**MINUTES OF THE MEETING OF WHITMINSTER PARISH COUNCIL HELD AT THE VILLAGE HALL, WHITMINSTER ON WEDNESDAY 7th NOVEMBER, 2018.**

**Public Forum**

The Vice-Chairman welcomed the Parish Councillors, County & District Cllr Stephen Davies and the public in attendance.

There was one member of the public present who was given an opportunity to speak but no issues were raised.

**00/11**

**Present**

There were 6 Councillors present including Cllrs Hay (Vice-Chairman) who chaired the meeting, Braidford, Douglas, Mrs Gilmore, Paynter and Peters.

There was 1 member of the public in attendance throughout the meeting together with Cllr Stephen Davies who also stayed for the whole meeting.

**01/11**

**Apologies**

An apology had been received and accepted previously from Cllr John Jones (Chairman) who was attending Frampton-on-Severn Parish Council in his capacity as District Councillor for the Ward. However, he had provided notes on matters he had been attending to that were worked through by the Vice-Chairman and Proper Officer.

**02/11**

**Declarations of Interest**

Cllr Hay declared an interest in regard to a planning matter to be considered that related to a residential property owned by him within the village.

**03/11**

**Minutes**

The Minutes of the meeting of 3rd October, 2018, were approved subject to the following amendment:

* 05/10 – Other Matters – 2nd line – ‘tress’ amended to read ‘trees’.

**04/11**

**Matters Arising**

Dog Waste/Litter Bin – It was noted that the new bin had been installed by the Weir. Cllr Jones had made arrangements for it to be emptied. An issue had been raised by Fretherne with Saul PC advising the bin was full and had not been emptied but it was thought than an asset number had now been applied to the bin, a key provided to the District Council and there should be no further issues. The cost for emptying would be £52.20 per annum. The builder’s invoice had been received to be addressed under the item of accounts later during the meeting.

Growing Our Communities Fund – A remittance advice had been received confirming the payment of the £2,000 award and this had been received into Council’s account. Cllr Stephen Davies was thanked for his support of the project to provide outdoor gym equipment in the village. It was also noted the Cllr Jones had submitted an application to Awards for All for additional funding for the outdoor gym equipment in the sum of £10,000 and a response was awaited.

**05/11**

**Police & Community Safety Issues**

Emergency Plan

There was nothing further to report for the time being. However, Cllr Jones had made the comment in his notes that it might be appropriate to consider progressing the updating work in tandem with considering an update of the Village Design Statement in 2019.

Neighbourhood Warden

A written report had been passed on by email from the Chairman advising that the Warden had sprayed appropriate warning signs in areas where dog mess was an ongoing issue. In addition, she had looked into issues concerning the parking of a lorry at Holbury Crescent and a mini-bus in The Close and as neither appeared to be breaking any ‘rules’ there was no further action to be taken. However, it was noted that the issue concerning the mini-bus had eased following Cllr Jones direct communication with K B Coaches. Finally, she had included reference to the fact that she was arranging for pine needles and brambles to be cleared away from Vaisey Field.

Other Matters

Cllr Jones, through his notes, drew to Council’s attention a meeting that had taken place to consider issues relating to speeding and styled as the inaugural meeting of the Five Valleys Road Safety Partnership. The minutes of the meeting had been circulated with particular attention drawn to the areas shaded. He also provided a written update concerning trees in the copse next to the Playing Field advising that a tree surgeon was due to start work in December.

**06/11**

**Planning**

Decisions to Note

Although no formal notification had come though, Cllr Jones’ notes advised that consent had been granted for a garden room at 50 Upton’s Gardens.

Applications concerning a children’s day nursery at Belvedere and Attwoolls, for an additional tent sales area, both off the A38 were yet to be determined. It was understood that the County Council Highways Dept had raised objections to both applications.

Applications to Consider

S.18/2227/HHOLD Wheatenhurst Cottage, Hyde Lane, Whitminster.

Extension to existing garage.

Cllr Hay reaffirmed his interest in this matter and offered to leave the room for the discussion that ensued. However, it was agreed that he should remain to answer any questions that might arise.

Council resolved to apply no comments to the application and chose not to raise any objection.

S/18/1678/FUL Land Adjacent to No. 24 The Close, Whitminster.

Erection of two semi-detached dwellings (REVISED).

Although Council considered two houses to be more appropriate for the locality, as opposed to flats, its objections to the original scheme remained in that it was felt the two houses were of an inappropriate design having dormer windows where none were mirrored locally, used materials out of keeping with the locality and would be of too great a height causing overlooking issues and loss of amenity to nearby properties. These points were raised and, together with a number of other comments, were agreed to be submitted to the District Council in objection to the proposal. However, it was noted again that 2 no. bungalows would be considered appropriate for the site and would most likely be supported by Council. As the matter was being considered at a meeting of the Development Control Committee a representative of the Parish Council would be allowed to speak and Cllr Peters had volunteered to undertake this.

Other Planning Matters

A question was raised as to whether any CIL payment would be forthcoming from the development at No. 1 Police Houses in School Lane. It was thought that the implementation of CIL had come in after the development was consented at appeal.

**07/11**

**Highways & Byways**

Footpaths Map

Nothing further to report.

