

STAUNTON COLEFORD PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH MEETING
HELD IN STAUNTON VILLAGE HALL ON 9 MAY 2022 AT 19:00

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



ABBREVIATIONS USED

FODDC Forest of Dean District Council **GAPTC** Gloucestershire Association of Parish & Town Councils
GCC Gloucestershire County Council **GH** Gloucestershire Highways **GCCR0W** GCC Rights of Way
HLS Higher Level Stewardship scheme **HMRC** Her Majesty's Revenue & Customs
NALC National Association of Local Councils **RPA** Rural Payments Agency

PRESENT

Cllrs Dyson (Chairman) and the Clerk – Mr Crighton, District Cllr Wheeler, 5 members of the public

1 APOLOGIES

Cllr Astley, County Cllr Allaway-Martin

2 MINUTES OF THE PREVIOUS MEETING HELD 5 MAY 2021

It was **resolved** to approve the minutes of the previous Annual Parish Meeting

3 MATTER ARISING

4 CHAIRMAN'S REPORT

The Chairman's report is attached to these minutes. There were no questions.

5 FINANCIAL REPORT

The Financial Report is attached to these minutes. There were no questions

6 QUESTIONS AND COMMENTS FROM THE PUBLIC

The meeting closed at 19:15

Chairman's Annual Report May 2022

Presented to Annual Parish Meeting 9th May 2022.

Groups and Forums Represented

As a Parish Council we have representation on the following groups/forums:

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SIGNED (Chairman)...../5/2023

- Coleford Area Partnership
- Stowfield Quarry Liaison Group
- Village Hall Committee
- Sheep Liaison Group
- Local Plan Engagement Forum
- FOD Health Forum
- FODDC Parish & Town Councils Forum

Grants

During last year we received a request from The Alms-house Committee to provide a grant to supply water to the land adjacent to the Alms-house's that they wished to develop into allotments. The PC were happy to grant this and a water supply has been provided for the allotment project. I believe that there is space for three patches and these have been allocated to residents of the village.

Highways

VAS ... continuing saga.

Sadly this project is an ongoing challenge for us, but we may just be coming to a conclusion. GCC have been changing the goalposts for us over the last year and we have had to provide old data as if we were applying for 'new' signs. They seem to fail to understand that all we are asking for is 'replacement' signs and not 'new'. However, we have asked for two sets of solar powered signs at each end of the village rather than one VAS that had to be moved manually. We are hopeful that these new solar powered signs will be funded by GCC and not from PC funds. Hoping for resolution soon on this one as it has been running for a long time now.

Road Markings

After many months of waiting the rumble strips, dragon's teeth and road marking have been repainted.

Rookery Lane

Although Rookery Lane is a 'restricted byway' and therefore there is no requirement to maintain it to highways standards, Highways have agreed to fill any reported potholes when there is 'end-of-day' material available. Also, after many discussions, they have improved the signage on the lane. This continues as work in progress.

The Meend

The road from Meend Cottage to The Cabin was in a fairly bad state of repair and as it is owned by the Parish we are responsible for it. The Parish Council decided that resurfacing was required. We were fortunate to be able to obtain some, but not all, asphalt supplies from Tarmac, Stowfield free of charge, which certainly helped with the final invoice.

The Land Management of The Meend continues to be a challenge and although we have obtained an extension from DEFRA HLS scheme until April 2023, we are still awaiting our annual payment from Rural Payments Agency for the 2021. This appears to be due to an administrative error on their part. We continue to communicate with them to receive our payment.

The main challenge on the Meend is controlling the bracken and as such we have been in negotiation with Jamie's Farm, Redbrook, with a view to them positioning cattle on the Meend to try and control bracken and improve the soil to allow for more wildlife/flowers to flourish.

