**STAUNTON COLEFORD PARISH COUNCIL**

MINUTES OF THE VIRTUAL PARISH COUNCIL MEETING

HELD ON 5th MAY 2021 AT 19:16

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

**PRESENT**

Cllrs Smart (Chairman), Dyson, Elsmore, Mobbs-Morgan, Richards, & Sadler.

Clerk Mr Crighton

**2842 APOLOGIES**

County Cllr Allaway-Martin**,** District Councillor David Wheeler

**2843 ELECTION OF COUNCIL CHAIRMAN**

Cllr Dyson was elected Chairman unopposed. Arrangements were made for the Declaration of Acceptance of Office to be signed

[Cllr Dyson assumed the chair]

**2844 ELECTION OF VICE CHAIRMAN**

Cllr Sadler was elected Vice Chairman unopposed. Arrangements were made for the Declaration of Acceptance of Office to be signed.

**2845 DECLARATIONS OF INTEREST** None

2846 DISPENSATION REQUESTS None

2847 MINUTES OF PREVIOUS MEETING HELD 12 APRIL 2021

 It was resolved to approve the minutes of the meeting; arrangements would be made for them to be signed by the Chairman.

2848 CLERKS REPORT

 2848.1 It was reported that a firm decision by Tarmac on the supply of materials for road repairs was still

awaited.

 2848.2 It was reported that the insurance of the village hall had been assumed by the Village Hall committee

with immediate effect; the item would be deleted from the Parish Council’s schedule.

 2848.3 Councillors were reminded to review, and amend if necessary, their Register of Members’ Interests

 2848.4 It was agreed Cllr Dyson would attend the “Chairmanship Skills” course.

2849 MATTERS ARISING

 2849.1 re minute 2831.5: it was noted that there had been no contact from the Rights of Way Officer – he would be reminded.

2850 APPOINTMENT OF MEMBERS TO OUTSIDE BODIES & PARISH ROLES

 Councillors were appointed as follows:

2850**.**1 Coleford Area Partnership (Cllr Smart)

 2850.2 Stowfield Quarry Liaison Group (Cllrs Dyson, Mobbs-Morgan, Richards)

 2850.3 Staunton Village Hall Committee (Cllr Mobbs-Morgan)

 2850.4 Sheep Liaison Group (Cllr Smart)

2851 PUBLIC QUESTIONS None

2852 REPORT FROM COUNTY COUNCILLOR ALLAWAY-MARTIN No report

2853 REPORT FROM DISTRICT COUNCILLOR DAVID WHEELER No report

2854 REPORTS FROM PARISH COUNCILLORS AND COUNCIL REPRESENTATIVES

 2854.1 Cllr Mobbs-Morgan advised of a Village Hall committee meeting on 22/6/21 – he was asked to ascertain protocols to be adopted by hirers post COVID

2855 PLANNING

 2855.1 FOREST OF DEAN DISTRICT COUNCIL DECISIONS. The following decision were noted:

|  |  |  |  |
| --- | --- | --- | --- |
| 2855.1.1 | Staunton: 4 Staunton House | Work to Copper Beech tree | Permitted 31/3/21 – 2 conditions |
| 2855.1.2 | Staunton: land to the south entrance of Tillis View | Conversion of existing building together with erection of a single storey extension to create a two bedroom dwelling house, the creation of a vehicular access together with the provision of two car parking spaces and a private garden area. | Permitted 4/5/21 – 13 conditions |

**2856 FINANCE**

2856.1 GRANT APPLICATION – ALMSHOUSES CHARITY

 It was resolved to make a grant of £100 to the charity to cover the cost of a water meter for use on the allotments.

2856.2 ACCOUNTS FOR PAYMENT: the following accounts were approved for payment (Authority: Localism Act 2001 s.1). To be authorised at the bank by Cllrs Dyson and Sadler

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| BACS ref | Payee | Purpose | Amount | VAT | Payment value |
| 21/003 | N Sargent | Grass contract - April | 100.00 |  | 100.00 |
| 21/004 | Town & Parish Council Websites | Annual website hosting fee | 200.00 |  | 200.00 |
| 21/005 | Staunton Almshouses Charity | Grant | 100.00 |  | 100.00 |
| 21/006\* | N T Sargent | Grass contract - May | 100.00 |  | 100.00 |
|  |  | **TOTALS** | **500.00** |  | **500.00** |

\* for payment 1/6/21

2856.2 INCOME RECEIVED: £6000 (50% precept)

**2857 HIGHWAYS AND RIGHTS OF WAY**

2857.1 It was reported that Gloucestershire Highways (GH) had suggested they would cover the cost of 2

x solar powered VASs. Confirmation awaited.

