

WEST DEAN PARISH COUNCIL

Dave Kent
Clerk to the Council

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West Dean Centre
High Street
Bream
Lydney
Glos GL15 6JW

Date 22nd November 2018

To Members of West Dean Parish Council

Dear Councillor

I summon all members to attend the meeting of West Dean Parish Council to be held on Wednesday 28th November 2018 at the West Dean Centre, High Street, Bream, GL15 6JW

The meeting will follow the usual Open Forum, which will begin at 7.00pm.

PLEASE NOTE THAT THIS MEETING MAY BE AUDIO OR VIDEO RECORDED

Yours sincerely

Dave Kent

Clerk

PUBLIC FORUM

AGENDA

1: Council formal business

1.1 Apologies

1.2 Declarations of Interest

1.3 Minutes of the Previous Meeting – Council to confirm and sign the minutes of the meeting held on Wednesday 31st October 2018 – *Attachment 1.3*

2: Items for discussion and decision

2.1 Yorkley Court Farm

Verbal Report by the Chairman

2.2 Finance and Staffing

i) To approve the November 2018 payment and credit card transaction schedule
Attachment 2.2 i) November 2018 payment schedule and credit card transactions

ii) To agree two signatories and one reserve for November and December cheque and electronic payments

iii) To nominate 2 councillors for the December and January financial inspection.

iv) To receive advice that the November financial inspection has been satisfactorily conducted.

v) To consider the level of payments offered for opening and closing the West Dean Centre with regard to national minimum wage provisions. To consider sickness payments for the position. To meet the national minimum wage for this work the Council will need to pay £114 per month, currently the payment is £45 per month. This is an increase of £69 per month.

- vi) To agree to delegate the Clerk working with the Chairman of Council and the Chair of the Finance & Staffing Committee to approve December payments.
- vii) To consider covering the Scarr Bandstand contribution of £48.55 for public liability at the site, within the Council's annual insurance, payable June 2019.
- viii) To consider including 4 annual grass cuts of the Scarr Bandstand area within the terms of the new grass cutting contract to be tendered early in 2019. Estimated costs £320 pa
- ix) To consider funding the repair of the goalmouth area at the Crow Ash play park, Berry Hill, as recommended at the annual Play Park inspection, cost £975 (plus VAT, recoverable). The Berry Hill community have offered to make a contribution, and funds are available within the Parish Council budget for 2018-19.
- x) To receive the minutes of the Finance & Staffing Committee 15 November 2018
Attachment 2.2 x) Finance & Staffing Minutes 15th November 2018
- xi) To consider adopting the 2019-20 budget as recommended by the Finance & Staffing Committee.
Attachment 2.2 xi) Draft Budget 2019-20
An amendment to the proposed budget will be made by the Chairman
- xii) To consider the recommendation by the Finance & Staffing Committee that the precept for 2019-20 is increased from £156,528 to £159,660, an increase of 2%.
Attachment 2.2 xi) Draft Budget 2019-20
- xiii) To consider the grant awards recommended by the Finance & Staffing Committee
Attachment 2.2 xiii) Draft Grant Awards 2019-20
- xiii) To confirm the meeting arranged at the previous Council meeting to be held on 11th December 2018 to propose amendments to Council's grant policy and grant application form.

2.3 Five Acres

A verbal report will be delivered by T Gwilliam

2.5 S106 Moneys, Whitecroft Play Park

No report. The matter is covered in the Clerk's notes

2.6 Parkend Road, Bream

£250 of the allocation of £500 as voted at the previous Council meeting has been provided for solicitors' fees. A verbal report will be made by the Chairman

2.7 Parkend Square project

It has been reported that the community bid for the land has been unsuccessful

2.8 WW1 Centenary Services

A series of successful and well attended services were held.
Council to decide on the future of the 6 Silent Soldiers around the Parish.
The Chairman to provide a verbal report

2.5 Chairman's Items

Part 3: Items for information

Councillors to **Receive and Note**

3.1 Forest Edge (South) (formerly Pillowell) Neighbourhood Development Plan

The NDP Group is seeking a Document Manager for the project. This position is to be advertised.

