.2 TBC – Town and Parish Seminar 11 November 2014:** Councillor Blowey and Clerk to attend.

### **Any Other Correspondence:**

**Dog Fouling Complaints:** TBC are working with Parish Councils to collate information on where dog fouling is being reported and will contact Parish Councils on a quarterly basis. If someone fails to pick up after their dog they can be fined up to £1000 and the offender can also be given a £50 fixed penalty notice. Clerk to promote this in The Villager and Church Magazine.

**Service Village Forum:** Meeting on Thursday, 16 October 7pm at TBC offices. Councillor Blowey said he would attend.

## **13 MATTERS RAISED FOR NOTIFICATION:**

**Village Harvest Supper: Saturday, 18 October 7pm** Tickets still available

**12 DATE FOR NEXT MEETING:** Monday 10 November 2014 at 7.30pm

The meeting closed 9.10pm.