**STAUNTON COLEFORD PARISH COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL HELD ON 19th MARCH AT 19.30**

***[N.B. These minutes remain in draft form until approved at a subsequent meeting of the Council]***

**PRESENT**

**Parish Councillors: Jean Sadler JS, Jessica Horler JH, Michael Parker MP , James Langdon-Down, Andy Richards AD, Cath Elsmore**

**In attendance: District Councillor Smart, Clerk: Clare Davies, 1 member of the public**

2402 APOLOGIES

**None**

2403 DECLARATIONS OF INTEREST

**None**

**2404 REQUEST FOR DISPENSATION**

**None**

**2405 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 12th February 2019**

**It was resolved to confirm the minutes as an accurate record.**

**2406 ROAD SAFETY**

Brian Watkins has responded to Councils’ requests is working at getting the majority of road safety features as requested by Council. Brian has also confirmed that S106 funding is available to fund some of these projects. He has offered to meet Council at a subsequent meeting to discuss these proposals further.

Council noted that a member of the public had raised a concern that traffic lights had been left up after the works were carried out.

**Action: Clerk to thank the member of the public**

**2407 ROAD SAFETY EQUIPMENT**

Council resolved that they wished to purchase some equipment and are currently waiting for advice from Sue Pritchard

**Action: Clerk to chase Sue Pritchard for a response**

2408 **THE QUARRY**

Councillor Sadler reported that a quarry liaison meeting was scheduled for 22nd March. Parishioners have reported that they have felt the shocks from the blasts in their properties more keenly in the recent months.

**2409 PARISH CLERKS REPORT**

Action To proceed with the closure of Barclays Bank and setting up the signatories at Unity Trust Bank.

**2410 REPORT FROM COUNTY & DISTRICT COUNCILLOR**

**Staunton Parish Council Report**

**District Councillor Report 19 March 2019**

**Future of Five Acres College Site**

Further to my report in February there has been no further Progress on the Five Acres College site and the Council are still waiting for the purchase to be finalised with Homes England.

**Budget**

The Budget was agreed at the Full Council Meeting on the 21 February. Council Tax for services provided by the District Council will be £179.03 (a 2.99% increase which equates to £5.20 on a Band D property)

**Dog Poo in the village**

I saw Street Warden Damian Collins at a recent briefing at the Council who has promised to come to the village and put down some more stencils. I also gave him an indication of where they should be.

**Chairman’s Charity Dinner**

I am pleased to report that the Charity Dinner held at the Bells Hotel on the 1 March was a tremendous success. 92 people attended and £1900 was raised for my charity Forest Mental Health Carers Support Group. We were also entertained at the beginning of the evening and for a short time during dinner by the Gaudeamus Youth Strings Quartet from the Gloucestershire Academy of Music which made it a particularly special evening.

**My last Parish Council Meeting.**

As most of you already know I will not be standing on the 2nd May in the new ward of Newland & Sling which now includes Staunton. Terry Hale who you know well and is here tonight will be standing. I would suggest that he will be an excellent replacement and I am sure will continue to carry on the work that I have done for Staunton for nearly 14 years. It has been a huge honour to be your representative at the District Council and I thank you all for your friendship and the warm welcome you have always given me at your meetings.

**Councillor Marrilyn Smart OBE**

**District Councillor**

Council thanked Marilyn for all her hard work over the last 14 years. Marilyn has provided solid support for the council when things have been difficult.

2411 PUBLIC PARTICIPATION

1. For members of the public to ask questions and make comments.

b. For the Chairman to direct whether public comments or questions shall be responded to and how.

None

1. FINANCE
   1. The cheques as listed were agreed and signed

| To | Purpose | Power | Value of cheque (£) |
| --- | --- | --- | --- |
| Clare Davies | Salary/Expenses Feb £211.92  (includes Mileage and home allowance)  Plus laptop £503.49  Plus Microsoft Office £110.60 | LGA 1972 s.112(2) & LG(FP)A 1963 s.5 | £826.01 |
| Clare Davies | Salary/Expenses March £224.28  (includes Mileage and home allowance) | LGA 1972 s.112(2) & LG(FP)A 1963 s.5 | £224.28 |
| HMRC | PAYE | LGA 1972 s.112(2) & LG(FP)A 1963 s.5 | £134.20 |
| GAPTC | Councillors Training Session | LGA 1972 s.111 | £619 |
| Jessica Horler | Expenses for Councillors Training | **LGA 1972 s.112(2) & LG(FP)A 1963 s.5** | £18.00 |
| AK Contracting | Meend Maintenance | Public Health Act 1875 s 164 Highways Act 1980 s. 96 | £1183.54 |
| AK Contracting | Snow warden February | Public Health Act 1875 s 164 Highways Act 1980 s. 96 | £87.50 |
| Staunton Coleford Village Hall | Room Hire  (£5 deducted from invoice since the Village Hall owe peppercorn rent to the Parish Council) | LGA 1972 s.111 | £271.50 |
| PATA | Payroll | LGA 1972 s.112(2) & LG(FP)A 1963 s.5 | £23.25 |
|  |  | Total | £3387.28 |

