

WEST DEAN PARISH COUNCIL

MINUTES OF A MEETING OF WEST DEAN PARISH COUNCIL
HELD AT YORKLEY COMMUNITY CENTRE ON WEDNESDAY 24th April 2019

PRESENT:

WDPC COUNCILLORS P Hiatt (Chairman)

M Costley	S Crick
B Evans	P Dunford
S Freeman	B Freshwater
B Gayler	A Moore
D Oliver	J Pemberthy
J Richmond	C Smith

D Kent (Clerk) and P Jones (Deputy Clerk) were in attendance

COUNTY COUNCILLOR: R Boyles

DISTRICT COUNCILLOR: A Grant

MEMBERS OF THE PUBLIC: 2 present

PUBLIC FORUM

A member of the public, resident in Sling, made a complaint about nuisance emanating from an industrial site close to his home. He complained of generator noise, often 24 hours a day 7 days a week, persistent diesel fumes and constant heavy vehicle movements at the site which were severely impacting his quality of life as well as being a health hazard. He also advised that apparently unsupervised children were playing at a potentially dangerous site. The site owner would not respond to attempts to contact him.

Councillors advised that Chris Ball, Environmental Health Officer for the District Council was aware of the situation. Actions agreed by Council were that on behalf of the Council the Clerk would write to Chris Ball emphasising the importance of the issue, while the Chairman would raise the matter with the District Council in his role as District Councillor.

County Councillor R Boyles delivered a comprehensive report on County Council business, which is attached as an appendix to these minutes.

District Councillor A Grant did not deliver a report, but thanked WDPC for its support over the 4 years of the term of the District Council, and was in turn thanked for his work on local issues over that time.

1: Council formal business

1.1 Apologies – T Gwilliam and F McGuinness (WDPC) and C McFarling (FODDC)

1.2 Declarations of Interest: P Hiatt as FODDC Cabinet member in respect of item 2.4 (Five Acres)

1.3 Minutes of the Previous Meeting (27th March 2019) – The minutes were approved.

2. Matters for discussion and actions or decisions

2.1 Yorkley Court Farm

No report

2.2 Finance and Staffing (this item was taken out of sequence)

i) The February 2019 payments and credit card transactions were received.

ii) It was agreed that, in view of the early May Council meeting, that the May and June financial inspections should be merged together and held at some time in June.

iii) It was advised that the April Financial Inspection was satisfactorily conducted by P Hiatt.

iv) It was agreed that a payment of £84.99 should be reimbursed to Mr Bob Harris for the purchase of a wheelbarrow for the Berry Hill Orchard.

v) It was agreed that a standing order of £42.00 per month in favour of Wildin Professional be set up for the provision of payroll services.

2.3 Finance & Staffing Committee

i) The minutes of the meeting on 11th April were received.

ii) It was agreed that the funds made available by 2018-19 underspends and the availability of contingency funds which were released as Council does not now have to bear the costs of contested elections should be retained for contingency use and 2019-20 budgets should be reviewed during the autumn budget setting session.

iii) It was agreed that a budgetary allocation of £2,000 be set up for maintenance of the ex-BT telephone kiosks (see also item 2.8 below).

iv) The recommendations from the Committee in respect of officer appraisals were accepted. These involved the development of an appraisal policy and training for those officers and members who would be conducting these appraisals.

2.4 Five Acres

No report

2.5 Multi Use Track

It was noted that Dean Forest Railway appeared to be more approachable on the subject of shared spaces between Lydney and Whitecroft. Mr W Barnett, who is a member of the Parish Council's Forest Edge South NDP team, was the new DFR Chairman.

B Freshwater reported that a recent walking survey of the railway route had shown that there was sufficient width of track beside the railway line to permit a multi use track within national rail regulations. It was also clear that fencing along the route was in many areas poorly maintained or missing.

2.6 Council Project Management

It was agreed that there was a problem with council's management of projects, as some appeared to be drifting and allocated funds were not being taken up.

