



WEST DEAN PARISH COUNCIL

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FULL COUNCIL MINUTES

Meeting Date: Wednesday 27th October 2022
Location: The West Dean Centre
Present: Cllrs J Richmond, S Francis, S Yeates, G Gayler, S Crick (Chair), B Evans and P Dunford
Clerks: Ms K Carpenter, Mrs P Holland

AGENDA No	ITEM/NOTES	ACTION
	Public Forum started at 19:03 A member of the public was critical of Council's comments regarding the procurement of DFG reports. They also raised some observations and concerns with the meeting about the recruitment process for the handyperson and whether this was completed properly. There were also comments made about the Finance & Staffing meetings, which were from the previous year and has now been corrected, and the clerks requesting overtime pay and whether the staff costs could be justified. The Chair advised that concerns would be shared with the Finance & Staffing Chair for a response to the member of public. Cllr Evans spoke about the need for scrutiny to be an active for the council and it was confirmed that Governance & Scrutiny on 15th November would discuss putting this into action. Cllr P Dunford made the following public apology: On behalf of the DFG Steering Group, I would like to make a public apology to the owners of Doonaree, Mr Geoff Morris and Ms Karen Essex. In a recent freedom of information request the following questions were posed. 'Why were the owners of Doonaree the only people mentioned in the Full Planning Application Details opposing the route, despite other landowners not being in agreement with the proposed use of their land? West Dean Parish Council and the DFG Steering Group acknowledges the mistakes made in both the planning application and the ecological reports in the identification of your property as opposing the route. This box	

	should have contained wording that indicated that this was private land and that it was not a viable option for the route to take. West Dean Parish Council and the DFG Steering Group will ensure that any further identification of this parcel of land will be detailed as being in private ownership with no reference to the owners. The public session closed at 19:12	
20101	<u>COUNCIL FORMAL BUSINESS</u>	
22101.1	Apologies Apologies were received from the following: - Cllr A Grant – Working - Cllr D Oliver – Working/Night Duty - Cllr J Dale – Attending GAPTC Climate event - Cllr M Costley – Working/Conference, Norway - Cllr A Bruce – sick - Cllr A Moore – FODDC Council meeting - Cllr F McGuinness – working - Cllr S Dunford – Family emergency Apologies were also received from GCC Cllr B Hoyland and FODDC Cllr P Hiett	
22101.2	Declarations of Interest Cllr Crick declared an interest in the grant awards and the grass cutting tender. Cllrs Richmond and Yeates had declared an interest in Spikes & Shoes during the Finance & Staffing meeting where the applications were discussed as they did use The Hut as a training venue, but this no longer applies as they now use a sports hall.	
22101.3	Minutes of the previous meeting. The minutes of the previous meeting were agreed as an accurate record of the meeting, and this was agreed by resolution of the Council.	
22102	<u>ITEMS FOR DISCUSSION AND DECISION</u>	
22102.1	Finance & Staffing	
22102.1i)	The October payments were agreed with the addition of HMRC, Pension and Grant Awards to be added later being proposed by JR and seconded by SF, this was carried by resolution of the Council,	

22102.1ii)	The following councillors were appointed to authorise payments – WDPC – Cllr JR & SC, WDC - Cllrs PD & SC.	
22102.1iii)	The financial inspection was completed by Cllrs Francis and Crick for September, all was found to be fine with some minor rounding errors which have been corrected.	
22102.1iv)	Cllr Evans asked questions about the budget and any potential overspend, which were answered in a satisfactory manner.	
22102.1v)	The continuation of EdgeIT finance module was agreed by resolution of the Council. With the decision about the facilities module being devolved to the WDC Chair Cllr McGuinness and the Clerks to resolve.	
22102.1vi)	The following Grant Award allocations were agreed by Council: - Spikes & Shoes – this will be undertaken in an alternative manner. - FOD Allotments - £600 on proviso that wooden posts be used. - Ellwood FC - £4,000 - Bream FC - £1,250 to be held on account whilst club raises the other 50% of the funds. - FOD 1st Scouts - £1,000 - Bream Early Learners - £4,090 once clarification about alternatives to artificial grass options have been discussed. - Parkend Christmas Lights - £1,000 Cllr Richmond proposed that a formal letter be sent to the member of public stating that there had been no discussion about overtime payments or plans to make any such payments but a flexible method of bring hours under control of the staff be developed. This was seconded by Cllr Francis and agreed by resolution of the Council.	
22102.2	District & County Councillor Feedback Cllr S Dunford was not able to present his motion to Council. The item was discussed by those present who felt that currently there was no need to change. BE proposed that this remains as current but if information is to be given that is relevant to an agenda item that they be asked to report at that time or the item be brought forward on the agenda, this was agreed by PD.	
22102.3	Captains Green There was a brief discussion about this generous offer and PD proposed that this be accepted, this was seconded by BG and agreed by resolution of the Council. There was a proviso add that the Cllrs Dale, Bruce, and Moore be consulted to check their opinion.	
22102.4	Scarr Bandstand	