1.2To approve a financial statement and cash re-conciliation to date

Approved

1.3To approve Clerks overtime for March 2019

Approved

1. TO DISCUSS CLERKS EMERGENCY FUND

Council approved an emergency fund for the clerk of £1000 to be taken from the contingency budget

1. 241 TO ADOPT A PRIVACY POLICY

Council approved the recently drafted privacy policy

Action: Clerk to publish on the website

1. TO ADOPT THE UPDATED STANDING ORDERS

Council approved the recently drafted privacy policy

GAPTC reported that the Staunton Coleford PC website states that advice can be given about planning.

Action: Clerk to publish on the website

Clerk to remove reference to planning support from the website

1. TO REVIEW THE ASSET REGISTER

Council approved the updated asset register

Action: Clerk to publish on the website

2417 STAUNTON MEEND-TO RECEIVE AN UPDATE

Councillor Sadler reported that the Moorland Mousie Trust will be removing the ponies on 26th March. Council reported that it still wished for clarification on the Ecology Quote. Councillor Richards has fixed the fencing and reported that Council needs to be aware of wild boars which will damage the common. Council resolved to continue with emergency repairs to the fencing.

Councillor Sadler reported that a member of the public had queried the removal of a tree and Councillor Richards reported that this had been removed by another member of the public.

**Action:Councillor Sadler to check the boundaries of the Meend**

**Councillor Richards to check that no trees are growing onto the electrical wires**

**Clerk to add risk assessments to the agenda for May**

2418 TO RECEIVE A REPORT ON FOREST LAND

To receive report on forest land

Councillor Richards confirmed that he was still awaiting information from the Forestry Commission

**Action: Councillor Richards to chase Forestry Commission**

1. TO DISCUSS NEIGHBOURHOOD WATCH SIGNAGE

Council agreed in principle to fund the signs

Action: Councillor Richards to find out how many signs the Neighbourhood Watch team would like.

1. TO CONSIDER PURCHASING A NEW FILING CABINET AND SHREDDER

Councillor Horler reported that she had received a quote to replace the lock on the filing cabinet which was considerably cheaper. Council approved the replacement of the lock £12 and the purchase of a new shredder at approximately £25.

1. TO DISCUSS FASTERSHIRE BROADBAND CONNECTION

Councillor Horler reported that no one has tendered for the work so there is likely to be no broadband connection in the area.

2422 MINOR MATTERS

Council reported that GAPTC had stated that this item should not be on the agenda going forward

Action: Clerk to remove this item form future agendas

1. TO MAKE OBSERVATIONS ON ANY PLANNING APPLICATIONS

**P0079/19/FUL 4 Whippingtons Corner, Staunton, Coleford, Gloucestershire.Erection of a two storey rear and side extension and front porch with associated works.**

**No comment**

|  |  |  |  |
| --- | --- | --- | --- |
| |  | | --- | | **P0322/19/FUL Town and Country Planning Act,1990 (As Amended)** | | **Land At Broadstone Camp Site, Staunton, Gloucestershire, GL16 8PB.** | | **Removal of Condition 04 (Occupancy) attached to planning permission P1841/18/FUL. No comment** | |

|  |
| --- |
| **P0018/19/FUL Brindsey Cottage, Staunton, Coleford, Gloucestershire.** |
| **Erection of a two storey extension, first floor extension, orangery and extension to existing garage to provide double garage with associated works. Demolition of part of existing outbuildings.** |

To be added to agenda in May

1. REPORTS FROM COUNCIL REPRESENTATIVES

Councillor Horler provided the following report from the Village Hall Committee

VHC are having Issues with broadband and planning application for the new windows. The hearing loop is being fixed and they are painting the ceiling

VHC have confirmed that they are happy with the proposals by council for the pump

2425 TO RECEIVE PUBLIC QUESTIONS AND COMMENTS

None

2426 T0 CONSIDER ANY OTHER ITEMS FOR INFORMATION OR ITEMS FOR FUTURE MEETINGS

Road Safety, Purchase of road safety equipment, match funding, Meend Maintenance, risk assessments, The pump memorial for Jack Cockburn, **P0018/19/FUL Brindsey Cottage, Staunton, Coleford, Gloucestershire.**

2427 DATE OF NEXT COUNCIL MEETING

To note that the date of the next Parish Council meeting is 7th May which is the Annual Parish Meeting

No further business and the meeting ended at 9:35pm

.