

STAUNTON COLEFORD PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD IN STAUNTON VILLAGE HALL ON 4 JULY 2022 AT 19:30

[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
LAHM Local Area Highways Manager **NALC** National Association of Local Councils
RPA Rural Payments Agency

PRESENT

Cllrs Dyson (Chairman), Astley, Mobbs-Morgan, Richards & Woodhouse.
Clerk – Mr Crighton. District Cllr Wheeler. 2 members of the public.

3088 APOLOGIES None

3089 DECLARATIONS OF INTEREST None

3090 DISPENSATION REQUESTS None

3091 MINUTES OF PREVIOUS MEETING HELD 6 JUNE 2022

It was **resolved** to approve the minutes of the meeting; they were signed by the Chairman.

3092 CLERKS REPORT

3092.1 It was reported that there had interest shown in the filling of one of the two casual vacancies; the resident concerned would be invited to complete and submit an application form in time for it to be considered at the August meeting.

3093 MATTERS ARISING

- 3093.1 re minute 3080.3: it was reported that there had been no further contact from Carver Knowles to discuss the role of Land Agent.
3093.2 re minute 3086.1: it was reported that the investigation into the deeds of Brindsey Well was yet to be undertaken

3094 PUBLIC QUESTIONS

- 3094.1 Mr Barter asked where the deeds for The Meend, Brindsey Well and St John The Baptists Well were; the Clerk would investigate.
3094.2 Mr Barter asked where the key to the pub car park notice board was to enable Mr Barnett to clean the Perspex window; the Clerk has a key, but the Perspex window required cleaning on the outside
3094.3 Mr Barter asked the location of the quarry monitoring points were to enable them to be added to the interactive parish map.

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SIGNED (Chairman).....1/8/2022

3094.4 Mr Barter asked about the asbestos sheet on the recently cleared footpath; arrangements would be made for its removal.

3095 REPORT FROM COUNTY COUNCILLOR ALLAWAY-MARTIN No report

3096 REPORT FROM DISTRICT COUNCILLOR WHEELER

Cllr Wheeler reported:

- There had been no FODDC meeting since his last report
- Some staff were still working from home, primarily those who did not have “full time desk jobs”, but all could be contacted either by email or a call to the main switchboard number (01594 810000)

3097 REPORTS FROM PARISH COUNCILLORS AND COUNCIL REPRESENTATIVES

3097.1 **Litter picking and footpath group.** Cllr Woodhouse report clearance of RST3 with assistance from residents – GCCRoW Officer advised. The next to be cleared is RST13 towards the end of July.

3097.2 **Local Plan Engagement Forum.** Cllr Astley advised there had ben no meeting. There was some uncertainty about the purpose of the group, but the FODDC new Local Plan to 2041 would be out for consultation later in the year.

3097.3 **Village Hall Committee.** Cllr Mobbs-Morgan reported there would be a barbeque on 16 July – invitations sent. There was a query over who was responsible for maintenance of the village hall car park and the drainage ditch at the entrance; the Clerk to ascertain.

3097.4 **Coleford Area Partnership.** Cllr Woodhouse would talk to Janet Marrott about the objectives of the group.

3098 PLANNING

3098.1 FODDC APPLICATIONS SUBMITTED – response submitted

	Ref No	Location	Proposal	Response
3098.1.1	P0015/22/DISCON	Staunton: land adj to The Elms	Discharge of conditions 06 (construction management plan), 10 (hard and soft landscaping), 12 (external lighting), 13 (biodiversity enhancement), 14 (CEMP) and 17 (kerbing) relating to planning permission P1894/20/FUL	Objection to condition 06 insofar as it relates to access to / from the A4136. No objection to conditions 10, 12,13,14 & 17

3098.2 FOREST OF DEAN DISTRICT COUNCIL APPLICATIONS DETERMINED – to note the following:

	Ref No	Location	Proposal	Decision
3098.2.1	P0175/22/FUL	Staunton: Broadstone Farm	Engineering works on agricultural land, to alter ground levels and create a new surface water swale, including new orchard planting (part retrospective)	Permitted 10/6/22 – 2 conditions
3098.2.2	P0682/22/TCA	Staunton: Castle Ditch	Fell 6 x Ash trees	Permitted 21/6/22

3098.3 PLANNING INSPECTORATE APPLICATION DETERMINED – to note the following:

	Ref No	Location	Proposal	Decision
3098.3.1	COM/3275202	Staunton: Staunton Meend	Extension of permission granted 16/9/2011 for 10 years.	Permitted 22/6/22 – 2 conditions.

3099 FINANCE

3099.1 ACCOUNTS FOR PAYMENT: it was **resolved** to make the following payments under the authority of the Localism Act 2001 s.1. To be authorised at the bank by Cllrs Dyson & Mobbs-Morgan

BACS ref	Payee	Purpose	Amount	VAT	Payment value
22/14	N Sargent	May grass contract	100.00		100.00
22/15 To	R S Crighton	Net salary	1056.30		
		Travel	47.70		
		Allowance	52.00		
22/18		Broadband/IT	53.40		1209.40
22/19	HMRC	PAYE	264.00		264.00
22/20	N Sargent	June grass contract	100.00		100.00
22/21	Chapel Tree Ser Ltd	Fell Ash trees – Castle Ditch	1850.00	370.00	2220.00
TOTALS			3523.40	370.00	3893.40

3099.2 FUNDS RECEIVED TO DATE - **£8000.00** (increase of £500 – contribution to tree work)

3099.3 QUARTERLY FINANCE REPORT

The report was noted and accepted.

