



WEST DEAN PARISH COUNCIL

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FULL COUNCIL MINUTES

Meeting Date: Wednesday 28th September 2022
Location: The West Dean Centre
Present: Cllrs A Grant (Vice-Chair), B Evans, F McGuinness, M Costley, S Yeates, J Richmond, D Oliver, S Francis, S Dunford, J Dale, A Bruce, S Crick (Chair) & P Dunford
Clerks: K Carpenter

AGENDA No	ITEM/NOTES	ACTION
	Public Forum – opened at 19:00 A Parkend resident asked about the notification of cancellation of the Number 27 bus service by Stagecoach, this is the only route through the village which links Lydney to Cinderford, and the question was about alternative provision. GCC Cllr Hoyland added that an 'on demand' minibus service was in the process of starting which could be book 2hrs in advance but was unsure if concession cards could be used. She added that additional research would be done to understand this proposed provision and how it will operate. A member of the DFG steering group wanted to ask questions about an email sent on 25th September which withdrew a letter of support for the project. They were questioning the content of the email and the information it detailed. Cllr Crick, Chair, asked if they wanted this logged as a complaint for further investigation and response. Another resident wanted to discuss the DFG project and asked several questions, these being: • Have all the grant monies being spent and is there any outstanding bills or invoices? Cllr P Dunford confirmed that there was no work in progress that required payment and the Clerk also confirmed that no invoices have been received, no discussion about budgets or quotes for additional work had been received. Cllr P Dunford did add that a grant of £8k was being made available from GCC but this was for a specific task and surveys were required to identify all the crossings required with costings.	Cllr Crick

	• There was a question about the cost of the bridge proposed for above the railway at Norchard? Cllr Crick advised that the project was still awaiting feedback from planning. Cllr P Dunford reiterated his position on the excellence of the Greenways & Cyclerooutes team and that he trusted them implicitly with the council being supportive of this project. The resident requested that this be scrutinised as it could be a duplication of an existing route. • This raised a further question about the licences or comfort notes from some landowners not being in place and submitted with the application? This was following a discussion with the planning department and their advice that some licences were missing. There was a request for the Clerk to investigate this concern as consent cannot be given without these being in place and this was therefore a legal issue which requires a resolution. This should be scrutinised by the Governance & Scrutiny Committee with procurement around this project also being reviewed. Cllr Dale raised a point about the disruption and heartache that was being caused and everyone wants to see this done properly and were working to get this project through. Cllr Grant asked a question about which were missing, with this being confirmed as the FODDC and GCC land licences. • There was also a concern about the relationship with Lydney TC and the impact this may have on the project. Cllrs P Dunford responded that there was a repour with Lydney and that once this flagship project achieved planning consent the real work begins. Cllrs Crick thanked the resident for raising their concerns and these would be noted, and due process will be followed in responding to those concerns. GCC Cllr B Hoyland presented her monthly report, she apologised for its late arrival, but detailed the focus was on children's services and the need for more foster parents, which is a national issue and GCC are trying to tackle these issues. It was also focussed on highways, where the services of the length's men would be in Bream/Blakeney for a week in November and the longer the list of works the better, all to send suggestions to Cllr Hoyland. Cllr Grant raised a concern about the recent road safety survey and the lack of questions concerning transport, but the focus was on gender and equality data. Cllr Hoyland agreed to feedback this concern. There followed a debate about the impact that recent road works have had in the area and the lack of planning with other transport options also being unavailable due to work programmes. Cllr Hoyland advised that Gigaclear had a blank ticket from Government which allowed them to circumvent the normal road closure process and start works in an area immediately with little notice, which exacerbates the transport issues locally.	
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	Apologies were received from Cllr P Hiatt, therefore there was no FODDC update. The Public Forum closed at 19:40	
22091	<u>COUNCIL FORMAL BUSINESS</u>	
22091.1	Apologies Apologies for absence were received from Cllr B Gayler, who was suffering from long-covid and Cllr A Moore who was attending a District Council meeting.	
22091.2	Declarations of Interest There were no declarations on interest in any item contained in the meeting agenda.	
22091.3	Minutes of the previous meeting. The minutes of the previous meeting were agreed as being an accurate record once the following was included: `The statement given by Cllr Hiatt was quite lengthy of which a separate report has been kept.' Cllr Crick also thank Cllr Dale for Chairing the August meeting in his absence.	
22092	<u>ITEMS FOR DISCUSSION AND DECISION</u>	
22092.1	Financial Reports	
22092.1i)	To agree the September 2022 payment schedule totalling - £15,534.55 – this was agreed by resolution of the Council.	
22092.1ii)	To appoint two Councillors to undertake the authorisation of September payments – this was agreed as being Cllr Crick and Cllr Costley.	
22092.1iii)	To receive a report from Cllrs Bruce and Moore that the August financial inspection had been completed – Cllr Bruce advised the meeting that all was well in order and documented and the streamlining of documentation made it an easy process to go through. Council agreed by resolution to appoint Cllrs McGuinness and Grant to undertake the September financial inspection.	
22092.1iv)	The budget monitoring was received, and some had questions about the budgets and areas of overspend, Council was advised that the Finance & Staffing Committee were meeting on 14 th October at 11am and this was an agenda item for the meeting.	

