

**Minutes of the Woolaston Parish Council Meeting**  
**Held on Thursday 12<sup>th</sup> April 2018 at 8pm in Woolaston Memorial Hall**

Present: Councillors; Mick Fairless, Mary Greenslade, David Harris, Andy Lord, Steve Reece, Roger Southee, David Storrar

In attendance: Ashley Rees (Clerk)  
Councillor Patrick Molyneux  
11 members of the public

**1. To receive apologies for absence**

There were none.

**2. To receive Councillors declarations of interest**

There were none.

**3. Public open forum**

It was proposed and agreed to bring matter 7.4 of the agenda forward to the public open forum.

**7.4 To discuss the application for an HGV Operators Licence at Oak Rise, Severn View Road.**

R Southee reported to the meeting and the public that he had received notification of an application for an HGV Operators Licence in respect of Mr Dig who operates out of Oak Rise, Severn View Road. He confirmed that he personally, the Parish Council and the local Primary School had written to the Traffic Commissioner to object to the licence being issued. In addition to this the site was not currently being used for the purpose planning permission had been granted. Councillor Molyneux informed the meeting and public that the case had been discussed at the Forest of Dean Planning meeting on 10<sup>th</sup> April and an enforcement notice had been issued. The owner has three months to remove all heavy plant machinery not associated with the agricultural works there is permission for and until December 2018 to replant the trees he had cut down. The Parish Councillors agreed to keep an eye on the site and would check that the machinery had been removed within the required time frame and report back to the enforcement officers if needed. Councillor Molyneux confirmed that it was the remit of the Environment Agency to enforce any fines for trees cut down that should not have been. It was felt that the enforcement notice would have an impact on the HGV Operators Licence and that the Planning Department would also be in contact with the Traffic Commissioners Office to give their recommendations. Mr Molyneux informed that, even in the case of the licence being issued, the permission for the use of the land would not change, so it would not be possible to operate HGVs from this site.

Further comments from the public were; to say how nice the shelter in the picnic area looks, commend the Councillors on the decision to have an unlocked cabinet for the defibrillator, to ask if the new cemetery gates would be sandblasted to look like the original ones, which they will be, and to request that the police officers and PCSO who attend the village do so at a more busy time, rather than in the middle of the day when there is very little movement.

**4. To confirm the minutes of the Council meeting held on Thursday 8<sup>th</sup> March.**

These were approved and signed as a correct record of the meeting.

**5. To consider any matters arising from the minutes other than on the agenda.**

M Fairless informed the meeting that the installation date for the Wi-Fi in the Memorial Hall was 11<sup>th</sup> May and that a 24 month contract had been agreed at £20.45 per month.

The meeting was further advised that the NALC model for the recently adopted Standing Orders had again changed, the Clerk will issue a revised version to be adopted at the next meeting.

**6. To consider the following matters:**

**6.1 Policing Issues**

D Harris informed the meeting of a recent break-in in Woolaston during which a quad bike had been stolen.

**6.2 Highways and Footpath Issues – Actions of reported defects/new defects**

It was reported that there were large potholes covering a significant stretch of Station Road, on both sides. The Clerk to report to the Highways Agency and also to contact Councillor Molyneux to see if it would be suitable project for the lengthsman scheme.

R Southee reported that there were still difficulties with the previously reported blocked culvert and that it probably needs to be re-dug. He will chase up with highways.

**6.3 Maintenance**

**a) Noticeboard**

It was reported that it would cost in the region of £300 - £400 to replace the noticeboard. It was proposed that it might be more cost effective to purchase the notice board only and mounting posts separately. To be added to the agenda for next month.

**6.4 Churchyard and Cemetery**

M Fairless reported that he had signed and returned the Statement of Truth for the Land Registry transfer of the new cemetery land.

It was reported that the pillars were made of bradstone, therefore it was not necessary to ask a stone mason to quote for the new ones. Quotes are being sought from a builder.

R. Southee confirmed that the holly bushes pulled up the horses had been replanted, although the roots had been exposed during the recent snowfall. The electric fencing in the field behind has been moved further away from the boundary to ensure the horses are unable to reach the holly.

**6.5 Finance**

**a) Account balance**

This was accepted without questions

**b) To receive the draft accounts for the year ended 31<sup>st</sup> March 2018**

The clerk explained the accounts for the year ended 31<sup>st</sup> March 2018, the signing of the Annual Return will be on the Agenda in May or June, once the accounts had been finalised.

**6.6 To approve the following accounts for payment**

- a) Okells Francis Law – Registration of Title to cemetery Land - £340.00
- b) Greenbarnes Ltd – Cemetery Noticeboard keys - £12.64
- c) GAPTC – Clerk training course part 3 - £35.00
- d) Merlin Waste – Dog waste bin services - £28.56
- e) A Rees – mileage claim - £23.40
- f) Alex van der Heijden – Website updates - £15.00
- g) Get Mapping – Online mapping services - £33.60
- h) M Fairless – Initial broadband costs - £30.59
- i) David Smith – Handyman services - £55.00

Payments made by Bank Transfer since the last meeting

- a) A Rees – Clerk Salary - £429.56

The above accounts were all approved for payment.

**7. Other matters**

**7.1 To confirm the Code of Conduct**

This was confirmed by the Council and will be available on the website in due course.

**7.2 To set the date for the Annual Parish Meeting**

It was proposed that this be held on the Thursday 3<sup>rd</sup> May.

*Post meeting note: The Memorial Hall is unavailable on this date so the Meeting has been arranged for Friday 4<sup>th</sup> May 2018.*

**7.3 To further consider the traffic, and speeding, issues in and around Woolaston**

This matter has been referred to Gloucestershire Police for consideration and updates are awaited.

**7.4 To discuss the application for an HGV operators license at Oak Rise, Severn View Road**

This matter was dealt with in the public open forum

**8. To consider any other matters as deemed by the Chairman as urgent**

M Greenslade had written to the Freemasons to see if they would like to make a contribution towards the purchase of a second defibrillator. She has been referred to the Gloucestershire Masonic Charity Action.

**9. Date of the next meeting**

Thursday 10<sup>th</sup> May 2018 at 8.00pm with the Annual Parish Meeting being held on Friday 4<sup>th</sup> May at 8.00pm in the Memorial Hall.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_