

**Minutes of the Woolaston Parish Council Planning & Development Control Committee.**  
**Held on Thursday 9<sup>th</sup> November 2017 8.00pm at the Woolaston Memorial Hall**

**1 Apologies for Absence:**

Andy Lord and David Storrar

**2 Declarations of interest:**

None

**3 To receive representations from the previous meeting: None**

**4 To approve minutes for the meeting of 12<sup>th</sup> October 2017**

Proposed DH seconded MF

**5 To consider the following applications submitted by the Local Planning Authority: amended from original actually considering the following: P1651/17/FUL – Kylemore House, two storey extension – support no objections**

**6 Correspondence**

P1706/17/FUL (publicised on the website from Monday) – Equestrian field shelter – the official stance was one of no comment which was unanimous

**7 Any other business**

None.

**8 Closure and date for next meeting: Thursday 14<sup>th</sup> December 2017.**

# **Minutes of the Woolaston Parish Council Meeting** **Held on Thursday 9<sup>th</sup> November 2017 at 8.00pm** **at the Woolaston Memorial Hall**

**Present:** Councillors; Mick Fairless, Mary Greenslade, David Harris, Roger Southee and Steve Reece

1. Apologies for absence – Andy Lord and David Storrar
2. To receive declarations of interest: none
3. Public Open Forum – Ashley Rees clerk elect, Mrs Angela Fairless and Kevin Dickins. to explain acquisition and placement of a defibrillator. Helping the community to support themselves and the ambulance service. The project (in association with Tess Tremlett at FODDC) links the rural community with the ambulance service particularly when accessing remote areas. Location – only requires a trickle of electricity in the winter to maintain the temperature of the pads and to keep the led lights. Cost coming to approximately £6 per year. so that they are user ready. A flyer was circulated (annex A). Defibrillator is guaranteed for 7 years and has a life time of 14. If the battery goes flat within 5 years it will be replaced. The defibrillator was then opened and an example of the audio step by step instructions. It is also insured fro theft for 5 years, replacement pads and batteries for 8 years. Once it is installed advertise it's location and training and raise awareness to quell fear of using it. Suggested siting should be high visibility, lit, and easy access. He also suggested not having a locked box as they are insured. Due to the spread out nature of the parish it was suggested that perhap two defibs would be a good idea. £1495 +VAT which is refundable to the PC which includes all the above, case and training. On top of that all that is required is the fitting by a qualified professional. Funding is available from Tess Tremlett at county which is approximately £500 per site. Then there would be an option to raise funds for the remaining amount. Also worth training parishioners and making them aware of ways to help the emergency services, good clear lit house names, driveway lights and so on. The Chairman introduced Ashley Rees as the new Parish Clerk, commencing January 2018.
4. To confirm the minutes of 12<sup>th</sup> October proposed DH and seconded MG
5. To consider matters arising - highways have resurfaced the lane and the parking. It was suggested that the PC have parking spaces marked and hash markings painted. It was discussed and decided not to go ahead with this.
6. To consider the following matters:
  - 6.1 Policing issues – clerk reported that there is now a PCSO who is monitoring the morning and afternoon parking and traffic between the hours of 8am and 20am and 2pm and 4pm. A councillor fed back a concern from a parishioner raised about door to door sales people selling cloths and kitchen ware. The main concern was that they were visiting after dark. Is there a database that these people are registered as official sellers or is it suspicious behaviour? It was recommended that parishioners report these to the 101 none emergency number.

- 6.2 Highways and Footpaths – clerk reported the pathway opposite the village green where the path is reduced in width by overgrown hedging and mud slip from the verge making it inaccessible. New; Station Rd, Brookend large potholes, bad throughout but particularly by Cleveland House, Woolaston Common, outside Rosemont.
- 6.3 Maintenance - i) notice board quote and seat in the bus shelter, Chepstow bound.
- 6.4 Churchyard and Cemetery i) Report by RS, the planting of the hedges and trees as per the planning application would be considered commencement of planning. It was recommended to plant the trees and review after 5 years, it was suggested that we plant holly and other native species which were slow growing. The Chairman has tried to get in touch with the solicitor recently but is currently awaiting a return call. Gates – first quote £1700, second quote was received of £885. Clarification needs to be made that the quotes are indeed for the same gates and that both contractors are equally qualified for the job. DH to take this on and feed back to council.
- 6.5 Finance - i) Balance accepted without questions ii) online\_banking
- 6.6 To approve accounts for payment i) Merlin Waste £27.12 ii) Monmouthshire Beacon £48.97 iii) Mick Fairless £550 for new lap top iv) Date and costs for the new clerk CPALC £30 all costs were approved without question DH proposed and RS seconded
- 6.7 Other Matters : i) Clerk's vacancy – five applicants, four of whom were interviewed, one of which was a qualified experienced clerk. ii) The request from SARA for funding who are currently trying to raise funds for a new Landrover. It was discussed at length and agreed that we would indeed donate but that our funding would be offered at the end of the financial year. Respond, asking them to reapply in March.
7. To consider any other items deemed by the Chairman as urgent: Grass cutting renewal after the first year. It was agreed, unanimously that AM Services had done an excellent job and that the council would be happy to continue with the contract assuming that three year fixed rate quote meets with approval next PC meeting. The PC will not at this stage be re-tendering.
8. Date of the next meeting Thursday 14<sup>th</sup> December 2017