Trees on Parish Land

Over the last couple of years we have spent considerable amounts of money from the Precept to ensure that trees in the Parish are well maintained and made safe. Sadly, some have had to be felled, but others pruned back to avoid any dangers. The main areas that have received work are:

- Castle Ditch- (ongoing)
- The Butts
- Land adjacent to The Cabin

Defibrillator

Our previous defibrillator was becoming quite old and finally gave up some time ago. The Village Hall Committee kindly offered to pay for a replacement newer version that was fitted during October 2021.

Footpaths Group

One of our newer Cllrs has set up a Footpath Group and has been busy checking the 28 footpaths in the Parish. He has also been in contact with GCC Rights of Way Officer who has become involved and helped with arranging repair/replacement to some gates/stiles in the Parish.

Dog fouling continues to be a challenge for us, so we have recently ordered new Dog Waste signs that will be appropriately placed around the village.

Brindsey Well Pump

Many of you may remember that there was a Millennium Project to re-instate the original pump that was excavated from Brindsey Well. I am very pleased to report to you that the Parish Council have taken this on board and the pump will be positioned next to Brindsey Well as soon as possible with an information plaque.

Volunteering

Whilst we very much appreciate villagers wishing to improve some of the landmarks in the village, any work will have to be done at your own risk as our insurance does not cover us for any other kind of work. However, we very much appreciate the involvement of villagers who cleared The Pound recently.

Jubilee Celebrations

At present the Parish Council are hoping to plant a tree for each of the children in the village under the Jubilee Green Canopy project. As the season has just passed, we are expecting to proceed with this project in the autumn. We will continue to communicate plans through PC Meeting minutes and the Village Facebook page.

Thank you Councillors

I would like to take this opportunity to thank all of the Parish Cllrs and the Clerk for their support and enthusiasm over the last year and previous years. We have been blessed with a wealth of knowledge and experience that is very much appreciated at this level of local government. As always, if any villagers are interested in joining the team, we are happy to discuss with you what is involved and how rewarding it is to maintain and improve our lovely village.

STAUNTON COLEFORD PARISH COUNCIL

FINANCE REPORT 2021/22

W: stauntoncoleford.org.uk
F: facebook.com/groups/StauntonColeford/
E: stauntoncolefordpc@gmail.com

INCOME AND EXPENDITURE ACCOUNT

2020/21		2021/22	% change
	INCOME		
8596	Precept	12000	+39.6
532	Other	1202	+125.9
3516	Meend	0	
1191	VAT reclaimed	2852	+139.5
13835	TOTAL INCOME	16054	+16.0
	EXPENDITURE		
	Administration:		
4979	Staff costs	3894	-20.0
4157	Admin costs	2462	-40.8
(9136)	(Administration total)	(6356)	-29.5
250	Meend	216	-13.6
6061	Community services / projects	10634	+75.5
46	Capital expenditure	0	
100	Highways	0	
913	VAT paid	1939	+112.4
10269	TOTAL EXPENDITURE	19145	+60.7
2079	SURPLUS / (DEFICIT)	(3091)	

I certify that the statement of accounts represents a true and fair view of the Council's financial position at the year end, and of the Council's income and expenditure for the year.

R S CRIGHTON

RESPONSIBLE FINANCIAL OFFICER

2 April 2022

NOTES TO THE INCOME AND EXPENDITURE ACCOUNTS

1 Other Income

2020/21 (£)		2021/22 (£)
377	Wayleaves	251
5	Rent	5
150	Sale of timber Defibrillator sale and purchase reimbursement	946
532	TOTAL	1202

- 2 Staff costs Includes salary and statutory deductions.
NB Only 3 salary periods in 2021/22

