



WEST DEAN PARISH COUNCIL

Dave Kent
Clerk to the Council

Clive Hooper
Deputy Clerk

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

Tel. Parish Office: 01594 564484 (9.00am – 1.00pm)

Email: admin@westdeanpc.org.uk

Web site: www.westdeanpc.org.uk

M

Pre

COUNCIL MINUTES

WDPC COUNCILLORS: B Freshwater (BF), A Grant (AG), A Moore (AM), P Duntford (PD), B Evans (BE), S Yeates (SY), A Bruce (AB), B Gayler (BG), S Francis (SF), D Oliver (DO), A Sumners (AS), S Crick (SC), M Costley (MC) and J Dale (JD).

District and County Councillor R Boyles

District Councillor P Hiett

Member of the Public S Freeman

D Kent (Clerk) and C Hooper (Deputy Clerk) were in attendance

PUBLIC FORUM

S Freeman spoke in respect of the Dean Forest Greenway Project (Item 3.3 below). She explained her role in the Dean Forest Greenway project in negotiating with landowners along the proposed track. She advised that the planning application as prepared by Greenways and Cyclerroutes, the Council's project consultants, should be presented for approval soon.

District Councillor P Hiett advised that the Local Plan was available for consultation, and presented information on the Five Acres Project including leisure provision, Community Grants, the response to Covid 19 and 'Holiday Hunger'

County Councillor R Boyles described the County Council provision for young people in the current emergency period.

COUNCIL FORMAL BUSINESS

1.1 Apologies were received from:

J Richmond

District Councillor D Wheeler

District and County Councillor C Alloway Martin

1.2 Declarations of Interest

None received

1.3 Minutes of the Previous Meeting – The minutes of the meeting on 30th September 2020 were accepted as a true record to be signed by the Chair as soon as is feasible.

3.3 Dean Forest Greenway (taken out of sequence)

BF explained that a forthcoming meeting would be held to consider approaches that had been made to various landowners on the proposed route. He explained that 'comfort letters' from landowners, in which an intention to engage with the Council over the transfer of necessary land would be declared, was necessary for Council to have confidence that the proposed route was viable. It was hoped that any issues would be resolved soon.

Standing Orders were suspended to allow S Freeman to make a statement.

656

She explained something of the history of the project and that it was essential that a planning application, as prepared by Greenways and Cycleways, was submitted to the District Council soon to keep the momentum of the project going.

After Standing Orders were resumed, it was resolved by a majority of 4-3 of those voting that Letters of Comfort would not be required before the planning application as drawn up was presented to the District Council for approval.

It was agreed that after an informal meeting of representatives of the steering committee to consider the recent negotiations with route landowners, to be held on 30th October 2020, a meeting of the full steering committee would be held as soon as possible to confirm, if satisfied, the acceptance of the planning application and to agree its submission to the planning authorities for approval.

1.4 Meeting Protocols

The Deputy Clerk presented various options in respect of hybrid and virtual meetings.

It was agreed that the various options suggested would be fully explored and presented at the following meeting, noting that any decision made at the following meeting could not be implemented until the following meeting, which would not be held until 27th January 2020.

It was noted that protocols for the management of meetings would be required to control and manage the admission of people to the meeting and identifying persons wishing to speak on screens or in person while conducting the usual formalities of a council meeting.

The Deputy Clerk would prepare a report for the next Council meeting.

2. Items for discussion and decision

2.1 Corona Virus Emergency

This matter had been considered in Item 1.4 above

2.2 Finance & Staffing

i) The electronic payments for October 2020 as presented were approved.

ii) The automatic payments for October 2020 (standing orders and direct debits) were noted.

iii) PD and BG were appointed to provide the electronic authorisations for October 2020 bank payments.

iv) and v) JD and SC would conduct the Financial Inspections for October (which had not yet been prepared) and November.

vi) Following the recommendation by the Deputy Clerk, the tender for replacing the flooring in the WDC café, submitted by Mike Burris Flooring, £2164.80, was accepted.

vii) In respect of the maintenance of Council play parks, it was agreed that local councillors would consult with local residents to consider remedial or improvement work necessary in the light of anti-social behaviour occurring at the sites.

It was agreed that Greenfields of Churcham should be awarded the contract to maintain Council play parks at £1,326 pa.

It was agreed that £2,000 would be allocated for a high fence to protect local residents from balls from the Crow Ash park, if this was identified by local councillors as a worthwhile improvement.