It was agreed that when the new Council was in place, councillors would be encouraged to declare which areas of Council activity they were interested in, and to get involved with those projects. It would be necessary to take stock of the status of existing projects.

2.7 Parkend Road, Bream, Footpath Issue

A verbal report by P Hiett was presented. In view of legal confidentiality details of legal advice given to residents could not be disclosed publicly, but the Chairman and the Clerk assured Council that the matter was being satisfactorily dealt with.

2.8 Former BT Telephone Kiosks

i) It was agreed that community involvement should be sought by advertising in the newsletter and other media for ideas for the future use of these amenities.

ii) It was agreed that a small working committee should be set up to oversee this. (M Costley would be one of the members).

iii) B Freshwater would check on the status of all kiosks.

iv) It was agreed that the Creative Canopy proposal to investigate the kiosks for artistic purposes should be encouraged.

2.9 Youth Engagement

i) It was agreed that an award of 5% of Council's precept (i.e. £7,830) would be provided to fund the youth project worker position, for which recruitment by FVAF was underway. It was agreed that there should be a process built into the employment of the worker to ensure that there were measurable outcome of the appointment, and that the focus of the appointed worker would be on the parishes contributing to the youth worker's salary.

The Clerk would take up with Play Gloucestershire the arrangement that County Councillor R Boyles had arranged for funding youth based activities during the summer.

2.10 Portable Events Shelters/Marquees

No progress

2.11 Christchurch School Honours Board

It was agreed that an allowance of £400 (including a payment of £278 to Roman Glass for a tough protective cover) would be made to refurbish the board, protect it and transport it to its designated space at Berry Hill Primary School.

2.12 Speed Camera Evaluation Project (SCEP)

J Richmond presented a detailed project plan based on a questionnaire to be sent out to all Parish and Town Councils (developed with input from the Gloucestershire Association of Parish and Town Councils) in Gloucestershire on road safety issues.

The questionnaire would be distributed to all parish and town councils in Gloucestershire for completion, followed by data analysis.

It was agreed that in view of the disproportionate size of some Town/Parish Councils (including WDPC), where there may be many highway sites of concern, it was agreed that questionnaires should be made available for all wards within Parish/Town Council areas.

2.13 Councillor Vacant Positions

It was agreed that the Clerk would begin the process of advertising for the 3 vacant councillor positions (to be filled by co-option) immediately after the council elections on 2nd May 2019.

2.14 Retiring Councillors

The Chairman thanked retiring Councillors, especially F McGuinness and S Freeman, with whom had worked for many years at West Dean Parish Council, for their work for WDPC. In turn, S Freeman and J Pemberthy made personal statements about their service with West Dean Parish Council.

Part 3: Items for information

Councillors to **Receive and Note**

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

The Clerk provided a report, advising of the forthcoming community consultation days at Parkend, Yorkley and Whitecroft.

3.2 Planning Committee

The minutes of meetings on 2nd and 16th April were received.

3.3 Highways Issues Report

Received. All matters of immediate importance had been discussed during the Public Forum.

3.4 Sheep

The Chairman presented to the Council his letter of resignation from the Sheep Liaison Group.

3.5 Clerk's Report – received

3.6 Deputy Clerk's Report - received

4 FORTHCOMING DATES AND MEETINGS May 2019

Monday 6th May 2019 7.00pm: NDP Consultation Dress Rehearsal

Tuesday 7nd May 2019 5.30pm: Planning Committee, WDC

Saturday 11th May 2019 11.00am to 4.00pm, NDP Consultation, Parkend Memorial Hall

Wednesday 15th May 2019 7.00pm: Annual Council meeting

Saturday 18th May 2019, 11.00am to 4.00pm, NDP Consultation: Yorkley Community Centre

Tuesday 21st May 2019 5.30pm: Planning Committee, WDC

Wednesday 29th May 2019 7.00pm: Annual Parish Assembly: West Dean Centre

The meeting closed at 21.52 hrs