



WEST DEAN PARISH COUNCIL

Dave Kent
Clerk to the Council

Clive Hooper
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COUNCIL MINUTES

675

Meeting Date: 28th April 2021

Location: Video Conference

Present:

WDPC COUNCILLORS: S Crick (SC) (Chair), A Grant (AG), A Moore (AM), P Dunford (PD), B Evans (BE), S Yeates (SY), A Bruce (AB), A Sumners (AS), B Gayler (BG), S Francis (SF), M Costley (MC), J Richmond (JR) and S Dunford (SD).

COUNTY COUNCILLOR: R Boyles

DISTRICT COUNCILLOR: D Wheeler (DW)

Members of the Public: B Freshwater (BF), K Carpenter-Richards, E Highfield, A Darke (AD), D Worthington (DW) and J Johnson (JJ)

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

PUBLIC FORUM

DW and JJ reported the issue relating to footpath maintenance charges imposed on residents of Parkend Road, Bream by Two Rivers Housing in respect of covenants on their properties. These charges were contested by residents, and required legal intervention. The matter would be referred to the next meeting of the Finance & Staffing Committee.

BF noted that the issue relating to the footpath behind Crossing Cottage, Pillowell, had not been included in the meeting's agenda, and was assured that it would appear in the agenda of the following meeting.

Planning enforcement issues at Crossing Cottage, Lydney Road Yorkley and Yorkley Court Farm were reported by members of the public. The Clerk, in consultation with PD, DW and AM would bring these matters up with FODDC Planning, which it was noted was seriously under resourced.

AD reported that hedgerows at Yorkley Court Farm had been eroded. Council to investigate and refer to SY.

A planning issue at Parkend Club had been referred to AG.

It was noted that a proposed housing development in Sling would improve a derelict area.

AD announced to formation of a 'Routes Community Lands Trust', which would be invited to make a presentation at the Annual Parish Meeting discussed in Item 2.1 i) below.

COUNCIL FORMAL BUSINESS

1.1 Apologies were received from:

J Dale (JD) and D Oliver (DO), and P Hiett (FODDC)

1.2 Declarations of Interest

None made

1.3 Minutes of the Previous Meeting – The minutes of the meeting of 31st March 2021 were accepted as a true record, except that the heading for Item 8 had not accurately recorded the name of the Pillowell charity that the item referred to. This would be corrected.

2. Items for discussion and decision

2.1 Corona Virus Emergency

i) Parish Meeting

It was agreed that the Annual Parish Meeting would be held on 19th May 2021, as a physical meeting in the Eales/Gosling room at the West Dean Centre, and would be subject to Covid restrictions. Consideration would be given to providing a streaming service to persons unable or unwilling to attend in person.

ii) Future Council Meetings.

It was noted that virtual meetings would not be permitted after 6th May 2021. However, there was no reason why meetings should not be streamed to remote observers, who would be unable to participate. Council would respond to an opportunity to present its views on the future conduct of parish council meetings by 17th June 2021. Councillors were requested to submit their views to the Clerk to be presented to be assembled for presentation to council at the next meeting, for a corporate response to be prepared and submitted.

iii) Progress in re-opening the West Dean Centre.

The Deputy Clerk delivered a report. The Centre would be open to users under Covid restrictions from 17th May 2021. It was hoped that most groups would return, although some would not do so until after the summer break. The Deputy Clerk was to discuss with a Clinical Group the possibility of the Centre's use as a Vaccination Centre. Any such use would not impact any other Centre user.

2.2 Finance & Staffing

i) The schedule of electronic payments for April 2021, as presented to the meeting, were approved..

ii) AG and JR were appointed to provide the electronic authorisations for the April 2021 bank payments.

iii) It was noted that SD and SF had conducted a satisfactory financial inspection of documents and bank statements to February 2021 by remote technology.

iv) The May financial inspection would be conducted by AB and SC, which would bring the process up to date.

v) It was resolved that Kim Carpenter-Richards, the incoming Deputy Clerk, would be enrolled on the Local Government Pension Scheme.

vi) The Induction programme for the incoming Deputy Clerk was noted.

It was agreed that the summer grant awards as documented would be advertised with the timetable as scheduled.

2.3 Dean Forest Greenway

i) Expenditure of £7,282.80 for necessary surveys was approved. It was noted that this was higher than the £5,000 already approved, but as the payment included reclaimable VAT and some non-survey items. It was hoped that the forthcoming grant from the District Council would cover all future pre-planning expenses.

ii) The Terms and Conditions for the Grant of £55,000 from the District Council were approved for signature.

iii) The bid of £1.6 million from the government 'Levelling Up Fund' through the District Council was noted.

2.4 Climate Emergency/Village Veg

A Village Veg event in Cinderford was reported.

It was agreed that official Village Veg events would be covered in Council's insurance schedule.

2.5 Speed Management

JR provided a verbal report.

He advised that 2 VAS devices had been ordered, and their locations would be circulated to members. The response to Council's request to the County Council was reported to be unsatisfactory.

In response to advice from SD about cyclist safety, it was agreed that the Clerk would request road signs warning traffic of cyclist safety from the Police & Crime Commissioner. It was suggested that blue was not the best colour for such signs.

The grant of £1,000 from the Police & Crime Commissioner's fund was reported.

2.6 Governance Committee

The minutes of the meeting on 15th April 2021 were received.

It was noted that a considerable amount of work would be required to bring all policy documents up to date and to continue to keep them under review.

SF had compiled a manual of existing policies.

Outstanding work included:

i) Revising and modernising Standing Orders, to promote good practice and mediation as a means of resolving issues

ii) The following documents were to be revised or introduced:

Code of Conduct

Health & Safety

Equal Opportunities

Lone Working

Data Protection

Terms of Reference for each Council committee, to be reviewed by the Committee Chair

Climate Emergency

2.7 Planning Committee

This matter was considered in the light of decisions taken in agenda Item 2.1 ii) above.

It was agreed that physical meetings would resume after 17th May 2021.

Future Planning Committee meetings would consider SY's detailed historical knowledge of heritage matters to be taken into consideration in scrutinising planning applications.

2.8 Council Web site and Face Book Page

It was resolved that this matter should be considered with the new Deputy Clerk.

2.9 Chair's Report

No report was delivered

3.1 Neighbourhood Development Plan

Minutes of a meeting held on 26th April 2021 were received.

SD provided a brief report.

3.2 Dean Forest Greenway

Progress was noted

3.3 Gention Awards

The Clerk presented a report.

3.4 Clerk's Report

The Clerk's report was presented.

3.5 Deputy Clerk Report

The Deputy Clerk reported that the West Dean Centre was to be considered as an NHS vaccination centre. It was noted that their use of the building for this purpose would not affect Centre users. The Deputy Clerk was delegated with powers to arrange a suitable contract with the contractors. It was agreed that a community funded request to resite a Council ex-BT telephone kiosk into a safer position would be agreed.

The meeting closed at 9.30 pm.

The next Council Meeting would be held as a physical meeting, under Covid protocols, at the West Dean Centre, at 7.00 pm, Wednesday 26th May 2021, with consideration given to streaming the meeting to external observers.

The Annual Parish Meeting would be held at 7.00 pm on Wednesday 19th May 2021, at the West Dean Centre under the same protocols as above.