Other Matters

Cllr Jones had met with Mark Hawthorne of the County Council who had advised that the £150 million spend by the County Council on roads would focus on A and B roads with others considered later if funding allows. He suggested lobbying the local County Councillor to make representations to the County Council Cabinet Member responsible. This was noted by Cllr Davies who was present. Areas of carriageway requiring attention within the parish included School Lane to Schoolfield Close along with Hyde Lane. It was suggested the Cllr Davies be asked to consider further works in Paynes Meadow, to the footway, as a suitable project for some of his local highways budget for the following year. Similarly, it was suggested that the hedge outside Schoolfield Close could be tackled as part of the Lengthsman Scheme and Cllr Davies invited suggestions of work within the village. It was agreed that this would be considered at the December meeting.

Cllr Paynter advised there were no particular issues concerning footpaths and for the time being most had appeared to be sprayed out/reinstated as appropriate. However, it was noted that no response had been received from the PROW Dept concerning the path adjacent to Whitminster Court and Cllr Davies agreed to investigate the matter if supplied with an identifying plan.

Issues were raised concerning a hedge bounding The Close & Paynes Meadow that was overgrowing a footway. It was suggested that the Neighbourhood Warden ought to be asked to pick up this matter.

**08/11**

**Skate Ramp**

Cllrs Paynter updated Council on the good progress that had been made with repairs with some further work planned. Meanwhile, the safety inspection report had been circulated. It was accepted that the work undertaken would not extend the life of the equipment indefinitely but it had not been condemned and therefore there remained further time to raise funds for a replacement. A request was made for help from volunteers to weld back together some of the metal fencing areas around the play equipment as well as the basketball hoop. There were other issues raised by the safety report concerning equipment that the Management Committee would monitor.

**09/11**

**World War One Commemoration**

It was noted that the Service of Remembrance would take place at 10:50am on 11th November and the children of the village school would be holding a service on Friday 9th November. All would be welcome at both services.

**10/11**

**Accounts**

Accounts for Payment

The following accounts were approved for payment:

Whitminster Village Hall Hire for hosted Severn Voice meeting £14.50

Mr Nick Jones Installation of new bin £120.00

Nick Allen Design Production of WW1 Project Panel £1,140.00

The Play Inspection Co. Safety inspection of skate ramp & equipment £120.00

It was also agreed that a cheque could be raised to make a donation to the Poppy Appeal between meetings if necessary.

Other Financial Matters

Remittance advise detailing £2,000 receipt from Gloucestershire County Council.

It was agreed that the precept and budget for the 2019/2020 financial year would be considered at the January 2019 meeting. Meanwhile, the balance at the bank as at 1st October, 2018, had been noted as £21,535.50 subject to outstanding cheques yet to be cleared. A payment would be due from the County Council for verge grass cutting and the Chairman had passed over the information required to enable an invoice to be raised.

The Chairman’s notes also suggested that consideration be given to the purchase of 2 no. defibrillators to be located in the village.

**11/11**

**Correspondence**

The following items of correspondence were received:

The Trow magazine.

CPRE Magazine – Gloucestershire Views.

Details of closures to carry out works to the County’s Household Recycling Centres.

Field Notes – Newsletter of Fields In Trust organisation.

Details of the Active for Life equipment loans scheme.

Promotional material for Stroud Table Tennis Club.

Agenda for Severn Voice meeting of 24th October, being hosted by Whitminster, and minutes of the last meeting held on 21st March, 2018.

Details of Tenants’ Voice Vacancies at Stroud District Council.

**12/11**

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

A note from the Chairman asked if volunteers might be forthcoming to prepare and treat the 4 village noticeboards.

Cllr Davies gave an update on matters concerning the District Council including the appointment of a new C.E.O. who would be starting shortly and had already been finding her way around Ebley Mill. On County Council matters he touched on the improvements that had bene achieved in the Care Services department with Ofsted noting improvements had been made. He also gave an update on the development of the incinerator at Javelin Park and the work that had started on air monitoring. This became a detailed discussion and explored who background pollution and the impact of the wind can be catered for. He also confirmed the equipment purchased should be capable of recording the smallest particulates likely to be produced. Other matters discussed included the comprehensive study of the A38 that Cllr Davies had been campaigning for as well as the Gloucestershire Transport Plan and the application for a new football stadium East of Junction 13 of the M5.

**13/11**

**Other Business**

Schoolfield Close Ditch – Nothing further to report.

Parish Records – It was noted that a Minute Book had been located that was likely to cover the period of interest to Cllr Peters.

Parking in The Close – This had largely been covered under the discussion of Neighbourhood Warden matters. However, the Clerk advised that he had determined the District Council Surveyor would be the appropriate person to correspond with further over the various issues. A summary of the problems was also set out for Cllr Davies and further details were to be provided in the hope that he might also be able to provide assistance by engaging the correct officers at the District & County Councils.

Copse Adjacent to the Playing Field – reported on earlier in the meeting.

Javelin Park – all relevant matters had been covered by Cllr Davies.

**14/11**

**Future Agenda Items**

It was agreed that items to be put forward for consideration in the budget for the 2019/2020 financial year should be included on the Agenda for the next meeting along with a request from Cllr Peters for the matter of the Snow Plough to be considered.

There being no further business the Chairman declared the meeting closed at 8.56 pm.

**CHAIRMAN** – Wednesday 5th December, 2018.