657

viii) It was agreed that the Council's budget, precept demand and reserves projection as submitted would be approved.

The precept demand for 2021-22 would be £167,643.00, identical to the current year, although with the new tax base for the district the amount payable by local Council Tax payers was likely to be slightly smaller.

The budget provided for reserves of £84,766.46 to be available at the end of the 2021-22 Financial year, which is 50.5% of the precept, over the 45% required in Council's Financial Regulations.

ix) West Dean Centre Finances

It was agreed that the West Dean Centre finances should be scrutinised by the West Dean Centre in the same way that the Parish Council were scrutinised. Surplus funds at the end of each year would be transferred to restricted reserves for future major repairs/replacement of the Centre.

x) Winter Grants 2020

The grant awards as recommended by the Finance & Staffing Committee were approved, with 2 awards withheld until further information had been supplied.

xi) 2021-22 Budget

Already considered in item 2.2 viii) above

2.3 Climate Emergency/Village Veg

The Biodiversity Declaration, as submitted, was approved.

West Dean Parish Council pledges to:

1. Declare a 'Biodiversity Emergency'

2. Aim to incorporate protection, promotion and connection of biodiversity into the Council's activities, considerations and decisions

3. Actively promote the safeguarding and improvement of the natural environment

4. Align our biodiversity considerations and decisions with those related to our Climate Emergency Declaration

5. Where possible work with other councils and organisations (locally, nationally and internationally) to determine and implement best practice methods.

Action Plans were to be drawn up, all councillors invited to contribute and join the Steering Group. Councillors to express their interest by advising the Clerk.

2.4 Grant Award Process: Yorkley Court Farm S106 Funds Group

A brief report was provided on the progress of the application process.

At this point, 2½ hours having elapsed since the start of the meeting, Council resolved to extend the meeting by 45 minutes.

2.5 Crossing Cottage, Pillowell

BF provided a report, on an issue on the status of a path at the rear of Crossing Cottage, Pillowell.

It was resolved that, in the light of property deeds dated 1981, that a path with public access rights existed at the back of the property. The Clerk would investigate further, present the 1981 documents to the householder, and request that the path is re-opened.

2.6 Newsletter

It was agreed that Councillors would seek other organisations in their area to distribute the newsletters.

2.7 Bream Youth Report

The Deputy Clerk reported that a meeting would be held to discuss this issue with local youth workers and organisations at Bream Sports Club on 4th November 2020.

658

2.8 Fallen Tree Damage to Council Bus Shelter at the Barracks, Moseley Green.

BH reported that a Forestry England tree has fallen and demolished a disused Council bus shelter at Moseley Green. Forestry England had agreed to clear the damage and remove the tree.

2.9 Parish Floral Display Awards.

It was agreed that a working committee be set up in January to consider making grant awards. Councillors were invited to join the committee.

Publicity would be provided on the web site and through the newsletter.

Biodiversity and wild flowers would be considered as criteria for awards.

2.10 Chair's Report

Already covered in previous items

3.1 Neighbourhood Development Plan

It was reported that consultants had been appointed at a cost of £10,000

3.2 Planning

It was noted that an extension until 20-th November 2020 had been granted for observations to Planning application P1583/20/FUL to be submitted

3.3 Dean Forest Greenway

The matter had been considered earlier in the meeting.

3.4 Speed Reduction Strategy Group

It was reported that JR was seeking costings for the erection of highways-compliant posts to hold WDPC speed recording devices.

3.5 No Clerk Report was Presented

3.6 Deputy Clerk's Report

- i) The lighting quotes for the West Dean Centre as presented and recommended by the Deputy Clerk were approved.
- ii) It was agreed, as proposed, that vehicular access to the Council's Five Acres Sports Fields should be provided. A maximum of £6,500 was allocated for the scheme, although it was hoped that a lower quotation for the work would be provided. Forestry England and Gloucestershire County Council had been consulted about access safety and access rights.
- iii) A meeting had been arranged for the FVAF youth worker, Bream Councillors with Bream Sports Club in respect of re-siting the 'Mud Park' youth shelter at the village Sports Club. The transfer of responsibility for the 'Mud Park' from the Parish Council to the District Council was under consideration.

The meeting closed at 9.56 pm

The next meeting would be held under agreed Council protocols, at 7.00 pm, Wednesday 25th November 2020.