



WEST DEAN PARISH COUNCIL

Jo Miles
Clerk to the Council

Phil Holland
Deputy Clerk

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COUNCIL AGENDA

To, Members of West Dean Parish Council

Date Issued:

Dear Councillor

I summon all members to attend a meeting of West Dean Parish Council to be held on Wednesday 26th August 2026 at 7pm in the **Witherby Room of the West Dean Centre** for the purpose of transacting the business on the agenda set out below.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Crime & Disorder, Health & Safety and Human Rights plus Social, Economic and Environmental matters.

The meeting will follow the Public Forum, which will begin at 7.00pm.

IN ACCORDANCE WITH THE COUNCIL'S CLIMATE EMERGENCY POLICY, PLEASE DO NOT BRING SINGLE USE BOTTLES TO THIS MEETING

Yours sincerely
Parish Clerk/RFO

J Miles

J Miles

PUBLIC QUESTIONS & COMMENTS – 7.00 pm to 7.30 pm

26080	County and District Reports
26080.1	To receive reports from Gloucestershire County and Forest of Dean District Councillors, this can be either verbal or written reports.
26081	<u>Council Formal Business</u>
26081.1	Apologies To receive, and consider for approval, any apologies for absence and reasons given.
26081.2	Declarations of Interest / Dispensation Requests To receive any declarations of interest, members are reminded to declare any interest on any item on this agenda at this point or at any point during the meeting in accordance with the Council's Code of Conduct. A request for dispensations can be requested at the meeting and the paperwork completed for Councils consideration.

26081.3	Minutes of the Previous Meeting To confirm and sign the minutes of the meeting held the 29 th July 2026 <i>Attachment 1.3 – Minutes of the Council meeting held on 29th July 2026</i>
26042	<u>Items for Consideration and Resolution</u>
26082.1	Finance To receive and note the budget monitoring information for WDPC and WDC. <i>Attachments 2.1 – Working Budgets 2026/27 WDPC & WDC & Budget overview documents.</i>
26082.1i	To review and approve the August 2026 expenditure payment schedule, Direct Debits, Standing Orders, and credit card transactions totalling WDPC = £13,321.44 exc. VAT and WDC = £946.59 exc. VAT <i>Attachment 2.1i - Expenditure payment schedule</i>
26082.1ii	To advise Council that Cllrs Dunford & Grant are to authorise payments on the banking system for WDPC & Cllrs Richmond & Grant for the WDC.
26082.1iii	To note that Cllrs Yeates & Batchelor will undertake the August 2026 financial inspection of the WDPC and WDC accounts.
26082.1iv	To receive the report and note the July 2026 financial inspection dated 10.08.26 giving a reconciled bank balance for WDPC of £296,441.39 and WDC of £38,206.98 including transactions for WDPC totalling £57,461.35 and WDC totalling £5,816.23 which were undertaken by Cllrs Betenson & Bennett. <i>Attachment 2.1iv- Financial Inspection July 2026</i>
26082.1v	To receive the External Auditors Report and Certificate 2025/26 To note the external auditors limited assurance opinion and any other matters to draw to Councils attention. <i>Attachment 2.1v – External Auditors Report and Certificate 2025/26</i>
26082.1vi	To approve a transfer of £15,000.00 from the Savings Account to the Current Account
26082.2	Noise Complaint Rising Sun, Moseley Green. To discuss if Council wishes to declare support for the RISING SUN and to express concern that a complaint from one resident could potentially put the viability of a popular pub, and local employer, at risk.
26082.3	Road Closure, Forest Road, Lydney To discuss the extension to the road closure for Forest Road Lydney.
26082.4	New West Dean Parish Council representative for ‘The Health Forum’ To elect a new West Dean Parish Council representative for ‘The Health Forum’

