

STAUNTON COLEFORD PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD IN STAUNTON VILLAGE HALL ON 10 JULY 2023 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
HLS Higher Level Stewardship scheme	HMRC His Majesty's Revenue & Customs
LAHM Local Area Highways Manager	NALC National Association of Local Councils
RPA Rural Payments Agency	WVAONB Wye Valley AONB

PRESENT

Rees, Barter, Mobbs-Morgan.
Clerk – Mr Martin. 1 members of the public.

3357 APOLOGIES

Apologies were received from Parish Councillor Andy Richards, and District Councillor David Wheeler, and County Councillor Carole Martin.

3358 DECLARATIONS OF INTEREST

There were none.

3359 DISPENSATION REQUESTS

There were none.

3360 MINUTES OF PREVIOUS MEETING

Resolved.

The item concerning the Jubilee was removed.

3361 TO RESOLVE ON THE CO-OPTING OF MRS EMMA DAWN

This item was deferred as Mrs Dawn was not present and there was no clear consent that she wished to be co-opted at this time. The Clerk and the Chairman would attempt to contact her to address this.

3362 MATTERS ARISING FROM PREVIOUS MEETING

See item 3363.

3363 CLERK'S REPORT

3363.1 Report on Gloucestershire Highways re possible land purchase.

The Clerk read out a draft letter which the council approved to be sent as an invitation to highways to begin negotiations.

3363.2 VAS issues.

The Clerk read out previously forwarded email replies on the VAS issues and was instructed to contact other Parish Councils with similar schemes for context on what equipment they operate. If future upgrades are required, the council can still apply for build back better funds from Councillor Martin.

Organisation of a new group of VAS operators should also be recruited. A formal request for volunteers could be put up on the Council's Facebook as well as inquiring if this can be aligned or merged existing County wide road safety schemes. The Clerk would email County Speeding Officer Mike Harrison for this.

3363.3 Arrangements for informal meeting of the council with Cllr Wheeler on planning issues.

The date was agreed on for Wednesday 19th July at 7pm. This meeting would be non-public in nature and the Clerk would make the arrangements for this.

Additionally, the Clerk would confirm the date of the public meeting with Tarmac set for 12th of September.

3364 REPORT FROM DISTRICT COUNCILLOR

Deferred.

3365 PUBLIC QUESTIONS

A member of the public suggested that an option in combating the risk of crossing the main road through the village could be a pedestrian activated crossing. This suggestion could be made by the Council to highways.

The Clerk was informed to also attach Council publications onto the bus stop notice board as well.

The Clerk confirmed that he had searched all of the Council's records again and still could not find any reference or surviving documentation that contained the details of the agreement between the Council and the owner of the Ransom strip into the village hall car park.

The council will draft a new agreement to put before both parties.

3366 REPORTS FROM PARISH COUNCILLORS & COUNCIL REPRESENTATIVES

3366.1 Litter picking & footpath group. Including the organising of the recruitment of new volunteers.

The Clerk had asked for a report, but none had been passed on. It was suggested that this item be removed from future agendas. A new litter picking group could be recruited via Facebook as well as liaising with the Gloucestershire County council rush scheme. The Clerk would arrange this.

3366.2 Meeting with Tarmac.

See item 3363.3

3366.3 Village Hall Committee. Cllr Mobbs-Morgan

Cllr Mobbs-Morgan reported that there would be BBQ on Saturday 5.30pm. There is also a planned meeting of the committee on the 18th of this month to fill vacant roles. The AGM meeting is set for August 31st. The Clerk will ask the committee for the completion of the survey into potential repair costs that the Parish Council may agree to underwrite.

3366.4 Forest Climate Network meeting Cllr Barter

Nothing to report.

3367 PLANNING

FOREST OF DEAN DISTRICT COUNCIL APPLICATIONS SUBMITTED – none

FOREST OF DEAN DISTRICT COUNCIL DECISION NOTIFIED – none:

3368.1 FINANCE

Resolve on the repeat confirmation of the:

Annual Governance Statement.

Annual Statement of Accounts.

Certificate of Exemption.

This is due to the original documents being rendered inaccessible due to the change of Clerk.

Resolved.

3368.2 ACCOUNTS FOR PAYMENT: to approve the following accounts for payment (Authority: Localism Act 2001 s.1).

BACS ref	Payee	Purpose	Amount	VAT	Payment value
	Town & Parish web'	Yearly subscription renewal.	240.00	0.00	240.00
	GATPC	Yearly Internal Audit fee.	180.00	0.00	180.00
	Complete landscaping	Lawn & landscaping.	300.00	0.00	300.00

	Cllr S. Barter exp'	Land registry searches.	9.00	0.00	9.00
	FODDC	Uncontested Election costs	211.80	0.00	211.80
	AK Contracting	Clearances on Staunton common.	855.00	0.00	855.00
	Jonathan Martin	Clerk Salary Apr-June.	1,254.90	0.00	1,254.90
	PAYE deductions	Tax	313.73	0.00	313.73
		TOTALS	3,364.43	0.00	3,364.43

Resolved.

3368.3 First Quarter April to June financial report and budget analysis.

The first quarterly report was given. Its findings were:

Total income: 7,500.00

Total expenditure: 3,885.31

Total incomes less expenditure: 3,614.69

Starting Balance 1st April: 23,499.74

Finishing Balance 1st July: 27,114.43

3369 HIGHWAYS & RIGHTS OF WAY

Deferred.

3370 STAUNTON MEEND

3370.1 Report by Mrs Helena on updates.

A recently received report would be circulated between the councillors.

3370.2 Resolve on the quote from Cllr Andy Richards in relation to preliminary work.

This item was incorrectly worded. It is essentially redundant.

3371 OTHER PARISH LAND

3371.1 Resolve on commissioning repair work on the local wall at Elmlea.

The final quotes would be pursued by the Clerk.

3371.2 Resolve on seeking quotes for the treatment of an ash dieback infection at the Frogs Mouth.

Two quotes had been received, one at £1,800 and another at £9,600. A third quote is being waited on.

Questions were raised as to what to do with the cut wood that would result from the tree surgery. Options discussed were to request the council to remove it or donate the wood to local people. This would be put on the next agenda.

3372 ASSETS

3372.1 To discuss a report on issues apparent from a recent asset inspection of the parish assets and resolve on appropriate measures.

A detailed review of the local council assets was given. Post meeting an action sheet has been amassed on the complex issues and activities needing to be undertaken.

3372.2 To arrange asset inspection (pro forma attached) and/or report any issues from previous inspection.

Deferred.

3373 PARISH EMERGENCY PLAN

The Clerk reported that the draft plan from Newland was unsuitable and consisted mainly of a list of contacts. The Clerk would draft a new one for next meeting.

3374 STAUNTON VILLAGE HALL

Deferred.

3375 RESOLVE ON ISSUE LICENCE FOR METAL DETECTORS ON PARISH LAND.

This item had previously been resolved and Cllr Barter confirmed that the detectorists had received the contract and were planning to start soon.

3376 CORRESPONDENCE

None, this item is to be removed for the next agenda.

3377 MINOR MATTERS

Issues of potential site for local beekeepers would be added to the next agenda.

3378 PUBLIC COMMENT

Vegetation overgrowing the pavement between 2 Woodcroft and the Elms Nursing Home needs cutting back by the owner of New House. The foliage needs removing to reveal the width of the pavement.

3379 ITEMS FOR FUTURE MEETINGS

These are mentioned above.

3380 DATES OF FUTURE MEETINGS

August 7th 2023.