



WEST DEAN PARISH COUNCIL

Dave Kent
Clerk to the Council

Clive Hooper (Locum)
Deputy Clerk

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24th

COUNCIL AGENDA

I summon all members to attend the on-line Annual Meeting of West Dean Parish Council to be held on Wednesday 30th September 2020.

This meeting will be open to a maximum of 5 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 28th September 2020. 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 26th August 2020

Attachment 1.3 Minutes 26th August 2020

1.4 Co-option of Councillor for Bream ward vacancy

Council to consider the attached application for co-option as a Parish Councillor to fill the vacancy position in the Bream ward.

Attachment 1.4 Application Co-option

1.5 To review the conduct of Council meetings during the current emergency and to consider any changes required.

2. Items for discussion and decision

2.1 Coronavirus Emergency

i) To consider a report on the re-opening of the West Dean Centre and Council's open areas, play parks and other assets.

See Deputy Clerk Report and Attachment 3.5 iii) Bream Councillor Report

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

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

2.2 Finance and Staffing

i) To authorise September 2020 electronic payments

Attachment 2.2 i) September 2020 payments for approval

ii) To note other September payments made by standing order or direct debit

Attachment 2.2 ii) September 2020 other payments

iii) To appoint 2 signatories for September electronic payments.

iv) To appoint two councillors to conduct the September 2020 Financial Inspections.

v) To receive a verbal report on the Financial Inspection conducted on 28th September 2020

vi) Staff Salaries

To consider recommendations following staff appraisals

Attachment 2.2 vi) Staff Appraisal Clerk

Attachment 2.2 vi) Staff Appraisal Deputy Clerk

Attachment 2.2 vi) Salary Report

Attachment 2.2 vi) Pay Scales

Attachment 2.2 vi) Salary Projections

2.3 Climate Emergency/Village Veg Report

Council to note the attached report.

Attachment 2.3 Climate Emergency Report/Village Veg Report

Attachment 2.3 Pic

Attachment 2.3 Pic 2

2.4 Yorkley Court Farm – Situation update

Attachment to be provided if available

Yorkley Court Solar Farm Section 106 Moneys

To note report:

Attachment 2.4 Solar Farm S106 fund (to be circulated following meeting 28th September 2020)

2.5 Grant Award Process: Gentian Bream Fund

No progress to report

2.6 Budget 2021-22

To consider selecting a date and structure for the annual budget setting meeting

Attachment 2.6 Budget Setting – Annual meeting

2.7 Scarr Bandstand

To consider support for the Planning application to construct an acoustic canopy at the Bandstand site.

Note that the acoustic design was carried out with financial support from WDPC, which also helped in the preparation of the architect's report

Attachment 2.7 Scarr Report

2.8 Newsletter

To consider:

i) Content

ii) Advertising

iii) Distribution

2.9 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 the schedule of responses to planning applications

Attachment 3.2 i) Planning Application responses

To note response to the outline application for development at the former 'Pin Factory' site at Whitecroft

Attachment 3.2 ii) Pin Factory Development - Planning Observations

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

To receive a report on progress, including land ownership issues

Attachment 3.3 Dean Forest Greenway Report

3.4 Speed Management Project

Attachment 3.4 Committee report

3.5 Reports on Council Estate

Attachment 3.5 i) Energy Saving Lighting at the West Dean Centre

Attachment 3.5 ii) Playing Field at Five Acres

Attachment 3.5 iii) Bream Play and Youth Facilities

3.6 Clerk's Report

To receive a report from the Clerk

Attachment 3.6 Clerk's Report

3.6 Deputy Clerk

To receive a report from the Deputy Clerk

Attachment 3.7 Deputy Clerk's Report

4. FORTHCOMING DATES AND MEETINGS

Date to be decided - Budget Setting Meeting for all Councillors

Wednesday 28th October 2020 – 7.00 pm Parish Council Meeting – Expected to be on-line

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

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