

Minutes of the Woolaston Parish Council Meeting
Held on Thursday 10th May 2018 at 8pm in Woolaston Memorial Hall

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

In attendance: Ashley Rees (Clerk)
1 member of the public

1. To elect the following Officers:

Chairman: Mick Fairless, nominated by Mary Greenslade and accepted, unanimous vote in favour.

Vice-Chairman: Roger Southee, nominated by Mick Fairless and accepted, unanimous vote in favour.

Chairman of the Planning and Development Control Committee: Mary Greenslade, nominated by Andy Lord and accepted, unanimous vote in favour.

Vice-chairman of the Planning and Development Control Committee: Andy Lord, nominated by Mick Fairless and accepted, unanimous vote in favour.

Footpaths Officer: It was proposed by Roger Southee that there was no single footpaths officer but that this role was undertaken by the Council as a whole. This was seconded by David Storrar and there was a unanimous vote in favour.

2. To receive apologies for absence.

Apologies were received and accepted from David Harris and Steve Reece.

3. To receive Councillors declarations of interest.

There were none.

4. Public open forum.

It was brought to the Councillors attention that there was a blue advertising sign in the central reservation of the A48 in the Lydney direction of the turning out of Netherend. It was thought this could cause a possible obstruction for drivers.

A complaint was made about the manner in which the refuse collectors replace bins, leading to damaged bins and obstructions to driveways being caused. It was agreed the Clerk would write to the relevant department of the Forest of Dean District Council.

5. To confirm the minutes of the meeting held on Thursday 12th April 2018.

It was pointed out that 'by' was missing from a sentence of point 6.4 of the minutes. This was added and the minutes were then signed as a correct record of the meeting.

6. To consider any matter arising other than on the agenda.

There were none.

7. To consider the following matters:

7.1 Policing issues

a) To consider hiring speed check cameras

It was proposed that the Parish Council could hire speed check cameras to help deter speeding along the A48 and also within the village along Netherend and Severn View Road as this had been suggested by PCSO Jayne recently. The Clerk provided some information on setting up a

Community Speed Watch group. Roger Southee agreed to see if this was something parishioners would be interested in setting up.

b) To consider sponsoring a road safety campaign

It was agreed that the Parish Council would approach the school to see if they would be happy for a competition to be run allowing children to design an anti-speeding poster to be displayed in the village. The winning child would be awarded a book token and a Parish Council Community Award trophy. It was thought that each year the competition could revolve around a different theme, such as littering or dog fouling. Mary Greenslade agreed to talk to the headteacher.

7.2 Highways and Footpaths Issues – Actions of reported defects/new defects.

It was requested that the Clerk contact District Council to request the grass in the central reservation of the A48 be cut as it was now excessively long.

Roger Southee reported that an inspector had been out to look at the blocked culvert, he also identified two further issues near by that were now going to be dealt with.

It was requested that the Clerk report the pothole on Netherend on the bend by the seat outside the school. The Clerk also reported that she had informed highways of the pothole outside the Netherend Inn.

7.3 Maintenance

a) Noticeboard replacement.

It was proposed and agreed to purchase a new Parish noticeboard costing no more than £600.00. The Clerk to liaise with the Chairman.

7.4 Churchyard and cemetery

The Chairman reported that he had confirmation from the solicitors that the transfer of Title had been submitted to the Land Registry but that it could take up to three months to be returned.

Mary Greenslade informed the meeting that she had been approached by a parishioner concerned that during the last grass cut, a glass vase and plastic pot had been smashed. Whilst a reminder of the correct placement of vases and pots was given, the Clerk will e-mail the grass cutting contractor to inform them of the breakages and request that they pay closer attention, especially to graves where there is not yet a headstone in place.

Roger Southee reported that he now had confirmation from the Forest of Dean planning department that the Discharge of conditions had now been discharged in respect of the bushes planted and a partial discharge granted in respect of tree planting.

The Clerk presented the annual Risk Assessment to the meeting, a copy will be distributed to the cemetery committee and it will be added to the agenda for next month.

7.5 Finance

a) Account balance

This was accepted without question. It was proposed and agreed that the cost associated with the new cemetery be transferred from the deposit to the current account. The Clerk will arrange this.

- b) **To consider and sign the Annual Governance Statement Section 1**
It was requested that this item be moved to next month' s agenda as the Clerk had not yet received the Internal Audit report.
- c) **To approve and sign the Accounting Statement Section 2**
It was requested that this item be moved to next month' s agenda as the Clerk had not yet received the Internal Audit report.
- d) **To agree the Clerk' s hourly pay rate.**
This was unanimously agreed inline with the NALC guidelines.

7.6 To approve the following accounts for payment:

- a) Carol Southee – Litter picking March & April - £260.00
- b) Hewer Facilities Management – Defibrillator installation - £246.00
- c) Merlin Waste – Dog waste bins - £30.00
- d) AM Services – Grass cutting April - £1,002.57

The above accounts were all approved for payment.

8. Other matters

8.1 To agree the amended Standing Orders

It was proposed and agreed that these be adopted in line with current legislation. These will be emailed to all Councillors and placed on the website in due course.

8.2 To consider matters arising from the Annual Parish Meeting

Allotments

It was agreed that the Parish Council would write to the Trustees to convey the points raised at the Annual Parish Meeting.

Cemetery

It was suggested that the Parishioner who was unhappy with the current cemetery rules put their complaint in writing so that it was be formally considered at the next Parish Council meeting.

8.3 To agree a date for the Annual Parish Meeting 2019

This was not decided.

8.4 To receive a further update on the HGV Operators license and planning enforcement at Oak Rise.

A letter from the Traffic Commissioner was read to the Council informing them that the applicant had withdrawn Oak Rise from their application and that the matter was now closed. It was proposed and agreed that the Chairman write to the local MP to question why the Parish Council was not entitled to give opinion on matters like this, even when acting on behalf of their parishioners.

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

After seeking clarification from the insurers it was decided that the Council should not use a handyman without the relevant public liability insurance. The Clerk will contact the

insurers again to see if it is possible to take out a policy to cover a contractor carrying out maintenance works.

A parishioner had again contacted a Councillor concerned about the lack of grit bin purchases, the meeting was reassured that the matter was in hand and bins would be in place before they were required again.

The Chairman informed the meeting that Wi-Fi would be installed in the Memorial Hall on the 11th May.

It was reported that the defibrillator had been removed from its box and left on the floor. The Clerk had sought advice from the supplier and confirmed that as long as the green light was still on, it should be OK and any faults would show up on the daily self check it carries out.

10. Date of the next meeting
Thursday 14th June 2018.

Signed: _____

Date: _____