



WEST DEAN PARISH COUNCIL

Dave Kent
Clerk to the Council

Clive Hooper (Locum)
Deputy Clerk

Parish Office
West Dean Centre
High Street
Bream
Glos.
GL15 6JW

Tel. Parish Office: 01594 564484 (9.00am – 4.00pm)
Email: admin@westdeanpc.org.uk
Web site: www.westdeanpc.org.uk

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COUNCIL AGENDA

I summon all members to attend the on-line Annual Meeting of West Dean Parish Council to be held on Wednesday 29th July 2020.

This meeting will be open to a maximum of 3 members of the public. Any member of the public wishing to attend must provide details of contact telephone and email address to the Clerk by 2.00 pm on the day of the meeting. The first 3 applicants only will be provided with access to the on-line meeting. Members of the public may submit written statements which may be considered (but not debated) by Council. Such statements must be sent by email to the Clerk by 2.00pm on Monday 27th July. Please note that there will be no Public Forum, and that interventions from the public will not be permitted.

PLEASE NOTE THAT THIS MEETING MAY BE AUDIO OR VIDEO RECORDED

Yours sincerely

Dave Kent
Clerk

THERE WILL BE NO PUBLIC FORUM

1. Council formal business

1.1 Apologies

1.2 Declarations of Interest

1.3 Minutes of the Previous Meeting – Council to confirm and authorise for signature the minutes of the meeting held on 24th June 2020 - *Attachment 1.3*

1.4 Co-option of Councillor for Bream ward vacancy

Council to confirm arrangements for filling Councillor vacancy
Attachment 3.4 Clerk's Report Item 12

1.5 To review the conduct of on-line Council meetings and to consider any changes required.

2. Items for discussion and decision

2.1 Coronavirus Emergency

i) To receive reports on community action

Attachment 2.1 i) Community Action report

ii) To consider report on the re-opening of the West Dean Centre

Attachment 2.1 ii) West Dean Centre

iii) To consider report on the re-opening of Council play parks

Attachment 2.1 iii) Opening Council Play Park Re-opening

iv) To consider report on the re-opening of Council play parks

To consider any other matter requiring Council approval in respect of the Covid 19 emergency

Attachment 2.1 iv) To be circulated before the meeting

v) To consider awards or events to celebrate responses to Covid 19 emergency

2.2 Finance and Staffing

i) To note the minutes of the Finance & Staffing Committee meeting 16th July 2020.

Attachment 2.2 i) F & S Minutes 16th July 2020

ii) Annual Governance and Accountability Report: to approve the *Annual Governance and Accountability Return (AGAR) Governance Statement*

iii) Annual Governance and Accountability Report: to approve *Annual Governance and Accountability Return (AGAR) Accounting Statements*

iv) To authorise July 2020 electronic payments

Attachment 2.2 v) July 2020 payments for approval

v) To note other July payments

Attachment 2.2 vi) July 2020 other payments

vii) To appoint 2 signatories for July electronic payments.

vii) To appoint two councillors to conduct the August 2020 Financial Inspections.

viii) To consider the attached proposal for West Dean Centre Exterior Woodwork and The Gosling Kitchen Refurbishment.

Attachment 2.2 viii) West Dean Centre refurbishment

ix) To approve the staff appraisal process as recommended in the attached minutes of the Finance & Staffing Committee

Attachment 2.2 i) F & S Minutes 16th July 2020

x) To approve the recruitment process for the Deputy Clerk position as recommended in the attached minutes of the Finance & Staffing Committee.

Attachment 2.2 i) F & S Minutes 16th July 2020

xi) To consider payment of additional hours worked by Clerk

Attachment 2.2 xi) Clerk's hours

xii) To consider payment of additional hours worked by Deputy Clerk

Attachment 2.2 xii) Deputy Clerk's hours

2.3 Climate Emergency/Village Veg Report

Council to note the attached report.

Attachment 2.3 Climate Emergency Report/Village Veg Report

2.4 Planning Enforcement

Council to consider issues at Yorkley, Clements End, Whitecroft and Sling following the lack of progress in enforcement matters.

Council to review process of allocation of planning applications to councillors.

Attachment 3.4 Clerk's Report Items 2 and 8

2.5 Yorkley Court Farm

Council to consider any action in the light of the lack of development of a programme for the dispersal of Solar Farm S106 moneys for the benefit of the local Community.

Attachment 3.4 Clerk's Report Item 2

2.6. Stowe Quarry, Newland Parish

Attachment 3.4 Clerk's Report Item 3

2.7 Chairman's Items

Verbal report.

3. Items for information - Councillors to Receive and Note

3.1 Forest Edge South (formerly Pillowell) Neighbourhood Development Plan

To receive a report.

Attachment 3.1 NDP Report

3.2 Planning Committee

To note recent observations on planning applications submitted to the District Council under delegated powers

Attachment 3.2 Planning Committee Report

3.3 Dean Forest Greenway (Multi Use Track Lydney to Parkend)

To receive a report on progress

Council requested to grant delegated financial powers to a committee of 3 councillors to take essential urgent decisions

Attachment 3.4 Clerk's Report Item 4

3.4 Clerk's Report

Attachment 3.4 Clerk's Report

3.5 Deputy Clerk

To receive a report from the Deputy Clerk

Attachment 3.5 Deputy Clerk's Report

4. FORTHCOMING DATES AND MEETINGS

Wednesday 26th August 2020 – 7.00 pm Parish Council Meeting – Expected to be on-line

Governance Committee Meeting – to be arranged

Annual Parish Assembly: to be arranged when safe and legal to do so

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