

Woodchester



Parish Council

Woodchester Parish Council

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Parish Council Meeting - Minutes

Recorded by: Mandy Rossiter - Clerk

Date: 2nd November 2023

Meeting Commenced: 19:30

Meeting ended: 20:50

Present:

Parish Councillors:	Peter Lead (Chair) Katharine McNealey (Vice-Chair) Paul Baynham-Honri Caroline Noon Plus Richard Evans Nathan Deschennes Graham Denny
District Councillors:	
County Councillor:	Steve Robinson
Clerk:	Mandy Rossiter
Other:	Three members of public

Items

2023/99	To receive and accept any apologies for absence Apologies accepted from Cllr Baynham-Honri and Cllr Smith
2023/100	To invite and receive any declarations of pecuniary interest in items on the agenda There were none
2023/101	To offer an open forum to members of the public for discussions and questions Member of public spoke about the road closure for the Ash dieback work along the A46. Cllr Robinson confirmed that the date of works has been postponed to avoid impact to local business at a critical time of year for trading. New date to be advised.

Initials.....

Member of public asked about the yellow lines at St Mary's Hill. Cllr Robinson advised that a second consultation is taking place. One of the financiers has reneged on their donation which has meant that County Councillor needs to find the funding within local budget. Consultations were supposed to be going through in December, now looking likely to be February. Member of public advised that National Trust only have the budget for their donation within the 2023-24 financial year. Clerk will write to National Trust and ask for their donation of £1000 to be paid before the end of the financial year.

2023/102	To approve and sign the minutes of the Parish Council Meeting of 7th September 2023 The minutes were approved by the council and signed by chair
2023/103	To approve and sign the minutes of the Parish Council Meeting of 3rd October 2023 The minutes were approved by the council and signed by chair
2023/104	To receive applications for Co-Option and agree appointment(s) by vote Applications from Graham Denny, Nathan Potter and Richard Evans were received and considered. The councillors all voted in agreement to co-opt each of them.
2023/105	To receive signed declarations from new council members Declarations of office and declaration of eligibility were signed in presence of the clerk The chairman welcomed the new councillors and invited them to join the meeting.
2023/106	To receive County and District Councillor reports Cllr Robinson summarised his report which will be made available on the PC website. Cllr Robinson added to his report that he is meeting with highways to discuss blocked drains at Station Road and around the village. Cllr asked about the refugee section of the County Councillor report. Cllr Robinson explained that the motion was county wide. Cllr Robinson will forward details to the clerk to put online with his report. Cllr Robinson advised that Cllr Smith has been meeting with appropriate police departments and GCC sections relating to anti-social behaviours within the village. Chair asked about the Rooksmoor crossing update, but Cllr Robinson was unable to answer on behalf of Cllr Smith Cllr Evans spoke about Rooksmoor right of way and Cllr Lead confirmed as per previous discussions that the path has permissive rights of way and not public.
2023/107	To receive the Clerk's report on actions and correspondence following previous Parish Council Meetings and agree any further actions (appendix 1) Chairman has asked that we move the dog poo bin on Convent Lane. Clerk to ask maintenance contractor to do this, and to let SDC know when the position has changed.
2023/108 appeals:	To consider and comment on the following planning applications/enforcements, decisions and appeals: S.23/1951/LBC Installation of two replacement first floor windows. North Cottage High Street South Woodchester Stroud Gloucestershire GL5 5EL PC considered the application and agreed to make no comment
2023/109	To discuss seat in memory of Barbara Warnes and agree further actions

PC agreed that the church may get a plaque and place on the PC bench outside of the church. Cllr McNealey to advise PCC.

2023/110	<p>To discuss village events and agree next steps</p> <p>Carols through the village - Clerk to ask maintenance contractor to clear footpath connecting North and South Woodchester. PC agreed to pay costs up to £200 for the brass band</p> <p>Lunch with friends - PC agreed grant application for £500</p> <p>Open Gardens – Cllr McNealey will write an engagement piece for Woodchester Word</p> <p>Produce Show – Cllr McNealey will review potential for the show following Open Gardens event</p> <p>Remembrance Day – Cllr McNealey will lay the wreaths on behalf of the PC and will try to find an ex comrade to lay another at the war memorial. Clerk to ask maintenance contractor to clean the moss etc. off the war memorial as well as leaf clearing for remembrance day</p>
2023/111	<p>To review and agree Asset List</p> <p>Agreed subject to the clarification of requirement of leased land being added. (Playing field, Play Area and the Bike Track)</p>
2023/112	<p>To discuss management of assets and agree any actions</p> <p>Playing Field – Cllr Lead confirmed that the new land owners have agreed the lease for another 12 months on existing terms. The Football club will be responsible for the payment of two grass cuts per year</p> <p>Maintenance contract – Updated and issued to contractor for pricing</p> <p>Play Area - Clerk to write to headteacher at school and see if they'd like to do a quarterly project to maintain the plants within the play area. PC agreed to recruit a contractor to empty bins and carry out a weekly visual inspection</p> <p>Other - Cllr Noon liaising with local resident re replacing railings at _____ with planters. Clerk to speak to Highways about filling Grit bins</p>
2023/113	<p>To review and agree bank reconciliation (appendix 2)</p> <p>Done</p>
2023/114	<p>To review draft 2024-25 budget (appendix 3)</p> <p>Clerk to review bin emptying contract and forward to PC for review and approval in January. Costs to be amended in budget accordingly.</p>

2023/115 To approve expenditure and sign cheques as per payment schedule (appendix 4)

The following payments totalling £2,707.73 were approved and paid

I Dig Local	Website Costs	LGA 1972, section 142
The Undercroft	Room Hire	LGA 1972, section 134
GeoXphere Ltd	Parish Online	LGA 1972, section 142
Norton Software	3 year protection	LGA 1972, section 142
HMRC	PAYE	LGA 1972 s 112(2)
A Rossiter	October Salary	LGA 1972 s 112(2)
Leopard Press	Woodchester Word Printing	LGA 1972 s.142 (1A)
A Rossiter	November Salary	LGA 1972 s 112(2)
Woodchester Village Hall	Room Hire Jul-Nov	LGA 1972, section 134
SLCC	Membership	LGA 1972 s.143
A Rossiter – Reimbursement for 3 wreaths	Royal British Legion Wreaths	LGA 1972 s.137

2023/116 To receive external audit report

Interim report received, await full report

2023/117 To receive verbal reports from councillors

Cllr McNealey attended online GAPTC session re litter

Cllrs discussed the irregular contents of bins on station road and Southend. Monitoring may be necessary.

Cllr Evans will contact ex-councillor Dunbar to be inducted on PC road safety matters and projects

Piling works have been started at The Ram – Clerk to contact enforcement officer to notify.

2023/118 To confirm date of next Parish Council Meeting

11th January 2024

Signed

Mandy Rossiter

Initials.....