

**Woolaston Parish Council**  
**MINUTES OF THE PARISH COUNCIL MEETING**  
**HELD ON THURSDAY 9 MARCH 2023 at 8PM**  
**AT WOOLASTON MEMORIAL HALL**

**PRESENT:** Councillors Terina Riches (Chairman), Mick Fairless, Mary Greenslade, David Harris, and Martin Rose

**In attendance:** Gillian Orchard Preece (Parish Clerk), PCSO Ellis Gazzard, and 1 member of the public

16/23 **To receive Apologies for Absence.**

Cllr A Lord, Cllr H Greenslade, Cllr McFarling

17/23 **To receive Declarations of Interest in respect of items on the agenda.**

There were none.

18/23 **Public Open Forum.**

A resident introduced himself as a candidate for district councillor on 4 May 23. He explained that, if elected, he looks forward to working with the council and learning more about what matters to the parish, to growing the economy and engaging with the community.

Barbara pond from GRCC did not attend the meeting and the item to discuss the Housing Needs Survey was moved to be discussed alongside the planning issues.

19/23 **To receive a report from the County Councillor / District Councillor.**

Cllr McFarling sent a report to council. The report highlighted the parish issues that he is working on. The clerk was asked to thank him for facilitating the "school ahead" markings on the road; to express disappointment that the road widening at Woolaston Common will be delayed until next year, and to inform him that the railing installed on the A48 is on the wrong bus stop. The clerk will also make him aware that there are already regular circular walking routes that the parish Wednesday Walkers use. He will also be asked to investigate footpath FWO27 which has been blocked for a number of years. **Action: Clerk**

20/23 **To approve the Minutes of the Parish Council Meeting held on Thursday 9 February 2023.**

The minutes of the previous meeting which was previously circulated to councillors were approved as a true record of the meeting and signed by the Chairman.

21/23 **To receive the Parish Clerk's Report**

The Clerk's report (including the outline of updates on actions taken since the last meeting) had been circulated to Councillors before the meeting. Any items requiring discussion are listed separately on the agenda. There were no questions or comments.

22/23 **To discuss the Housing Needs Survey (HNS) carried out by GRCC**

The Chairman reported back on her conversation with Barbara Pond. The Housing Needs Survey had identified the need for 11 social/affordable homes.

The Chairman had pointed out the PCs concerns that social/ affordable homes had been resisted in the new proposed developments and that the development proceeding at the old Netherend farm provided only 5 homes which were exceptionally small. The Chairman had also raised that the village had seen no s.106 monies and BP has agreed to signpost the clerk to a toolkit which may help secure some funding.

The PC is being asked whether they would be willing to work in partnership with a community development in which an attempt would be made to identify residents who had responded and work in partnership with the developer ( this could be Housing Association or a private developer) in shaping the development so that residents and the PC would hopefully have more influence over the development. Discussion took place and the PC did not feel comfortable with this and although supported the need for more affordable / social homes so existing residents could stay in the village they felt that this need should be met through the proposed envelope of 51 houses. The PC does not have any suitable land for development. It was

noted in the survey that a resident had offered to sell their field and the Community team would if required pursue this. The Parish Council therefore agreed that they would not support this approach.

**Action: Chairman**

**23/23 To consider and agree a response to planning applications received.**

- a. P0128/23/FUL | Variation of Condition 6 (open storage upon the site shall not exceed three metres in height) to enable an increase in height above three metres relating to planning permission P1252/22/FUL. | Ashwell Grange Stroat Chepstow Gwent NP16 7LS – **extension to 10 March 23 granted**

The above application was supported.

**24/23 To note Planning Applications received and resolved by the Parish Council since the last meeting.**

- a. P1495/22/FUL | Erection of a two storey extension with external and internal alterations including hard and soft landscaping proposals | New House Woolaston Common Woolaston Gloucestershire GL15 6NU (fdean.gov.uk) – **supported (application for garage withdrawn)**

- b. P0089/23/LBC | Repair of structural defects including beams and joists, strip and recover roof, remove cementous render and re-render using lime, alter external staircase, replace rotten joinery items, remove, and replace inappropriate C20th features to include some windows and doors, internal refurbishments and alterations. Erection of biomass plant room. | Alvington House (Formerly Colne Mill) Alvington Swan Hill Lydney GL15 6AB (fdean.gov.uk) – **supported**

The above applications were noted.

**25/23 To note Planning Decisions taken by FODDC in February 2023**

- a. P0045/23/LD2 | Application under Section 192 to establish whether planning permission is required to convert existing detached garage into a habitable space. | 60 Birchwood Road Woolaston Lydney Gloucestershire GL15 6PE – **Decided LDC issued 28 Feb 23 (planning permission not required)**

- b. P1759/22/LBC | Listed building consent to remove and replace ridge tiles, roofing slates and battens. Installation of breathable roofing membrane and treated softwood roofing battens. Provide lead valleys and hips. Reuse ridge tiles. | High Woolaston Farm High Woolaston Lydney Gloucestershire GL15 6PX - **Granted permission 10 Feb 23**

- c. P1444/22/FUL | Erection of a single storey extension to provide garden Room with associated works. Demolition of conservatory. | 16 Pinedale Woolaston Lydney Gloucestershire GL15 6PQ – **Granted permission 17 Feb 23**

The above planning decisions were noted.