3099.4 IN HOUSE FINANCIAL CHECKS

To note these were undertaken by Cllrs Dyson & Woodhouse prior to the meeting and all found to be in order.

3100 ASSETS

3100.1 The revised asset register was noted and approved; it was noted that a photographic record of the assets had been produced and that it was intended to link it and the register to the interactive map.

3100.2 The assets inspection record for June was noted along with the recommended action and it was agreed that inspections should be carried out quarterly.

3100.3 An estimate for re-pointing The Pound had been received from All Seasons Tree and Garden Services in the sum of £1250. It was **resolved** to accept the estimate with the proviso that (a) the cost is fixed and (b) the contractor liaises with Cllr Richards to agree the materials to be used. Cllr Richards to obtain the consent of the owner of the adjacent field to allow access.

3101 HIGHWAYS AND RIGHTS OF WAY

It was reported that there had been no contact with the LAHM who, it was understood, will be / has been replaced. Further request for progress report to be made and to ask Cllr Allaway-Martin to put pressure on for some progress.

3102 STAUNTON MEEND

- 3102.1 It was reported that the planning application for the continuance of the previous permission had been granted for a period of 10 years
- 3102.2 It was reported that a condition of the consent was that the gates be brought up to current British Standards by December 2022. Cllr Richards to liaise with contractor. Once work complete a letter from the contractor will be required stating that the gates conform to the required BS.
- 3102.3 It was agreed Cllr Astley would now contact Jamie's Farm to see if they wished to graze cattle on the land.
- 3102.4 It was reported that there had been no news about the application for the extended HLS scheme.
- 3102.5 It was reported that an appeal had been lodged with the RPA regarding the non payment of the 2021 grant. The appeal had been dismissed. No further action.

3103 OTHER PARISH LAND

3103.1 FROGSMOUTH SAFETY MEASURES

It was reported that quotes had been received to complete the fencing from the end of the existing fencing to the gateway in Rookery Lane. £800 for rounded posts, £1200 for square posts, wooden rails, height approx. 1.2m, length approx. 30m. It was **resolved** to accept the quote for £1200 but to seek finance from Cllr. Allaway-Martin from the Highways Local Fund.

The rationale behind this project follows requests from some residents earlier to have the Frogsmouth cleared of vegetation; this in turn led to an enquiry by the Parish Council to its insurer about public liability. The insurer called for more details about the location of the Frogsmouth which when submitted caused the insurer to exclude that feature from any insurance risk and required the Parish Council to comply with the Occupiers Liability Acts of 1957 and 1984. These Acts require the Parish Council to take such action as is reasonable to ensure nobody on that land suffers injury. Thus access will be barred by a fence and appropriate signage. Anyone crossing the fence and ignoring the signage does so at their own risk.

3103.2 BEECH TREE OPPOSITE THE CHURCH

It was **resolved** to accept a quote from Chapel Tree services of £1200 + VAT to crown reduce the whole canopy/tree by 2.5m and shape.

3104 GRASS CUTTING IN VILLAGE

It was agreed that Cllrs Dyson and Woodhead and Mr Barter would meet with the contractor to revise the contract for 2023 onwards. Any change would need to be agreed by the Parish Council.

3105 MILLENNIUM PROJECT - VILLAGE PUMP

A draft wording for the plaque was presented which would require finalizing; Cllr Astley had a contact who would prepare an A2 size draft free of charge. The Parish Council would then pay for printing and installation.

3106 QUEENS PLATINUM JUBILEE

A location had been provisionally agreed subject to the approval of the Wye Valley AONB officer. Approximately 25 trees are planned with third party funding available to purchase them.

3107 CORRESPONDENCE None

3108 MINOR MATTERS

Cllr Mobbs-Morgan brought to the attention of the meeting an app on which the location of all defibrillators can be logged. Clerk to action.

3109 PUBLIC COMMENT

3109.1 Mr Barter suggested that there should be a name for the tree planting area – Jubilee Orchard was suggested.

3109.2 Mr Barter advised that the revised asset register can be linked to the interactive parish map

3110 ITEMS FOR FUTURE MEETINGS

Oct – arrange assets inspection

Jan - arrange assets inspection

Apr – arrange assets inspection

3111 DATES OF FUTURE MEETINGS

Date 2022	Time	Meeting	Venue	Final date for agenda items* / written reports** & dispensation requests**
1 Aug	1930	Monthly Council meeting	Village hall	15 Jul* / 28 Jul**
3 Oct	1930	Monthly Council meeting	Village hall	25 Sep* / 28 Sep**
7 Nov	1930	Monthly Council meeting	Village hall	31 Oct* / 3 Nov**
2023				
9 Jan	1930	Monthly Council meeting	Village hall	1 Jan* / 5 Jan**
6 Feb	1930	Monthly Council meeting	Village hall	29 Jan* / 2 Feb**
6 Mar	1930	Monthly Council meeting	Village hall	27 Feb* / 2 Mar **
3 Apr	1930	Monthly Council meeting	Village hall	24 Mar* / 31 Mar**
4 May	Parish Council election			
8 May	1900	Annual Parish Meeting	Village hall	1 May* / 4 May **
8 May	1930	Annual Parish Council Meeting	Village hall	1 May* / 4 May **

Rota for undertaking in-house checks prior to these meetings, please arrive by 1900.

Cllrs Mobbs-Morgan & Astley before **November** meeting

2023

Cllrs Richards & Dyson before the **March** meeting

The meeting closed at 2110.