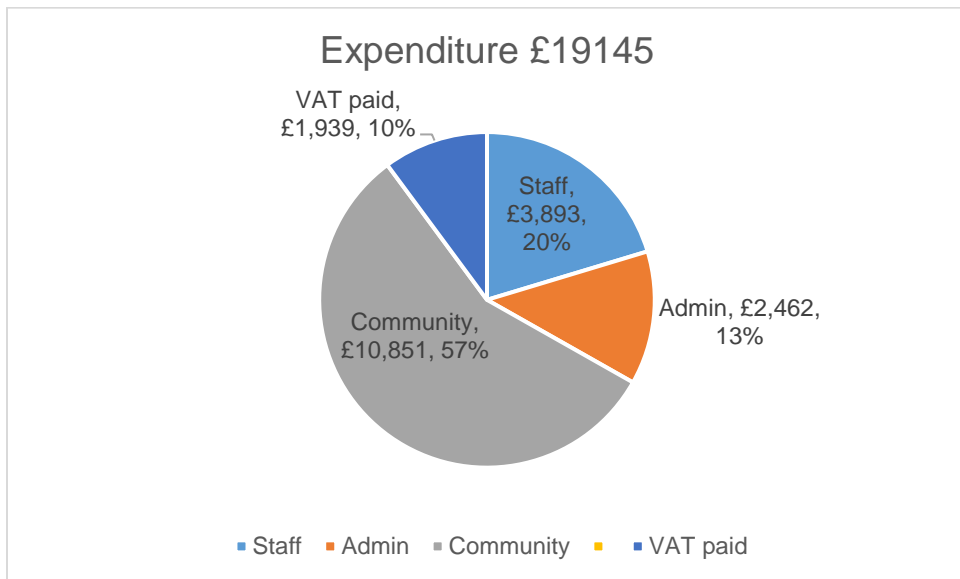
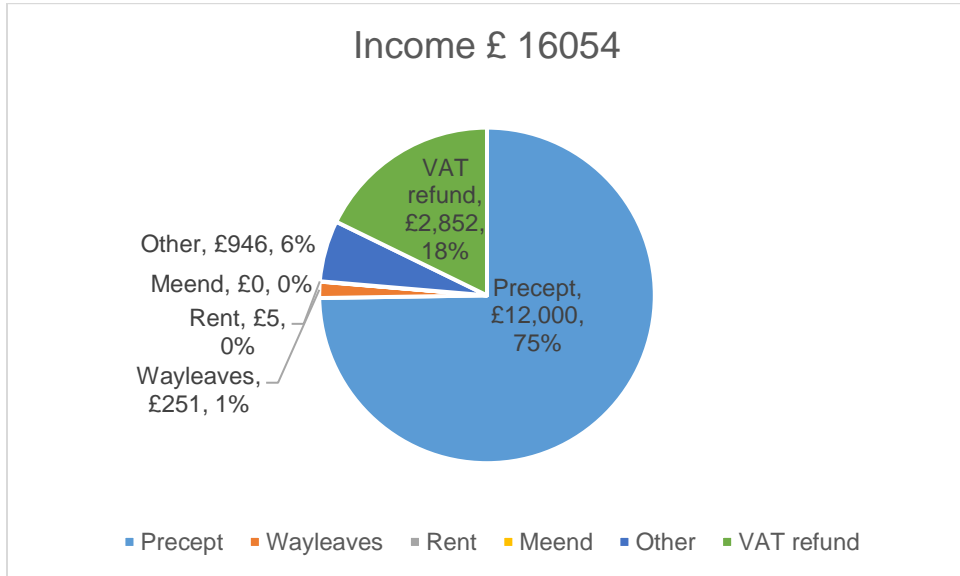
3 Admin costs

2019/20 (£)		2019/20 (£)
153	Travel	114
104	Clerk's allowance	156
73	Payroll services	23
65	Printing	27
17	Postage	48
1142	Telephone / IT	431
184	Room hire	190
1803	Insurance	893
275	Audit	175
72	Bank charges	72
74	Professional subs	137
125	Training	125
0	Election expenses	0
71	Sundry	71
4157	TOTAL	2462

4 Community services and projects

2020/21 (£)		2021/22 (£)
381	Defibrillator	865
700	Grass cutting	1000
4980	Estate management	8670
	Grants	100
6041	TOTAL	10635

