

**MINUTES OF THE MEETING OF WHITMINSTER PARISH COUNCIL HELD AT THE WHITMINSTER VILLAGE HALL, WHITMINSTER AT 7.30 PM ON WEDNESDAY 4<sup>TH</sup> NOVEMBER, 2015.**

**Public Forum**

15 minutes were allocated for public questions and comments at the start of the meeting.

There were no issues raised.

**00/11**

**Present**

Cllrs Jones (Chairman), Douglas, Hughes, Paynter & Peters. The Clerk was also present along with 2 members of the public.

**01/11**

**Apologies**

Apologies were received and accepted from Cllrs Hay and Mrs Gilmore as well as Cllr Douglas for arriving late.

Cllr Mrs Gilmore had apologised in advance for the fact that she would also not be able to attend the December meetings.

**02/11**

**Declarations of Interest**

Cllr Jones declared a potential interest in regard to Item 4. (i) of the Agenda pertaining to the Playing Field . This was because of his Chairmanship of the Committee and not as a Parish Council Representative. A similar interest would apply in respect of Cllr Douglas but he had not arrived for this part of the meeting to make a declaration and hence it was considered ongoing from details declared in previous meetings.

**Code of Conduct**

The Clerk confirmed that his enquiries had resulted in him concluding that the current adopted Code of Conduct remained valid. He was looking into obtaining sample Standing Orders to be reviewed. Meanwhile, grant aid had been applied for in respect of the Transparency Fund administered through GAPTC.

**03/11**

**Minutes**

The Minutes of the Parish Council meeting of 7<sup>th</sup> October, 2015, were signed as a true record subject to the following amendments:

- 01/10 Apologies – Amended to include that apologies had been received from Cllr Paynter who was on holiday..
- 06/10 Planning – ‘Bene’ changed to ‘been’.

The Minutes of the additional Parish Council meeting of 26th October, 2015, convened to discuss matter relating to the Skate Ramp, were approved without amendment.

**04/11**

**Matters Arising**

**Skate Ramp**

Cllr Jones advised that he and the Clerk were meeting the proposed contractor on site at 10 am the following Monday to discuss matter further and place an order if appropriate within the parameters discussed. This was to include authority to hire in security fencing if needed as alternative local

sources had not been able to help. Cllr Peters reported that he had heard nothing back from Caloo in respect of the potential alternative equipment that he was investigating.

#### Mud & Debris on A38

Cllr Peters advised that Street Cleansing had been out and cleared up the area in question but had not done a full job and he would follow up with them again in the Spring

#### Footpath & Bridleway Matters

Cllr Peters clarified with Cllr Paynter the issue he was concerned about relating to the bridleway near Canal View and Cllr Paynter agreed to investigate. Cllr Paynter also confirmed that he would follow up matters in respect of re-printing the village walks guide.

**05/11**

### **Police & Community Safety Matters**

#### Crime Figures

Crime Figures for the previous month were read out by the Clerk and circulated.

#### Other Matters

Cllr Peters advised that he was going to take a walk around the village with PCSO Lifton in due course. A leaflet drop had taken place in the area of The Close asking residents to park considerately but it had had no real impact. Cllr Peters had also been in touch with the Housing Department at SDC asking if they could write to residents but Cllr Jones pointed out that very few of the houses were Council owned, that the approach had been tried before and that the parking area backing onto Vaisey Field was not Council owned.

It was noted that the review of the Warden Service had been concluded and was being organised into a North and South area with 8 wardens in total. Advertising was taking place for new staff.

**06/11**

### **Planning**

#### Decisions to Note

S.15/1919/HHOLD Highfield House, School Lane, Whitminster.

New guarding to flat roof.

Permission granted

S.15/2257/DISCON Parklands Farm, School Lane, Whitminster.

Discharge of condition 4 (archaeology) of S.14/0716/OUT.

Permission granted.

#### Applications and Appeals to Consider

S.15/2354/HHOLD Hurst Lodge, School Lane, Whitminster

Conversion of outbuilding to form annexe.