26082.5	Election of Vice Chair of Finance Committee To elect a Vice Chair of Finance Committee due to the resignation of Cllr Francis from this position in July 2026.
26082.6	Forest of Dean Biosphere To discuss a proposal from Cllr Freshwater to Write to UNESCO about WDPC position on the Biosphere
26082.7	Christchurch Graveyard To discuss the complaint/e-mail received from a member of the public about the conditions in the graveyard
26082.8	NatureSpace District Licensing: Forest of Dean Gateway (202102011) To discuss the budget from which the payment will be allocated
26082.9	FDG Update To receive an update on the FDG Application.
26082.10	WDPC – Autumn 2026 Grant Awards To discuss the closing date and ideas about getting the information out to the public <i>Attachment 2.10 – Autumn 2026 Grant Award Advert</i>
26082.11	Clerks Report To note the Clerks Report
26083	<u>Items for Information – Councillors to note.</u>
26083.1	Planning Committee To note that there were no Planning Committee meetings held in August 2026, and to receive a list of Applications received by West Dean Parish Council within August 2026. <i>Attachment 3.1 List of Applications</i>
26083.2	Highways & Footpaths Committee To receive and note the minutes of the Highways & Footpaths Committee held on 18 th August 2026 <i>3.2 - Attachment – Minutes of the Highways & Footpaths Committee meetings held on 18th August 2026</i>
26083.3	Environment & Heritage Committee To receive and note the minutes of the Environment & Heritage Committee held on 20 th August 2026 <i>3.3 – Attachment – minutes of the Environment & Heritage Committee held on 20th August 2026</i>
26083.4	Chairs items To receive any reports or information from the Chair.
26083.5	Public Round-up – 10 minutes

	A time set aside for any members of the public to comment or ask further questions following the meeting.			
26084	Forthcoming Meeting Schedule:			
Sep-26				
Tues	1st September 2026	5.00pm	Planning Committee	West Dean Centre
Tues	15th September 2026	11.30am	Governance & Scrutiny	West Dean Centre
Tues	15th September 2026	5.00pm	Planning Committee	West Dean Centre
Weds	30th September 2026	7.00pm	Full Council	West Dean Centre
Oct-26				
Tues	6th October 2026	5.00pm	Planning Committee	West Dean Centre
Tues	20th October 2026	7.00pm	Highways & Footpaths	West Dean Centre
Tues	20th October 2026	5.00pm	Planning Committee	West Dean Centre
Weds	28th October 2026	7.00pm	Full Council	West Dean Centre
Nov-26				
Tues	3rd November 2026	5.00pm	Planning Committee	West Dean Centre
Tues	17th November 2026	11.30am	Governance & Scrutiny	West Dean Centre
Tues	17th November 2026	5.00pm	Planning Committee	West Dean Centre
	TBC		Budget Meeting	West Dean Centre
Weds	25th November 2026	7.00pm	Full Council	West Dean Centre
1	The Public Questions & Comments is designed to give electors the opportunity to make representations to the Council or to ask questions. It takes place before the formal meeting of the Council.			
2	The time allocated to the whole period of the open forum is 30 minutes.			
3	Whether your attendance is part of a deputation or as an individual, the spokesperson will be invited to put the case with a maximum time limit of 10 minutes. Follow up speakers will be allowed 5 minutes in total.			
4	The Chair will decide whether he/she can advise the deputation immediately or if he needs to sound out members and/or consult the Clerk. The Chair will then inform the deputation what action the Parish Council intends to take.			
5	The initial response by the Council will be to establish if the matter is something which the Council should be involved in as a matter of public interest or is a private matter for the electors to deal with themselves.			
6	What the Council may not be able to do at this initial stage is to attempt to solve the actual problem itself. What the Council will do is to decide the best method to deal with the problem and this can take several forms as follows –			
	The Council can decide -			
	(i)	The degree to which the Council can act as advocate on behalf of the individual or group of electors.		
	(ii)	To refer the matter to a Committee of the Council for action.		
	(iii)	To place the matter on a future Parish Council agenda.		
	(iv)	To instruct the Clerk to make further enquiries or conduct correspondence on behalf of the deputation or arrange meetings as considered necessary.		

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| (v) | If the matter is already on the Council agenda the Chair will invite electors to make any points they feel are relevant regarding the agenda item. The deputation can then remain and listen to the debate in Council. |
| (vi) | If, during the formal meeting, the Chair feels that the deputation has information which will be useful to the Council, the Chair with the agreement of members can invite a spokesperson to address the Council. |