22092.1v)	The Edge IT quotation was reviewed and there were questions about some of the units and their usage. It was agreed by Council that the Clerk would contact Edge IT for more information and a further breakdown of modules and a requote prior to approval.	
22092.2	Amenities Committee Cllr S Dunford proposed a motion to disband the amenities committee due to the need for this not being the best use of councillor's time. The West Dean Centre has its own committee, and the main contract was grass cutting which could be reviewed through either Governance or Finance & Staffing Committee. The motion was seconded by Cllr P Dunford and carried by resolution of the Council.	
22093	<u>ITEMS FOR INFORMATION – COUNCILLORS TO RECEIVE & NOTE</u>	
22093.1	Governance & Scrutiny Committee The minutes of the meeting held on 27th September were received by Council. Cllr Francis proposed that the Training & Development Policy be approved by Council, this was seconded by Cllr Richmond. Cllr Francis proposed that the Publication Scheme be approved by Council, this was seconded by Cllr Evans. The Council voted for these policies on bloc, and these were carried by resolution, with a correction to a spelling mistake being made before publication on the website. There followed a discussion on the draft Action Plan and a general agreement that more focus needed to be placed on environmental issues, but this was such an important document that more discussion would be needed to finalise for publication. Cllr Francis proposed and was seconded by Cllr Evans that this draft be accepted as a 1st version with more work required – this was agreed by resolution of the Council.	
22093.2	Planning Committee Cllr P Dunford gave a brief outline of the meetings and decisions made at planning committee held on 6th and 27th September and stated that there was nothing controversial at present. Additional information had been requested from the FODDC enforcement team, which had been forthcoming and now the senior officer needed to be sent Council meeting dates so he could attend to discuss enforcement processes in more detail.	

	There was also some discussion about small scale PV arrays and who at FODDC was responsible for permission. This was followed about a brief discussion about how the installation of solar panels could change the character of villages and that a field could then become a brownfield site, with potential for development, this also needs to be clarified.	
22093.3	Climate & Biodiversity Committee Cllr Dale thanked all for attending the meeting and advised all Councillor's to sign up for the GAPTC climate forum on 26th October. There was some brief discussion about the 'Dark Skies' proposal and how the consultation with residents was agreed. There was also some discussion about the local plan and the engagement being undertaken with the community. The next meeting will be held on 13th October at Pillowell Village Hall.	
22093.4	Forest Edge South NDP Cllr S Dunford gave a brief update on the progress of the NDP, which he was hopeful would be out for consultation in November 2022. They were planning events at Yorkley, Bream and potentially Whitecroft.	
22093.5	Chairs Items Cllr Evans raised a question about the AGAR, which had not been advertised for the required 30 working days. The Clerk confirmed that this was noted and would be actioned correctly next year. Cllr Costley raised the number of Remembrance Day wreaths purchased by the Council; an additional wreath is now required for Berry Hill Memorial Institute. This led into a discussion about the use of real flowers and the options to change. The Clerk was to explore the costs of this option with a local florist. The Clerk was asked to contact all councillors to confirm poppy wreath requirements.	
22093.6	Public Round-up This item was brought forward as Council wanted to discuss the last meeting in camera. The resident who had remained at the meeting stated that it was a great privilege to be able to attend the meeting but there was some difficulty hearing some councillor's due to their voices being low.	

22093.7	Chairs Item – In camera This discussion centred on the last meeting and dealt with elements of a confidential report which were discussed in the public forum.	
22094	Forthcoming Meeting Timetable –	

Oct-22				
Tues	4th October 2022	5.30pm	Planning Committee	West Dean Centre
Thurs	13th October 2022	7.00pm	Climate & Biodiversity Committee	Pillowell Village Hall
Friday	14th October 2022	11.00am	Finance & Staffing Committee	West Dean Centre
Tues	18th October 2022	3.00pm	Highways & Footpaths Committee	West Dean Centre
Tues	18th October 2022	5.30pm	Planning Committee	West Dean Centre
Weds	28th October 2022	7.00pm	Full Council	West Dean Centre

Nov-22				
Tues	1st November 2022	5.30pm	Planning Committee	West Dean Centre
Thurs	10th November 2022	7.00pm	Climate & Biodiversity Committee	West Dean Centre
Tues	15th November 2022	11.00am	Governance & Scrutiny Committee	West Dean Centre
Tues	15th November 2022	5.30pm	Planning Committee	West Dean Centre
Weds	30th November 2022	7.00pm	Full Council	West Dean Centre