Council resolved to support this application.

#### Other Planning Matters

The date of the appeal to consider the application for up to 95 dwellings off of School Lane was reaffirmed as 24<sup>th</sup> November at 10am.

Clarification was received and circulated concerning the conditions placed on the Parklands site relating to the community orchard and dog walking route.

The proposed Terms of Reference for the Javelin Park EFW Facility – Community Liaison Group had been circulated along with Minutes of the meeting that Cllr Mrs Gilmore had attended. The Clerk reiterated the need for Council to be represented at future meetings in order to potentially access future funds. Cllr Peters had attended the CPRE/GAPTC Planning Training Event at the Village Hall on 22<sup>nd</sup> October and reported that it was very good.

A CPRE planning checklist, to consider referring applications for their notice, was received.

The Inspector's report containing modifications capable of making the Local Plan capable for adoption had been published and details of how it could be accessed had been received.

**07/11**

**Highways & Byways**

Cllr Jones had noticed that the lights had stopped working on the A38 pedestrian crossing. He agreed to report the matter. Cllr Peters agreed to do likewise regarding street lights in The Close. Cllr Douglas commented on some potholes he had identified but Cllr Jones advised that he was aware of them as well and they were no yet of sufficient depth for filling. Cllr Paynter reaffirmed that he would work on the Parish Walks Guide over Christmas.

The Clerk had received a response from the Highways Officer, Daniel Tiffney, advising that the new village sign was being ordered (in fact it had recently been installed) and commenting on Council's various other points concerning the A38. He advised that the problems with the surface in Whitminster were complicated and required liaison with the contractor. The Clerk was asked to pursue the matter with Mr Tiffney again as it had been going on for over a year and had already received a lot of consideration.

**08/11**

**Accounts**

**Accounts for Payment**

The following accounts were approved for payment and cheques drawn:

GAPTC	GAPTC	£15.00
Training course for Cllr Peters.		
Poppy Appeal	Donation	£50.00

**General Overview Audit & Other Matters**

The Clerk reported a balance of approximately £9,442.48 at the bank taking into account cheques that had not yet cleared. Letters requesting grant support was received from the Longfield Hospice and CAB. It was agreed that these would be considered further at the relevant meeting when any donations are agreed.

**09/11**

**Correspondence**

Details of SDC Community and Facilities Review.

Email setting out information on the review of Polling Districts and Polling Places.

Request for confirmation of the supply of the electoral register – the Clerk had responded.

Notice of Glos draft Local Transport Plan consultation and planned evening events.

Details of Public Funded Transport Plan consultation.

Minutes of the meeting of Severn Voice held on 19<sup>th</sup> October.

Invitation to Health and Wellbeing Workshops.

Details of the new SDC garden waste scheme.

SDC E News.

CPRE Magazine.

Clerks & Councils Direct Magazine.

**10/11**

**Chairman's Items & District Councillor's Report**

Cllr Jones gave an update on various key meeting dates of SDC and reaffirmed the current status of the Local Plan and likely proposed date for adoption. He also picked out the key matters discussed at the meeting of Severn Voice and reminded those present again of the date and procedure for the appeal hearing concerning land off of School Lane. A full copy of the Chairman's Report and SDC matters was to be given to the Clerk to be circulated.

**11/11**

**Other Business**

Website statistics had been circulated.

Litter picking at the Playing Field for the coming month was to be taken on by Cllr Hughes.

Cllr Douglas raised concerns relating to the proposed incinerator at Javelin Park especially in regard to traffic movements and what might happen in the event of problems on the motorway. Discussions surrounded possibly forming a committee to address the matter within the village an updating the emergency plan. It was decided that for the time being it be suggested that anyone with concerns or interested in getting involved should engage through the Liaison Group mentioned earlier.

**12/11**

**Future Agenda Items**

None identified.

There being no further business the Chairman declared the meeting closed at 9.09 pm.

**CHAIRMAN – Wednesday 2<sup>nd</sup> December, 2015.**