



WEST DEAN PARISH COUNCIL

Kim Carpenter

Clerk to the Council

Deputy Clerk

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FULL COUNCIL MINUTES

Number: 712

Meeting Date: 26th January 2022. Location: The West Dean Centre

PUBLIC FORUM – 7.00 pm to 7.30 pm

A member of the Canopy Arts Network presented a video montage of the Art Jab event held at the West Dean Centre during October 2021. This pilot event had enabled them to gain valuable experience about the running of this type of arts event which would help them in the future events planned for Cinderford, Newent and Lydney.

A brief roundup of the other events organised and supported by Canopy and their continued support for local artists to bring art to the wider community. They were also exploring the potential for a funding bin from the Arts Council for a post to undertake much of these activities.

West Dean Parish Council was thanked for its continued support.

A member of the public also presented a brief report about the parish council website and how they felt that things could be developed and improved to make the site more accessible, up to date and user friendly.

This report was welcomed by the council and the comments and recommendations would be reviewed and actioned as necessary. There was also information shared about the project reviewing the current website, its functionality and layout to update and improve its accessibility for residents.

Public Forum closed at 7:30pm

1. Council formal business

Present:

WDPC COUNCILLORS: A Grant, B Gayler, D Oliver, J Richmond, M Costley, S Yeates, P Dunford, A Bruce, B Evans, S Dunford, A Moore.

K Carpenter (Clerk) & P Holland (Deputy Clerk) in attendance

COUNTY COUNCILLOR:

A report had been submitted for circulation to the council prior to the meeting from Cllr Hoyland.

DISTRICT COUNCILLOR:

No report was available.

1.1 Apologies:

Were received from Cllrs S Crick, S Francis and J Dale

1.2 Declarations of Interest:

There were no declarations of interest.

1.3 Minutes of the Previous Meeting:

These were agreed and signed. Cllr Evans questioned the amended title for the chair of governance to include scrutiny and when this had been approved by council, the clerk added that this had been included on the agenda for the Governance Committee but this meeting had been delayed until February where this change in the terms of reference for the committee would be discussed.

1.4 Timing of Council Meetings:

This item had been requested by Cllr Costley as due to a change in working patterns was experiencing some issues with the timing of meetings. Cllr P Dunford agreed that there should be flexibility within the system to suit allow for working Cllrs to attend meetings.

Cllr Grant added that the most appropriate action was to liaise with the Chair of the committee to discuss timings of meetings, usual attendance and check room availability. Cllr Moore added that meetings between 4 & 7:30 were not suitable for his schedule.

The conversation led into a planning discussion about a development at Marian's Walk and the need for an extension to the response timeframe and the need to survey residents about the usage of a parcel of land near the site.

2. Items for discussion and decision

2.1 Dean Forest Greenway

This item was withdrawn from the agenda before the meeting commenced.

2.1 Coronavirus Emergency

No update was available currently.

The parish is still operating within current guidance and will continue to monitor the ongoing guidance and amend as required.

2.2 Finance and Staffing

The following items were discussed:

- i) January payments were approved on block by Full Council.
- ii) The electronic signatories will be Cllr Grant and Cllr Gayler with Cllr Richmond as a standby in issues arose.
- iii) The financial inspection was conducted by Cllr Crick and Evans. Cllr Evans reported that it was done differently under than previously with each line being checked, but all was found to be in order although there was some additional clarification needed for the October inspection.
- iv) The financial inspection for December/January will be undertaken by Cllrs Oliver and Evans.
- v) The budget for 2022/23 was agreed, Cllr S Dunford wanted it noted that the community grant fund was down to £30k but this would be reviewed throughout the year so that flexibility within the budget could be reallocated. There was also some discussion about the grant paid to the West Dean Centre with an action on the Clerk to explore the reasons and research the costs of the parish office. The precept of £180,176 was agreed by Full Council. This was a 2% increase on the previous year.
- vi) Full Council agreed to give the Clerk authority to issue the precept demand to FODDC, this was proposed by Cllr Richmond and seconded by Cllr Costley.
- vii) Cllr Grant spoke about the re-enactment of this public space protection order to control the sheep within Bream. The district council was asking if the parish would support this proposal and commit funding for this if it were to go ahead and this would be taken from the council reserves.

There was a debate about the merits of this PSPO against dealing with the root cause of the issue which would prevent sheep being left in the village boundary. Cllr Richmond suggested that a letter of comfort to FODDC from the parish council offering potential support for the PSPO requesting that a detailed proposal be submitted for consideration by the parish council should be sufficient for this to progress.

This prompted further debate about where the sheep would then roam if removed from Bream as the nearby villages were suffering similar issues to those being experienced in Bream, Cllr Gayler also added that sheep were now also being seen in Coleford and the town council might also consider being involved in something that improves this situation. Cllr Grant advised that Bream had been selected as the pilot area due to being able to prescribe the boundary of the village much more clearly than others, and the district would explore rolling this out into other areas if successful.

Cllr S Dunford supported this in principle but the parish needed to be very clear in its letter that a costed solution or proposal should be sent from the district council requesting a contribution for support which the parish could debate and consider.

