

STAUNTON COLEFORD PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD IN STAUNTON VILLAGE HALL ON 1 AUGUST 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 **GCCR_oW** 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 Woodhouse (Chairman), Mobbs-Morgan, & Richards. Cllr Barter following co-option.
Clerk – Mr Crighton. District Cllr Wheeler. 1 member of the public.

3112 APOLOGIES

Cllr Astley

3113 ELECTION OF CHAIRMAN

3113.1 Cllr Woodhouse was elected Chairman unopposed
3113.2 Cllr Woodhouse signed his Declaration of Acceptance of Office

3114 ELECTION OF VICE CHAIRMAN

3114.1 There were no nomination for the post of Vice Chairman; the post remained vacant

3115 DECLARATIONS OF INTEREST None

3116 DISPENSATION REQUESTS None

3117 MINUTES OF PREVIOUS MEETING HELD 4 JULY 2022

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

3118 CASUAL VACANCIES

It was reports that Mrs Susan Barter and Ms Chloe Rees had put their names forward for co-option to fill 2 of the 3 vacancies. Ms Rees was unable to attend the meeting, thus her co-option was postponed until the next council meeting. Mrs Barter left the meeting while her application was discussed.

3118.1 It was **resolved** to co-opt Mrs Barter to the Council; she completed her Declaration of Acceptance of Office and Register of Members Interests and took her place on the council.

3119 CLERKS REPORT

3119.1 It was reported that the Clerk had been elected to the Executive Committee of GAPTC to represent small / medium size councils.

3119.2 GAPTC Annual General Meeting held 23/7/22, motions discussed:

- Painswick PC. All holiday lets to be registered with the local authority. **Passed**
- Rodborough PC. Restrictions to allow Councillor who resigned for vexatious reasons to stand for re-election. **Failed.**
- Chipping Camden PC. That the government rather than the District Council should determine which social housing provider should be employed. **Withdrawn**
- Chipping Camden PC. There should be an option to return to virtual council meetings. **Passed**

3120 MATTERS ARISING

3120.1 re minute 3097.3: it was reported that it had been established that the drainage gully at the entrance to the village hall was within the boundary of the land leased to the hall committee.

3121 PUBLIC QUESTIONS

3121.1 Cllr Wheeler asked if there was an underlying reason for the recent resignations from the council; he was advised that, in the opinion of members, there were not.

3122 REPORT FROM COUNTY COUNCILLOR ALLAWAY-MARTIN No report

3123 REPORT FROM DISTRICT COUNCILLOR WHEELER

Cllr Wheeler reported:

- The full council meeting on 21/7/22 which was suspended after over 3 hours duration, the majority of that time taken up with public and councillors’ questions
- The Local Plan strategy which was just out for public consultation and which he urged the council to read and respond to.

3124 REPORTS FROM PARISH COUNCILLORS AND COUNCIL REPRESENTATIVES

3097.1 **Litter picking and footpath group.** Cllr Woodhouse reported little progress due to holidays; he was liaising with Jeff Wheeler (GCCRoW Officer)

3097.2 **Local Plan Engagement Forum.** No report

3097.3 **Village Hall Committee.** Cllr Mobbs-Morgan reported on the recent barbeque which was well attended although numbers were down of previous years. Next meeting 28/9/22

3097.4 **Coleford Area Partnership.** Contact yet to be made

3125 PLANNING

3125.1 FODDC APPLICATIONS SUBMITTED – response submitted

	Ref No	Location	Proposal	Response
3125.1.1	P0971/22/TCA	Staunton: A4136 opposite the church	Crown reduce whole canopy of Beech tree by 2.5m	No response – applicant is the Parish Council

3126 FINANCE

3126.1 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 Mobbs-Morgan & Woodhouse

BACS ref	Payee	Purpose	Amount	VAT	Payment value
22/22	R McAllister	Repoint The Pound	1250.00		1250.00
22/23	N Sargent	July grass contract	100.00		100.00
22/24	N Sargent	August grass contract (to be paid 1/9/22)	100.00		100.00
TOTALS			1450.00		1450.00

3126.2 FUNDS RECEIVED TO DATE - **£8000.00** (no change)

3126.3 UNITY TRUST BANK

- 3126.3.1 It was confirmed that Annie Dyson had been removed as a signatory
- 3126.3.2 It was **resolved** to add Mrs Barter as a “View and Authorize” signatory.