Local Councillors to provide a project progress update.

3.2 Planning Committee

To receive minutes of meetings on 6th and 20th November 2018

Attachment 3.2 i) Planning Minutes 6th November 2018

Attachment 3.2 ii) Planning Minutes 20th November 2018

3.3 Multi Use Track

A verbal report will be provided.

3.4 Forest of Dean Road Safety Group

J Richmond will provide a report on Automatic Number Plate Recognition (ANPR).

Attachment 3.4 ANPR

3.5 Highways Issues Report

The speed counter equipment ordered from GCC at a cost of £150.00 will be in use in Pillowell in January 2019.

Attachment 3.5 Highways Issues Report 24th October 2018

3.6 To receive a report on a GAPTC/FVAF Youth Provision

The Clerk attended a meeting with Dursley Town Council officers and members on Monday 26th November. A report will be attached to these council documents on 27th November.

3.7 Bream Early Learners

To consider the request for support from Bream Early Learners

Attachment 3.7 Bream Early Learners Correspondence

3.8 Boar

A report is provided in the Clerk's Report

Attachment 3.9 Clerk's Report

Also Attachment 3.9 Feral Wild Boar Working Group

And Attachment 3.9 Wild Boar GB Academic Study

And Attachment 3.9 European Landowners draft

3.9 To receive the Clerk's Report – Attachment 3.9 Clerk Report

3.10 To receive the Deputy Clerk's Report – Attachment 3.10 Deputy Clerk Report

4 FORTHCOMING DATES AND MEETINGS November 2018

Tuesday 4th December 2018 5.30pm: Planning Committee, WDC

Monday 10th December 2018 10.00am: Forest of Dean Road Safety Group, Newent Fire Station

Tuesday 11th December 2018 5.30pm: Finance & Staffing Committee: Grant Criteria, WDC

Wednesday 12th December 2018 7.00pm: Forest Edge (South) NDP, Pillowell Village Hall

Tuesday 18th December 2018 5.30pm: Planning Committee, WDC

Tuesday 8th January 2019 5.30pm: Planning Committee, WDC

Wednesday 16th January 2019 10.00am: Highways Issues, WDC

Tuesday 22nd January 2019 5.30pm: Planning Committee, WDC

Wednesday 30th January 2018 7.00pm: Parish Council meeting: Planning Committee, WDC

THIS MEETING MAY BE RECORDED – AUDIO OR VIDEO

- 1 The Public Open Forum is designed to give electors the opportunity to make representations to the Council or to ask questions. It takes place before the formal meeting of the Council.
- 2 The time allocated to the whole period of the open forum is 30 minutes.
- 3 Whether your attendance is part of a deputation or as an individual, the spokesperson will be invited to put the case with a maximum time limit of 10 minutes. Follow up speakers will be allowed 5 minutes in total.
- 4 The Chairman will decide whether he can advise the deputation immediately or if he needs to sound out members and/or consult the Clerk. The Chairman will then inform the deputation what action the Parish Council intends to take.
- 5 The initial response by the Council will be to establish if the matter is something which the Council should be involved in as a matter of public interest or is a private matter for the electors to deal with themselves.
- 6 What the Council may not be able to do at this initial stage is to attempt to solve the actual problem itself. What the Council will do is to decide the best method to deal with the problem and this can take several forms as follows –
The Council can decide -
 - (i) The degree to which the Council can act as advocate on behalf of the individual or group of electors.
 - (ii) To refer the matter to a Committee of the Council for action.
 - (iii) To place the matter on a future Parish Council agenda.
 - (iv) To instruct the Clerk to make further enquiries or conduct correspondence on behalf of the deputation or arrange meetings as considered necessary.
 - (v) If the matter is already on the Council agenda the Chairman will invite electors to make any points they feel are relevant with regard to the agenda item. The deputation can then remain and listen to the debate in Council
 - (vi) If, during the formal meeting, the Chairman feels that the deputation has information which will be useful to the Council, the Chairman with the agreement of members can invite a spokesperson to address the Council.