 2857.2 It was reported that drains by the White Horse car park were still blocked – GH to be reminded.

 2857.3 It was reported that the 2018 pedestrian survey had been sent to GH as part of their consideration

of road safety improvements

 2857.4 It was reported that GH would repaint the rumble strips, dragons teeth and double white centre lines

by the church.

 2857.5 It was reported that gravel had accumulated on the A4136 footway by The Elms boundary wall –

GH to be advised as well as Stowfield Quarry (by a Liaison Group member)

 2857.6. It was reported that GH advised that the hedge at the front of Kennersely should ideally be cut

60cm back from the edge of the carriageway. Cutting back should ideally be undertaken in August

(outside bird nesting time). Resident to be requested to comply with this requirement when the hedge is trimmed.

 2857.7 It was reported that GH recommended new signage at the A4136 entrance to Rookery Lane (one

each side) – white on blue background “Restricted Byway”, “Access for residents only”. Members

felt that the sign should incorporate a 15mph limt sign, and a third identical sign to be installed at

the top of Brindsey Lane. The existing “We live here” sign to be replaced by highways standard

 “pedestrians” sign. The existing signage could be relocated on the Meend. GH to be advised and

asked to confirm they will cover the cost of signs and installation.

 2857.8 It was reported that a resident had commented on the partial “collapse” of the footpath (RST10)

above The Butts. It was noted that this is a footpath over which it is illegal to drive motor

vehicles and is probably of an adequate standard for walking along. The opinion of the Rights of

Way Officer would be sought.

**2858 THE MEEND PLANNING APPLICATION WORKING GROUP**

 It was reported that the group met on 21 April and made considerable progress with the detail of the application. Subsequent work resulted in the application being virtually ready for submission. It was reported that the Planning Inspectorate instructions regarding COVID restrictions precluded notices at the entrances to the Meend and the deposit of documents for physical inspection. All documents must be published on the website.

**2859 ALLOTMENTS**

It was understood that there were 5 residents indicating an interest

**2860 CORRESPONDENCE** None

**2861 PUBLIC COMMENT** None

**2862 MINOR MATTERS** None

**2863 ITEMS FOR FUTURE MEETINGS**

May – review asset register / insurance renewal

 May – arrange tree inspection at Castle Ditch / The Pound

 Oct – 6 monthly reminder re Rights of Way definitive map amendments (until Oct 2025)

**2864 DATES OF FUTURE MEETINGS**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date\*** | **Time** | **Meeting** | **Venue** |
| 5 Jul | 1930 | Monthly Council meeting | Village hall# |
| 2 Aug | 1930 | Monthly Council meeting | Village hall# |
| 4 Oct | 1930 | Monthly Council meeting | Village hall# |
| 1 Nov | 1930 | Monthly Council meeting | Village hall# |
| 2022 |  |  |  |
| 7 Feb | 1930 | Monthly Council meeting | Village hall# |
| 7 Mar | 1930 | Monthly Council meeting | Village hall# |
| 4 Apr | 1930 | Monthly Council meeting | Village hall# |
| 9 May | 1900 | Annual Parish Meeting | Village hall# |
| 9 May | 1930 | Annual Council Meeting | Village hall# |

# assuming COVID restrictions permit

\* Last date for submission of:

* agenda items – 8 days before meeting (Friday two weeks earlier)
* written reports – 5 days before meeting (Wednesday of previous week)
* written dispensation requests – 3 days before meeting (Friday of previous week)

**Rota for undertaking in-house checks prior to these meetings**

Cllrs Smart & Sadler before the July meeting

Cllrs Mobbs-Morgan & Richards before the October meeting

Cllrs Dyson & Smart before the March 2022 meeting

The meeting closed at 20:07