**26/23 To consider the following matters:**

- a. Policing Issues. PCSO Ellis Gazzard provided crime and incident statistic reports. Incidents reported down by 83%, antisocial behaviour not always recorded as a crime, crime reported down by 81%. The bus has not been to Woolaston recently as the small vehicle is off the road. The speeding survey showed that the average speed was 28 mph, the county councillor suggested that it be re-done now the school ahead markings are in place. The PCSO has noted the increase of canisters on the playing field, and cemetery car park. He will also inform the beat officer that e scooters are being ridden in the parish as they are able to seize them.

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

- i. There is a small pothole on Netherend Crescent. The pothole at the bottom of Spout Hill is getting bigger. The clerk will report it to Highways again

**Action: Clerk**

- ii. The trench across the road outside the phone box has sunk. The whole area has been dug up a couple of times and the grass verge is very unsightly. The clerk will contact National Grid again.

**Action: Clerk**

c. Maintenance.

- i. Tree maintenance The council agreed that the issue of tree maintenance is noted on the risk assessment (similar to other parish councils), that trees will be assessed during the 3 yearly survey, and therefore will not adopt a tree policy. It was also noted that the tree survey is now due to include the newly purchased piece of land. The clerk will obtain quotations for the next meeting.

**Action: Clerk**

d. Churchyard and Cemetery.

- i. The outstanding issues (sign for green bin and updating of the cemetery sign) are in progress.  
ii. The railings have been repaired and the invoice on the list of payments due this month

- e. Review of Governance Documents – Policies. There were no policies for review or adoption this month. Training policy was drafted, however the chairman considered that the contents were not suitable. There is no method to evaluate training - it cannot be mandated as councillors are not employees. The chairman, vice chairman and clerk will discuss with GAPTC.

**Action: Ongoing**

## 27/23 Financial Matters

Financial documents had been circulated to councillors before the meeting.

- a. The council resolved to approve the Financial Statement and Bank Reconciliation as of 28 February 2023.

- b. The council resolved to approve the payments of invoices according to the schedule of Receipts and Payments for March 2023.

**Action: Clerk**

- c. The council resolved to note the receipts and payments since the last meeting according to the schedule of Receipts and Payments for March 2023.

- d. Forest Equipment Services Ltd have verbally agreed to emptying dog bins and will forward an agreement to them for signature. The clerk has received all the necessary documentation (Insurance and licence). The agreement with Merlin Waste has been terminated with effect from the end of the financial year – 31 March 2023.

- e. Councillors agreed that the clerk will investigate changing the broadband provider and will compare the services of BT and Talk Talk both £19.99 per month plus VAT.

**Action: Clerk**

- f. The council resolved to note the appointment of GAPTC internal Auditor (Margaret Highnam) booked for 13 March 2023, and to note the price increase to £180 (plus mileage)

**Action: Clerk**

- g. Council resolved to approve the virement of £250 from the current account to the deposit account for council earmarked reserves (£100 Election fund; £100 defibrillator; £50 office equipment).

## 28/23 Correspondence

A list of correspondence been circulated to councillors before the meeting was noted. There were no further comments or questions. The following items were highlighted for discussion / resolution.

- a. The Transfer form Thrings LLP was signed by Cllrs Riches and Fairless and witnessed by the Clerk as per standing orders, and will be returned to Thrings. The invoice for payment was approved with the schedule of payments for this month.

**Action: Clerk**

b. Response to FODDC Strategic Housing and Economic Land Availability Assessment (SHELAA) - CALL FOR SITES 2023. The council resolved that there were no sites identified – the clerk will respond to FODDC. **Action: Clerk**

c. The parish council discussed an email from a local resident regarding street lighting. It is a small area of the road, and now the light has been moved, it is dark at certain times. The council resolved to write to Gloucestershire Highways to ask them to review their decision. It was also resolved to add the issue of street lighting / light pollution in the parish to next month's agenda. **Action: Clerk**

d. The Wednesday walking groups asked if the parish council would provide a new charger for the strimmer the council purchased approx. 8 years ago; the charger is unrepairable. The strimmer is used by the walking group to keep footpaths and public rights of way clear while they are walking. The council approved the expenditure of £40 – Cllr Fairless will provide an invoice to the clerk. **Action: Clerk**

### 29/23 To Consider Other Matters

a. Kings Coronation. Plans and suggestions for the Coronation "Big Lunch" include a picnic on the playing field and Memorial Hall. It is not intended to replicate carnival however, a small fund will be required to put the event on, and another Cherry tree will be purchased to commemorate the occasion. Cllr Fairless was given approval to purchase supplies for the commemorative plaque. Council resolved to approve up to £1,000 towards expenditure including publicity and prizes. A small working group will meet on Fri 10 March 23. **Action: Ongoing**

b. Defibrillator Awareness training. Cllr H Greenslade sent her apologies – this item will be carried over to the next meeting.

c. Community Orchard mosaic sign. The council resolved to approve expenditure of £50 from the monies set received from the Arbourday Trust fund to purchase supplies to complete the mosaic sign. **Action: Ongoing**

### 30/23 To receive councillors' local reports and note matters for the agenda for the next meeting.

National Grid have been working on a telegraph pole opposite the Green and have left a stump of steel cable behind. The clerk will contact them and ask for it to be removed. **Action: Clerk**

31/23 **Date of Next Meeting**. The next full council meeting will be held at 8pm on Thursday 13 April, with the Annual Parish Meeting on 20 April 2023.

The Chairman closed the meeting at 2100.

Signed: ..... Date: .....