

**MINUTES OF THE MEETING OF WHTIMINSTER PARISH COUNCIL HELD AT THE VILLAGE HALL, WHITMINSTER ON WEDNESDAY 7<sup>TH</sup> DECEMBER, 2016.**

**Public Forum**

A representative from Wales & West Utilities attended to provide an update on progress concerning the replacement of a gas main running along the route of the A38. He explained that the work had proceeded very well and anticipated that it would be completed in February, 2017. Traffic lights had been used as a traffic calming measure even where two-way traffic had been permitted and this was to improve safety for workers and access to road fronting houses. Unfortunately, the closure of the centre of the crossroads could not be avoided due to the complexity of pipes and ducts in the area. This would be undertaken in January and advance notices would be posted in appropriate locations.

The applicant in respect of a planning application to be discussed at the meeting, relating to Belvedere, attended and reminded Council briefly of the points she had made in support at a previous meeting when no application had yet been submitted. She said she had already been using the premises for the intended purpose and had received no complaints from neighbours of students attending her courses.

Another member of the public present raised issues concerning the closure of the Post Office and the re-routing of a bus service to Gloucester that no longer stopped at the Quedgeley shopping centre. Council had been copied in on his correspondence with the County Council and bus service provider. It was also noted that the matter had been taken up by County Councillor Blackburn and Neil Carmichael MP, as indeed had the closure of the Post Office as per correspondence considered at a previous meeting.

**00/12**

**Present**

Cllrs Jones (Chairman), Hay (Vice-Chair), Braidford, Douglas, Mrs Gilmore, Paynter and Peters.

The Clerk and 4 members of the public were also present along with the representative from Wales and West Utilities who stayed for a section of the meeting.

**01/12**

**Apologies**

None.

**02/12**

**Declarations of Interest**

None pertaining to Agenda Items.

**03/12**

**Minutes**

The Minutes were approved subject to the following amendments:

- 06/11 - Cllr Peters asked for it to be made clear that policy numbers WNE 4 & 5 relate to the Village Design Statement.
- 07/11 - Reference to 'style' was amended to 'stile'.

Matters pertaining to Minutes for discussion at the request of Cllr Peters

Cllr Peters advised that he hadn't been able to access the new website via the link Cllr Hay provided but had found information relating to Whitminster on

Wikipedia. Cllr Hay confirmed the website was working and no-one else had experienced any problems.

Cllr Hay reminded those that had not done so already that he required biographic information to complete the profile page on the website.

The second point Cllr Peters wished to raise related to the historic Minutes. He advised that there did not appear to be any Minutes recorded at the County Records Office since 1968. The Clerk and Chairman advised that they couldn't understand why that would be the case and Cllr Peters agreed to look into the matter further.

## **04/12**

### **Matters Arising**

#### **Skate Ramp Replacement**

It was noted that Cllr Peters and representatives of the Whitminster Village Hall and Playing Field Management Committee would be meeting with Rhino Ramps the following day to obtain a further quotation for a replacement ramp.

#### **World War One Display Project**

The Clerk advised that it was necessary to demonstrate the educational benefits of the project and the learning opportunities that it would provide for all. Examples of the images were also needed. Cllr Peters said these would be provided between meetings.

#### **Post Office Closure**

Following some discussion over what had led to the closure of the facility in the Highfield garden centre it was clear that alternative premises would need to be found if a Post Office was to be reinstated. It was agreed that the Clerk should write to the Post Office offering space within the car park of the Pavilion, with the agreement of the Management Committee, to see if a temporary building could be provided as an interim measure. It was noted that the facility had been very well used. Correspondence had been received from Neil Carmichael MP along with responses from the Post Office relating both to his request that every effort be made to reinstate a post office in the Parish and also advising that a facility would be opening soon in the Village Shop in Frampton-on-Severn.

#### **Website**

Cllr Hay was thanked for his efforts in getting the new website up and running. It was agreed by all that it looked very good. An invoice had been received from the provider for the set-up work and also hosting services for the coming year and this was to be addressed under accounts later in the meeting. Cllr Paynter confirmed that he would prepare and submit some biographical information although he couldn't recall the year when he first joined Council. The Clerk was asked to make reference to the new website in SPAN and invite contributions from village organisations. Cllr Hay also advised that he would make any changes needed and would welcome further feedback once people started to use it more.

#### **Bus Service**

Following on from the discussion had during Public Comments at the start of the meeting, correspondence sent by email from a Parishioner to the County Council was discussed. It was noted that Cllr Blackburn had not received any response to the issues he had raised with Alan Bentley of the County Council. The Clerk was to liaise with Cllr Blackburn to see if he could follow matters up and to ask what action the Parish Council could take.

#### **Other Matters**

- Phone Kiosk - The consultation paper proposing the removal of the phone box in The Close, along with many others in the District, was discussed in more detail. Council resolved to object to this proposal and point out the

comparatively high use of the box compared with others and its proximity to the A38 and the Village Hall for use in emergencies. However, if the request for it to remain were to fail then Council would be interested in 'adopting' it as suggested.

- Bus Shelter Seats - It was confirmed that two perch type seats had been ordered as discussed following the last meeting.
- Village Walks Guide - Cllr Paynter informed the meeting that he intended to progress the proposed re-print and may include some further routes. He was hoping to find the time over the Christmas break. It was noted that there were some remaining copies if anyone wanted one.

## **05/12**

### **Police & Community Safety Issues**

Emergency Plan Update - Cllr Peters confirmed that he was starting to make progress and had obtained an electronic copy of the Householders' Plan from the District Council. He next hoped to call a meeting to check if the various named individuals who had volunteered their services were still resident within the village. He also informed those present that he had been advised that implementation of the plan could be carried out without the need for the District Council to declare an official emergency.

Neighbourhood Warden - Notification had been received from SDC that Andy Murray had been appointed as the new Warden for the area.

Other matters discussed included the possible purchase of a defibrillator, that it was agreed would be considered further at a future meeting, and the Community Safety Meeting that had taken place the previous day. From that meeting Council had been made aware that PCSO Mark Lifton was unlikely to be returning to the area and one Constable and one PCSO was considered adequate for the area.

Cllr Peters added a number of comments confirming that he had inspected the snow plough and now had all necessary contact details, although he did feel it may require some adjustment, and also that he had reported an incident of fly tipping that had since been cleared away. He also advised that the Neighbourhood Watch group was hoping that the Cluster Group meetings could be reinstated and finally informed the meeting that the dog poop scoop bin in Hyde Lane had been emptied.

## **06/12**

### **Planning**

#### **Decisions to Note**

S.16/0240/FUL Land off Bristol Road, Whitminster.

Residential development with altered access.

Refused.

#### **Applications to Consider**

S.16/2291/FUL Belvedere, Bristol Road, Whitminster.

Conversion of outbuilding to sewing workshop for lessons and part retail.

Council resolved to support this application as there were no highway objections and it would be of economic benefit to the Parish.

S.16/0240/FUL - Appeal (see applications details as above).

Council resolved to reaffirm its earlier comments.

S.16/2560/OUT Land at Hillview House, Bristol Road, Whitminster.

Outline application for development of 3 detached dwellings.

Whilst Council supported development on the site it felt necessary to object to this particular application on the grounds of the density and size of the proposed dwellings.

#### **Other Planning Matters**

Council reviewed the further information available on-line relating to the long-running planning application for a football stadium and industrial park on land West of the M5 Junction 13. Council resolved to await the publication of further highways information and comments before adding any additional points to its initial objection.

Information was received from GAPTC detailing the approach taken by various Gloucestershire Council's on S.106 agreement matters.

