

Woodchester



Parish Council

Woodchester Parish Council

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Parish Council Meeting - Minutes

Recorded by: Mandy Rossiter - Clerk

Date: 5th January 2023

Meeting Commenced: 19:30

Meeting ended: 21:30

Present:

Parish Councillors:	Peter Lead (Chairman) Katharine McNealey Iain Dunbar Paul Baynham-Honri
District Councillors:	
County Councillor:	Steve Robinson
Clerk:	Mandy Rossiter
Other:	Six Members of Public (MoP) Two members of Gloucestershire Constabulary

The meeting was preceded with an informal discussion with the local police. Members of public were given the opportunity to raise concerns about safety in and around the village and the police spoke about the support provided. Within the conversation several safety measures and communication channels were discussed. These will be shared in the next edition of Woodchester Word, the Parish Council Facebook Page and the Parish Council Website.

Items

- | | |
|---------------|---|
| 2023/1 | To receive and accept any apologies for absence
Apologies were received and accepted from Councillors Caroline Noon, Liz Pritchard and Ashley Smith |
| 2023/2 | To invite and receive any declarations of pecuniary interest in items on the agenda
None |
| 2023/3 | To offer an open forum to members of the public for discussions and questions |

Initials.....

(This session is for information only and no decisions can be made on matters raised in this meeting unless the issue is already on the agenda. The session is restricted to a maximum of 30 minutes)
MoP asked if it was correct that permissive rights of way need to be closed once per year to keep them permissive and stop them from becoming public. Chair will investigate legal position and contact PROW officer, Frank Dorrington-Ward for guidance

MoP asked for the pavement adjacent to the hedge, below the telephone box on Selsley Road be swept.

Clerk to ask contractor to do this along with the pavement from Church Lane to opposite the Post Office and also the area of pavement on the corner of Beech Grove and Selsley Road.

MoP requested that agendas are posted on Frogmarsh Lane Noticeboard.
Clerk apologised for missing this one on her rounds.

Junction of Rooksmoor Hill and the A46 needs sweeping by the mechanical road sweeper. Gravel has been washed down the hill in large quantities and it is a skid risk.

Cllr Dunbar advised of the update from Highways actions. Advised that he will do a site visit in a couple of week's time after a period of observation.

Clerk to raise a job via "report it" with GCC re the drain blockage and cc. Michael Teowson. Cllr Dunbar will raise with Paul Helbrow and Cllr Ashley Smith

MoP asked if for regular comms on play area updates for people that can't make the meetings. It was noted that an update is put in each edition of the Woodchester Word.

Chair spoke about the need to involve parents of young children in the village and spoke about the potential of having a working group of parents who want to be involved but don't have the time to commit to being a councillor.

Cllr Dunbar said that 18 months ago (approx.) there was a discussion over the way that the residents wanted to be contacted and that as an outcome the Woodchester Word is now funded by the PC. Anytime anyone wants to raise something with the council they can contact the clerk or any of the Councillors. Contact numbers are on all village notice boards. Also, there is a Parish Council Facebook page, Cllrs attend most village events and there is an Annual Parish Meeting.

It is hoped that at Easter there will be an event to celebrate the opening of the new playground and the playing field. PC hope to recruit people to get involved in the management of the play area

2023/4 To approve and sign the minutes of the Parish Council Meeting of 3rd November 2022
Council agreed the minutes. A copy will be signed by chair at the next meeting

2023/5 To review actions from the Parish Council Meeting of 3rd November 2022
Clerk updated as per her report. Additional comments:
GRIT bin problems to be reported to clerk by each councillor periodically through the year. Cllr Lead will investigate GRIT bin options and costs.

Clerk to check progress on ownership at Bridge Crossing following email from Cllr Pritchard

Cllr Lead reported that Minchinhampton Rangers have paid for the grass cutting on the playing field

Cllr McNealey and the Archivist from Woodchester Mansion have looked at some of the documents kept in the village archives. PC has been advised to talk to County archivists. It isn't believed that

Initials.....

there is anything of obvious financial value but many items are of interest to Woodchester residents. Cllr McNealey will look into options on having items scanned and stored electronically Clerk to send Cllr Lead the banking information so that online banking can be unlocked MoP has contacted clerk re Fibre broad band installation. Clerk to see if Cllr Robinson knows when Fibre is likely to be installed up Selsley Rd.

2023/6

To receive County and District Councillor reports

Chair thanked Cllr Robinson for his report (a copy will be available on PC website)

2023/7

To receive the Clerk's report

Chair thanked Clerk for her report (a copy will be available on PC website)

2023/8

To consider and comment on the following planning applications/enforcements, decisions and appeals:

- a) S.22/2522/LBC | Erection of single storey extension | The Round House Frogmarsh Lane South Woodchester Stroud Gloucestershire GL5 5ES**

Council resolved to make a comment of "no objections"

- b) S.22/2521/HHOLD | Erection of single storey extension | The Round House Frogmarsh Lane South Woodchester Stroud Gloucestershire GL5 5ES**

Council resolved to make a comment of "no objections"

- c) S.22/2365/106R | Request to remove the off site recreation obligation from permission S.15/2667/FUL | Hillside Manor Drive Woodchester Stroud Gloucestershire GL5 5NU**

Council discussed the request and resolved to comment that they are in agreement with the applicant

2023/9

To note decisions on the following planning applications/enforcements, decisions and appeals:

- a) APP/C1625/D/22/3301612 1 Southfield Cottages, Bath Road, Woodchester, Stroud GL5 5NT – Appeal Allowed**

- b) S.22/2081/LBC | Repositioning of 3 number windows that had been granted under S.21/1558/LBC and S.21/2594/LBC. | Rooksmoor House (Lee) Rooksmoor Hill Woodchester Stroud Gloucestershire GL5 5NB – Application Approved**

- c) S.22/2166/MINAM | Non-Material Amendment to Planning Permission ref: S.21/2593/HHOLD. Amendment to consist of changes to fenestration | Rooksmoor House (Lee) Rooksmoor Hill Woodchester Stroud Gloucestershire GL5 5NB – Application Approved**

- d) S.22/2130/FUL | Proposed detached dwelling house (Resubmission of Planning Application ref:S.21/0900/FUL) | Ram Inn High Street South Woodchester Stroud Gloucestershire GL5 5EL – Application Withdrawn**

- e) APP/C1625/D/22/3304262 Inschdene, Atcombe Road, South Woodchester, Gloucestershire GL5 5EW – Appeal Allowed**

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f) S.22/1676/HHOLD | Demolition of conservatory, erection of one and two storey extensions, detached garage and widening of existing private drive | Long Reach Tower House Drive Woodchester Stroud Gloucestershire GL5 5NZ – Permitted

Items a-f were all duly noted

- 2023/10 To receive an update on the playing field and agree any further actions**
Cllr Lead commented that the playing field has been used and maintained by local sports clubs
- 2023/11 To receive an update on the play area and agree any further actions**
Cllr Dunbar provided a report (a copy will be available on the PC website). Further funding requests have been made through the District Council and other organisations.
A discussion took place over suggestions for the opening event, amongst which were a football match and a pop up café. It was suggested that the school could be involved in recruiting volunteers to organise the event. Chair will look into dates for event.
- 2023/12 To receive written update from Cllr Dunbar on road safety matters and agree further actions**
Cllr Dunbar talked through the report and the work carried out with Highways, a copy of the report will be uploaded to the website
- 2023/13 To discuss and agree proposals and comments to be submitted on the Community Governance review**
Council agreed that they would like to reduce to 5 councillors as this is representative of the community size. Clerk to prepare a response to the review for agreement via email
- 2023/14 To discuss the handrail on steps on the footpath up from the Woodchester Valley Village and agree any actions**
Council agreed that they would fund up to £100 towards the costs of timber (receipts to be provided)
- 2023/15 To discuss upcoming events and agree actions**
Cllr Noon to come up with ideas and lead a working group
- 2023/16 To discuss management and costs of existing contract(s) and agree further actions for:**
a) Maintenance
Council to review the maintenance needs within the village and prepare job specs for contractor(s)
b) Printing
Council agreed to continue with current arrangement to print the Woodchester Word
- 2023/17 To approve expenditure and sign cheques as per annex**
The following were agreed and cheques were signed accordingly:

Date	Payee	Cheque Number	Amount	Authorising Power
5/1/23	T Curtis – Q3 Contractual Maintenance Fee	1026	£605	Highways Act 1980 s.96

5/1/23	A Rossiter – Clerk Salary	1027	£1090.35	LGA 1972 s.112(2)
5/1/23	PATA Payroll	1028	£67.05	LGA 1972 s.112(2)
5/1/23	HMRC	1029	£272.60	LGA 1972 s.112(2)
5/1/23	Cllr Lead Expenses – CentreWire (Playing field expenditure)	1030	£513.60	PHA 1875 s164 OSA 1906 ss9,10
5/1/23	Reimbursement to R Harris for Woodchester Word expenses	1031	£25	LGA 1972 s.137
5/1/23	D Baldwin Plant Hire -	1032	£360	PHA 1875 s164 OSA 1906 ss9,10
5/1/23	Caroline Hill – Playing Field Rent Dec 2022-Dec 2023	1033	£50	PHA 1875 s164 OSA 1906 ss9,10

These payments were made prior to the meeting in agreement with the Clerk and council to avoid late payment fees as per 5.5 of the Financial Regulations:

Date	Payee	Cheque Number	Amount	Authorising Power
8/12/22	Sewell Mullings Ltd (Solicitor Fees) Playing Field Expenditure	1024	£600	PHA 1875 s164 OSA 1906 ss9,10
8/12/22	Discovery Timber Play Area Expenditure	1023	£9000	PHA 1875 s164 OSA 1906 ss9,10
8/12/22	CR Signs Play Area Expenditure	1025	£42	PHA 1875 s164 OSA 1906 ss9,10

2023/18 To note the latest financial statements

Item deferred to next meeting due to missing bank statements

2023/19 To review and agree 2023/24 budget

The draft budget was reviewed and agreed. A copy will be made available on the PC website

2023/20 To review and agree 2023/24 precept request

The council considered the budget, new facilities and the increase in properties within the parish. The council agreed a precept request of £15,800.

2023/21 To receive verbal reports from councillors

Cllr McNealey reported that Peter Brown had cleared Selsley Road on December 11 th when there had been heavy snowfall, but had not yet been reimbursed by Gloucestershire Highways for his work.

Initials.....

Cllr McNealey and the Clerk will follow this up and clarify procedures. The council thanked Mr Brown for his work.

2023/22

To note date of next meeting: Thursday 2nd March 2023 at Woodchester Village Hall

Noted. The next meeting will commence at a later time of 7:30pm

Initials.....