Cllr Richmond proposed that a comfort letter be sent to FODDC regarding this PSPO, this was seconded by Cllr Evans and approved by full council.

2.4 Yorkley Court Farm

It was agreed that this item remain on the agenda as although very little is being done at Yorkley Court currently there is a need to keep up with the remedial works being undertaken at the site. A letter needs to be sent to FODDC requesting an update on this from the conservation consultant.

Cllr Evans added that the issues with the Clearwell Farm site and their proposed lifting of planning conditions were still being pressed by Newland Parish Council. The parish have written to the officer asking for copies of professional reports and certificates of mitigation, which is being considered when making the decision.

2.5 Governance

No meetings were held for the Governance Committee during December and January.

2.6 Planning

Cllr P Dunford reported on the planning committee meetings during December and January, there was little of consequence and nothing controversial so moved that the planning minutes were approved on bloc. This proposal was seconded by Cllr S Dunford and agreed by full council.

2.7 Climate Change Committee

Cllr Bruce reported back on the first Climate & Biodiversity Committee meeting held on 30th November 2021, this was a well-attended meeting with lots of constructive and thoughtful discussions about the various agenda items. The next meeting is scheduled for Tuesday 8th February and the timing of the meeting will be discussed with the Chair.

Cllr Grant spoke briefly about the work for a community garden behind Hughes Terrace, Parkend and suggested that for future reference it would be good to notify the ward councillor of any activity. Cllr S Dunford added that this was part of the BDP work covering Forest Edge South.

Cllr Moore presented an updated sheep fouling cleanse proposal from the district council and gave his reasons for bringing the proposal back to council, these being that it has a climate benefit with the material being composted locally rather than transported to a treatment facility and is complementary to the PSPO.

Several councillors raised the issue of this being part of the district council's responsibility in keeping the street clean. There were also some concerns raised about the cost associated with the cleansing services, the impact this would have on the office and the health and safety aspects of the service including the monitoring of the service. They felt that on balance there was more additional work for minimal gain, Cllr S Dunford added that the concept is good but there needs to be more thought and further detail presented to the council for discussion.

The council decided that this was not something they wished to pursue at this time.

2.8 Highways & Footpaths Committee

Cllr Richmond gave a brief report on the highway & footpaths committee meeting and asked the council to consider the purchase of two additional grit bins for The Crescent, Berry Hill with the funding coming from the highway budget, this was agreed by Council.

There was also an update on the vehicle activated sign pole installation, the Fancy Road, Parkend has been installed and two more were scheduled for installation the week of 7th February.

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There had also been a serious road incident on Park Road, Berry Hill and a speed survey would be requested for this location as another potential VAS site.

2.9 WDPC Play Parks

No report was presented.

2.10 Chairman's Items

There were no items from the Chair.

3. Items for information - Councillors to Receive and Note

3.1 Forest Edge South (formerly Pillowell) Neighbourhood Development Plan

A report had been submitted to the council prior to the meeting and was included in the agenda pack.

3.2 Clerks Report

- i) Cllr Gayler proposed and was seconded by Cllr Costley that GAPTC be appointed as the internal auditor and that the Clerk could commission these works – agreed by council.
- ii) Cllr Gayler proposed and was seconded by Cllr Richmond that three quotes would be sought for the removal of the moss from the West Dean Centre roof. This would enable the council to discuss and decide on any programme of roof maintenance later – agreed by council.
- iii) Cllr Gayler proposed and was seconded by Cllr Richmond that three quote be sought to consider the repair or removal of the chimney on the West Dean Centre, there will also be a requirement to check any proposed works with the district planning department due to the age of the building – agreed by council.
- iv) Cllr Richmond proposed and Cllr Oliver seconded that the Deputy Clerks training for play park inspections be approved for March 2022 – agreed by council.
- v) No formal decision was made but it was agreed that contact be made with community groups to establish a working group to co-ordinate Platinum Jubilee Celebrations within the parish. There was some brief discussion about the potential for commemorative mugs to be given to school children but there was no decision apart from the canvassing of local parishioner's opinions.
- vi) Although three quotes were sought after some time of chasing other supplier there was only one quote from a local company submitted. Cllr Richmond proposed and was seconded by Cllr Gayler that this quote be accepted and work commissioned – agreed by council with Cllrs Evans and Oliver being against due to the key holder being employed and the potential redundancy implications this may have.
- vii) A request had been made by a local resident for a memorial bench to be installed at Crowash playing field following the passing away of an elderly parent, their intention was to raise money for this through donations at the funeral. There was some discussion about the material of which the bench would be constructed with the preferred option being for wood, Cllr Richmond agreed to pass this information to the family and the placement of the bench was agreed by council.

3.3 Deputy Clerks Report

No report presented

The meeting closed at 21:30

4. FORTHCOMING MEETING TIMETABLE - February 2022

Planning Committee - 1st February 2022 at 5:30pm

Governance Committee – 8th February 2022 at 10:30am

Climate & Biodiversity Committee – 8th February 2022 at 5:00pm

Planning Committee – 15th February 2022 at 5:30pm

West Dean Parish Council – 23rd February 2022 at 7:00pm