**07/12**

### **Highways & Byways**

#### **Proposed Verge Cutting Project**

The Clerk updated Council that he had spoken with Came & Co, the Council's insurers. They advised that Council did hold Public Liability Insurance to a limit of £10m but the work proposed was outside of the scope of the Parish Council's responsibilities and not being a normal activity further cover would be required. They had also advised that they would need to have sight of the Contractor's insurance policy and Council, as the employer, would need to undertake a risk assessment of the scope of the work to be performed as well as the Contractor conducting his own risk assessment and method statement for the practice of completing the work and using the necessary machinery. The Clerk was also concerned by the requirements set out in the County Council's draft contract and the Parish Council's ability to comply. Cllr Jones updated the meeting by adding that there was a meeting planned for the representatives of the interested Councils the following evening and he would raise the various issues of concern. It was proposed that a final decision be reached at the January meeting assuming further details are available by then.

#### **Highway Safety - Speeding**

Unfortunately, the proposed use of an M500 speed survey camera in School Lane had not taken place as there had been some confusion over the relevant policing priorities following the last area policing meeting. However, the request was now noted and the use of the camera was being scheduled in the near future.

Information was received on proposed further closures of the M5 to facilitate ongoing works.

Other matters discussed included footpaths and although the issue relating to a footpath as highlighted by Mr Wilkes had been resolved no response had been received from the PROW Team at the County Council concerning the other blocked footpaths and missing bridge handrail. Cllr Douglas reported a broken kissing gate in the field to the rear of his property and Cllr Jones stated he would investigate further. Finally, Cllr Jones reported to the meeting that the pavements in Paynes Meadow had been looked at again and repairs were now planned. It was hoped that this would be a comprehensive repair and Cllr Mrs Gilmore stated that there were damaged areas that had not been marked up.

**07/12**

### **Accounts**

#### **Accounts for Payment**

T W Hawkins & Sons	Grass Cutting	£730.40
Parish Council Websites	Website Design and Hosting	£480.00
Fields In Trust	Membership	£50.00
Poppy Appeal	Donation	£50.00
Clerk	Administration	£2,295.00

#### **Payments Received**

A donation was received in the sum of £250 from Frampton Country Fair to be set towards a project in the village. The Clerk had previously advised that this might

be forthcoming and it was considered appropriate to put this towards the cost of the proposed new shed to store equipment at the Church.

#### Other Financial Matters

It was noted that the precept would need to be discussed early in the New Year and a summary financial statement would be prepared to facilitate this.

### **08/12**

#### **Correspondence**

The following items of correspondence were received:

CPRE Countryside Voice magazine.

The Trow.

CPRE Gloucestershire Views.

Letter from Stroud Labour Party with comments on the Boundary Commissions proposals for the parliamentary constituency – Council reaffirmed its apolitical stance and the Clerk was instructed not to respond.

Copies of various correspondence to and from the Severn Voice group.

War Memorials Bulletin.

Clerks & Councils Direct.

School Admissions Policy information.

The correspondence back was available to be circulated at the end of the meeting and Cllr Peters asked if he could be the first recipient.

### **09/12**

#### **Chairman's Items & District Councillors Report**

The Chairman advised that the majority of the issues he had noted down had already been discussed but he did comment on the fact that he felt the Act of Remembrance had gone well. He also updated Council on various SDC matters such as the new waste collection service, the decision, at appeal, to allow over 100 houses to be built on the edge of Berkeley and the activities of a Task and Finish Group looking into Council support of various District facilities.

### **10/12**

#### **Other Business**

Cllr Douglas gave an update on the proposed formation of a new Stroudwater Team Ministry that would comprise of one Rector and two Vicars covering 15 parishes. With regard to the proposed new shed for the Church, the necessary faculty had been approved but had gone astray and was awaited. Once received it was anticipated that the work would be deferred until the Spring and Cllr Douglas said he would update further in due course and was very grateful for the Council's pledged financial support.

Cllr Peters commented on the level of litter present in the village.

Cllr Jones stated that there was no need for a volunteer to litter pick at the Playing Field for the coming month.

There being no further business the Chairman declared the meeting closed at 10:07pm.

**CHAIRMAN** - Wednesday 4<sup>th</sup> January, 2017.