	The request from the Friends of Scarr Bandstand to purchase a tensile fabric structure canopy roof for the bandstand was proposed by BE and seconded by BG, this was agreed by resolution of the Council.	
22102.5	Cannop Ponds The request from the Chief Verderer to write to Forestry England to support the repair and retention of the dams at Cannop Ponds was proposed by SY and seconded by JR and agreed by resolution of the Council.	
22102.6	Grass Cutting the motion to incorporate an additional verge within the grass cutting contract was not agreed by Council. A further amendment was made by Cllr Gayler and seconded by Cllr Richmond this is to instruct the staff to check the ownership of this piece of land.	
22102.7	Warm Space The motion for Council to support a grant application of £10,000 to Warm this Winter was briefly discussed to support the establishment of Warm Spaces in community buildings. It was agreed by resolution of the Council to submit the funding bid. There was some discussion about the FVAF food mapping exercise and how this contributed to the work being done by FODDC's Cost of Living Crisis Committee and GCC.	
22103	<u>ITEMS FOR INFORMATION – COUNCILLORS TO RECEIVE & NOTE</u>	
22103.1	Planning Committee Cllr P Dunford moved that the minutes of the planning committee be approved on bloc – this was carried by resolution of the Council.	
22103.2	Climate & Biodiversity Committee Cllr P Dunford asked that the meeting location on the minutes be changed to Pillowell Village Hall, he also wanted it noted that he had spoken about the importance of this committee at the meeting and it hadn't been recorded in the minutes. Cllr Crick also wanted it noted that rewilding of churchyards was a sensitive issue but also that there is a need to ensure their care and maintenance in a correct state and any managed decay could potentially lead to a prosecution for not meeting the obligation to maintain.	

	The minutes of the meeting were agreed by resolution of Council with the aforementioned amendments.	
22103.3	Highways & Footpaths Committee The minutes of the committee were agreed by Council with some minor amendments as detailed by Cllr Yeates in an email. Cllr Richmond requested that a letter be sent to the Berry Hill Christmas Lights Committee as soon as possible requesting their donation towards the VAS camera recently purchased. PH also mentioned the email sent to all councillors in the appropriate areas about the week of lighthousemen's work available via GCC Cllr Hoyland.	
22103.4	Chairs Items The meeting was advised of further vandalism at the West Dean Centre, which has resulted in further damage to the gates. Cllr Gayler asked if the insurance company had been contacted about a claim. There was some brief discussion about a camera overlooking the gates and this purchase was approved by Council	
22103.5	Public Round-up – 10 minutes There was some discussion about the monitoring officers report and Cllr Crick asked for this to be taken offline at present. The meeting ended at 21:46	
22104	Forthcoming Meeting Timetable –	

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

Dec-22				
Tues	6th December 2022	5.30pm	Planning Committee	West Dean Centre
Thurs	8th December 2022	7.00pm	Climate & Biodiversity Committee	West Dean Centre
Tues	20th December 2022	3.00pm	Highways & Footpaths Committee	West Dean Centre
Tues	20th December 2022	5.30pm	Planning Committee	West Dean Centre
No Full Council meeting held during December				