

Minutes of the Woolaston Parish Council Meeting
Held on Thursday 21st June 2018 at 8pm in the Memorial Hall

Present: Councillors; Mick Fairless, Mary Greenslade, David Harris, David Storrar

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

1. To receive apologies for absence

Apologies were received and accepted from Andy Lord and Roger Southee

2. To receive Councillors declarations of interest

There were none.

3. Public open forum

It was reported that the bins were still being thrown rather than placed back when emptied. The clerk confirmed she had written to Forest of Dean District Council.

The member of the public again raised their concerns over the rules governing who was entitled to be buried in the cemetery.

4. To confirm the minutes of the meeting held on Thursday 10th May 2018

The minutes were signed as a correct record of the meeting.

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

There were none.

6. To consider the following matters:

6.1 Policing matters

There were none.

6.2 Highways and Footpaths Issues

- The clerk confirmed she had already reported the pot hole near to Ash Way (*Post meeting note: This was filled in 26/6/18*)
- The trees overhanging the pathways between Severn View Road and Birchwood and Pinedale and Birchwood were raised with the meeting. It was decided to monitor the situation for a month and then attempt to contact the owner if they had not undertaken the 6 monthly cut before then.
- The Chairman had received a letter concerning the common lime tree on Severn View Road that had now grown to a significant height and was obstructing light access to a near-by property. It was agreed that the Clerk would write to Highways, and suggest the resident do the same, especially as the tree was also covering a street light.

6.3 Maintenance

- a) **To consider actions required as a result of the annual play equipment check**

The meeting was informed that the Memorial Hall carried out its own equipment check, it was therefore not necessary for the Parish Council to do this too. The Clerk to check with the Memorial Hall committee.

(Post meeting note: John Anderson has confirmed this is the case)

b) To further consider the use of a handyman

The Clerk was still waiting for confirmation from the insurance brokers as to whether a maintenance person would be covered by the Council's insurance if they were part of a works committee. In the meantime Merlin Waste have confirmed they are able to install the two new bins.

c) Weeds on the verges

A complaint had been raised with the Parish Council about the weeds on the verge on the left as you come in to the village. The Clerk is to respond saying that whilst this is not under the Parish Council's remit, she will write to Highways to ask why they are no longer cutting this area and suggest the resident do the same.

d) Grass cutting in the village

The patch of grass to the left of the telephone box is currently not being cut by Two Rivers, despite requests from the Clerk that they do it. The Parish Council will ask their contractor to quote to cut this patch each month and a decision will be made next meeting. In the meantime, a parishioner has volunteered to cut it back.

6.5 Finance

a) Account balance

This was accepted without question

b) To consider and sign the Annual Governance Statement Section 1

This was agreed and signed by the Chairman

c) To consider and sign the Accounting Statement Section 2

This was agreed and signed by the Chairman

6.6 To approve the following accounts for payment

a) Alex van der Heijden – Website maintenance - £15.00

b) Alex van her Heijden – Website maintenance - £15.00

c) AM Services Ltd – Grass cutting May - £1,002.57

d) John Hicks – Play equipment inspection - £114.48

e) Merlin Waste – Dog waste bin emptying - £30.00

f) Clerk stationery and postage expenses - £39.01

g) Chairman expenses associated with WiFi installation - £31.87

The above accounts were all approved for payment, in addition it was also resolved that as the three year fixed price contract had already been agreed for the grass cutting, the Clerk could pay AM Services as the invoices arrive and report to the Council at the following meeting.

7. Other matters

7.1 To accept the resignation of Councillor Steven Reece with immediate effect

This was accepted, the clerk will inform the Election Services Officer at Forest of Dean District

Council.

7.2 To agree the amended Financial Regulations

It was resolved to agree these, subject to the amendment of two figures.

7.3 To consider the use of a Parish Council mobile phone

It was agreed that the Clerk, in consultation with the Chairman, could order a 'pay as you go' mobile phone. This would then avoid confusion which had arisen on a couple of occasions when messages had been left on her answer phone.

7.4 To consider the process required for the new type of planning applications that can be submitted.

It was resolved that, as no extension would be granted for this new type of application, any received would be dealt with under the Clerk's delegated procedure for planning agreed in February 2018. Unless the Parish Council meeting fell within the consultation period. The Clerk would also advertise any such applications on the notice board and website.

7.5 To consider the Gloucestershire Local Minerals Plan

This was an agenda item raised by Councillor Southee, who was not present. To be moved to next months agenda if appropriate.

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

- A complaint had been raised about the state of the community orchard. Initially the Parish Council had agreed to maintain this for two years, after which the Memorial Hall Committee would take over. The Parish Council was to cut the grass back but was no longer responsible for the maintenance. The clerk to contact John Anderson.
- D Harris reminded the Council that new Christmas lights were required, the Chairman will look into this over the next few weeks.

9. Closure and date of the next meeting

Thursday 12th July 2018 at 8.00pm

Signed:

Date:
