

# WOOLASTON PARISH COUNCIL

1<sup>st</sup> February 2018

Dear Councillor

You are summoned to attend a meeting of the Parish Council Planning and Development Control Committee to be held on Thursday 8<sup>th</sup> February in the Memorial Hall at 8.00pm, when the following business will be transacted.

All correspondence to and from the Committee (unless exempt) is published in the Parish Portal at [www.woolaston.org.uk](http://www.woolaston.org.uk). Planning documents can be viewed on the local Planning Authority website at [www.fdean.gov.uk](http://www.fdean.gov.uk).

Ashley Rees  
Clerk to the Council

*Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions; Equalities, Crime and Disorder, Health and Safety and Human Rights*

## AGENDA

1. To receive apologies for absence
2. To receive Councillors declarations on interest
3. To receive representations from the previous meeting
4. To confirm the minutes of:  
The meeting held on Thursday 14<sup>th</sup> December 2017
5. To consider the following applications submitted by the Local Planning Authority.
  - I) P0112/18/FUL – Woolaston Court, Main Road, Woolaston – Erection of a single storey extension and a first floor extension with associated works. Demolition of existing conservatory.
6. To consider delegating power of response to the Clerk, when a planning response is required in advance of a Committee meeting, as allowed for by the Local Government Act 1972; Section 101. (Please refer to attached schedule)
7. To receive correspondence
8. Any Other Business
9. Closure and date of next meeting

Clerk to the Council:

Ashley Rees

5 Grahamstown Grove, Sedbury NP16 7AE

Telephone:

01291 620137

E-mail:

[parish.clerk@woolaston.org.uk](mailto:parish.clerk@woolaston.org.uk)

Chairman of the Council:

Mick Fairless

# WOOLASTON PARISH COUNCIL

1<sup>st</sup> February 2018

Dear Councillor

You are summoned to attend a meeting of the Parish Council to be held on Thursday 8<sup>th</sup> February in the Memorial Hall on the rising of the Planning and Development Control Committee, when the following business will be transacted.

All related documentation (unless exempt) is available from the Parish Clerk and published on the Parish Portal tab of the Council website at [www.woolaston.org.uk](http://www.woolaston.org.uk)

Ashley Rees  
Clerk to the Council

*Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions; Equalities, Crime and Disorder, Health and Safety and Human Rights*

## **AGENDA**

1. To receive apologies for absence
2. To receive Councillors declarations of interest
3. Public open forum
4. To confirm the minutes of:  
The Council meeting held on Thursday 14<sup>th</sup> December 2017
5. To consider any matters arising from the minutes other than on the agenda
6. To consider the following matters:
  - 6.1 Policing Issues
  - 6.2 Highways and Footpaths Issues – Actions of reported defects/new defects
  - 6.3 Maintenance
    - a) Repairs to the bus shelter on A48
  - 6.4 Churchyard and cemetery
    - a) Update on hedge planting around the cemetery
  - 6.5 Finance
    - a) Account balance
    - b) To confirm Clerk's salary to be paid by bank transfer

Clerk to the Council: Ashley Rees  
5 Grahamstown Grove, Sedbury NP16 7AE  
Telephone: 01291 620137  
E-mail: [parish.clerk@woolaston.org.uk](mailto:parish.clerk@woolaston.org.uk)  
Chairman of the Council: Mick Fairless

# WOOLASTON PARISH COUNCIL

- 6.6 To approve accounts for payment:
- a) Merlin Waste – Dog waste bin emptying - £27.12
  - b) GAPTC -Clerk Training Course - £35.00
  - c) A Rees – Mileage Claim - £23.40
  - d) TrunkArb – Supply, erect & dismantle Christmas tree - £240.00
  - e) AMV Services – Install cemetery hedging - £1,915.00
  - f) Quickbooks – Accounting Software - £6.00 for the first 6 months, then £15.00 per month plus VAT, to be paid monthly by Direct Debit

## 7. Other matters

### 7.1 Computing

- a) Laptop purchase
- b) Transparency fund
- c) Website

### 7.2 To further consider the defibrillator purchase

### 7.3 To consider the purchase of three dog waste bins, two new and one replacement.

### 7.4 To consider the appointment of an 'Odd job' man

### 7.5 To consider the purchase and placement of grit bins

### 7.6 To receive an update from the Clerk

- a) Appointment of a data protection officer in line with the General Data Protection Regulations coming into force in May 2018.
- b) External Audit Update for Smaller Authorities, new regulations for 2017/2018

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

## 9. Closure and date of next meeting.

Clerk to the Council:

Ashley Rees

5 Grahamstown Grove, Sedbury NP16 7AE

Telephone:

01291 620137

E-mail:

[parish.clerk@woolaston.org.uk](mailto:parish.clerk@woolaston.org.uk)

Chairman of the Council:

Mick Fairless