3127 ASSETS

- The following action had been taken re the Inspection report:
- Ivy had been removed from the bus shelter by persons unknown
 - Perspex in White Horse car park notice board required replacing
 - Glass in 2 x interpretation boards required cleaning

3128 HIGHWAYS AND RIGHTS OF WAY

- 3128.1 It was reported that there had been absolutely no progress with the acquisition of 2 x VAS; Cllr Allaway-Martin and LAHM to be asked to priorities as the matter had been outstanding for many months.
- 3128.2 The winter salt requirements (nil) was to be advised to GH
- 3128.3 Consideration would be given to formulating winter and general emergency plans for the parish, including the compilation of a list of residents willing to offer assistance to others.

3129 STAUNTON MEEND

- 3129.1 It was reported that Cllr Richards was liaising with the GCCRoW Officer to inspect all the gates. Upgrading to current BS was required to be completed by the end of the year.
- 3129.2 It was reported that the claim under the HLS for 2022 had been acknowledged; the RPA would send an application form in due course.
- 3129.3 It was reported there was little point in contacting Jamie’s Farm unless and until a plan for the Meend had been finalized.
- 3129.4 It was agreed that grass could be cut and bracken bashed outside Buckstone Lodge and other areas, to encourage grass growth.
- 3129.5 It was agreed, as an experiment, to remove some self-seeded Birch trees

3130 OTHER PARISH LAND

3130.1 FROGSMOUTH SAFETY MEASURES

It was resolved to accept the ‘estimate’ of £1200 + VAT from John Barnby to install a sawn posts and rails fence alongside the road access to the Buckstone, on the understanding that the price

was fixed. Cllr Richards to liaise with the contractor.

3130.2 LAND OWNERSHIP

3130.2.1 BRINDSEY'S WELL

It was reported that council records show that "Our land at Brindsey's Well is not registered with the Land registry and we don't have the deeds". It was resolved to apply for ownership through Adverse Possession.

3130.2.2 ST JOHN THE BAPTISTS WELL

It was reported that there was no evidence that this land was owned by the Parish Council; it was assumed to be owned by Forestry England. No further action to be taken.

3130.2.3 BUS SHELTER ON A 4136

It was reported that an agreement between the Parish Council, and GCC dated 3/7/80 gave permission to erect the shelter. On receiving notice from GCC, the Parish Council is obliged to remove it at its own cost and make good any damage to the footway or highway

3131 JUBILEE ORCHARD

It was reported that there were issues in planting in the preferred location; alternative sites would be researched.

3132 GRASS CUTTING IN VILLAGE

It was reported that a meeting between Cllrs Mobbs-Morgan and Whitehouse with Fran Sargent would be arranged after the Parish Council's requirements had been established. 'No mow' areas to be considered.

3133 MILLENNIUM PROJECT - VILLAGE PUMP

It was reported that there had been little progress due to holidays but it was hoped a locally produced design would come forward and that the project would be completed by the end of the year.

3134 CORRESPONDENCE

3134.1 REQUIRING RESPONSE

3134.1.1 NALC – consultation of Short Term Holiday Lets (closes 30/8/22). *No response to be made.*

3134.1.2 The question of whether 'correspondence' should include posts on Facebook was raised.

3135 MINOR MATTERS None

3136 PUBLIC COMMENT

3136.1 Mr Barter asked for a copy of the village plan with settlement boundary marked.

3136.2 Mr Barter raised the question of public liability with regard to a plaque at St John the Baptists Well; it was agreed that the Parish Council had no responsibility for the land (see minute 3130.2.2 above)

3137 ITEMS FOR FUTURE MEETINGS

Oct – arrange assets inspection

Oct – first draft budget 2023/24

Oct – Jubilee orchard
 Jan - arrange assets inspection
 Apr – arrange assets inspection

3138 DATES OF FUTURE MEETINGS

Date 2022	Time	Meeting	Venue	Final date for agenda items* / written reports** & dispensation requests**
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 Rees & Dyson before the **March** meeting

The meeting closed at 2106