GRAPHICS



Reserves analysis

Reserve	Opening balance 1/4/2021	Closing Balance 31/3/22	Notes
Meend – HLS funded	3966	3750	a
Election 2023	250	500	b
Quarry opposition	2000	3000	c
Roads maintenance	7000	2000	d
Estate management	5000	5000	e
General	4756	5631	f
TOTAL	22972	19881	

Notes to reserve movements

- a) Reduction - expenditure £216, grant not received.
- b) To meet 2023 election costs.
- c) Contingent upon future planning application.
- d) Estimate for further Meend road repairs.
- e) Tree maintenance etc.
- f) General reserve £5631 = 37% of 2021/22 precept (£15000)

REPORT FOR ANNUAL PARISH MEETING

Income for the year was up by 16% due to a significant increase in the precept of 40% and other income (primarily a grant from the Village Hall committee to fund the new defibrillator), but offset by the non-receipt of the anticipated Meend grant of £1156, which we are still hoping to receive.

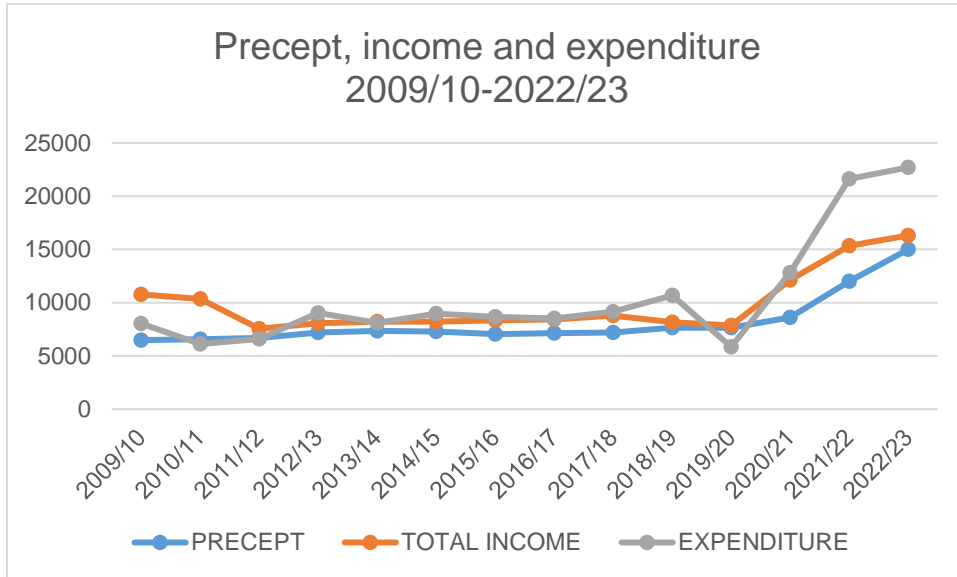
Expenditure changes to note are –

- staff costs down by 20% due a change in salary payment dates there were only 3 such payments during the period.
- admin costs down 41% due to exceptional costs for IT the previous year and a significant reduction in the insurance premium following the responsibility for insuring the village hall being removed from the Parish Council.
- Community costs were up 75% following Meend road repairs of £7000 and tree work.

Overall expenditure was up 61% (a similar sum to the previous year's increase) to £19145 which resulted in an overspend during the year of £3091.

The closing balance has reduced to £19881 and has been apportioned to various specific reserves, leaving just £5631 as a 'free' reserve. With the strong likelihood of major expenditure in future years on further tree work and some uncertainty over the continuing grant for the Meend, the decision was taken to increase the precept for 2022/23 to £15000.

The Parish Council acknowledges that there has been a significant increase in the precept over the three years from 2020/21 to 2022/23 of 75%, but management of around 50 acres of Common Land and all the other small areas of land – with their numerous trees – cannot be properly managed on a shoestring. In fact, had the precept remained unaltered we would now have dangerously low reserves to meet unexpected expenditure. The graph below shows levels of income, expenditure and precept over the last 14 years.



SIGNED
(Responsible Financial Officer) **R S Crighton** **14/4/2021**