

# Awre Parish Council & Burial Authority

Minutes of the Parish Council Meeting held on 17<sup>th</sup> June, 2019  
at the Village Hall, Awre at 7.00 p.m.

**PRESENT:** Cllrs. Fellows (Chairman), Allen, Bullock, Cotton, Greening and Ware.

**IN ATTENDANCE:** County/District Cllr. Boyles, District Cllr. Packer, 5 members of the public and the Clerk.

**30. APOLOGIES FOR ABSENCE**

None received.

**31. DECLARATIONS OF INTEREST**

Cllr. Greening re. item 38.1 – planning application.

**32. DISPENSATIONS**

None requested.

**33. PUBLIC FORUM**

A member of the public raised the issue of incorrect information being submitted by the heritage officer in relation to item 38.1 and also what appeared to be the lack of applications for listed building consent for works being undertaken/change of use at a number of local properties. The Chairman said that the Council would approach the Enforcement Team to try to organise a meeting regarding this issue.

**34. MINUTES OF PREVIOUS MEETINGS**

**It was resolved** to adopt, as a true record, the minutes of the following meetings:

34.1 Annual Parish Council meeting held on 20<sup>th</sup> May, 2019.

34.2 Parish Council meeting held on 20<sup>th</sup> May, 2019, subject to two minor amendments items 24.5 and 25. Clerk to circulate the amended version.

**35. MATTERS ARISING**

The Clerk reported on the following matters:

35.1 Lloyds Bank – change of signatories, paperwork to be signed.

35.2 The Council's insurance policy has been renewed.

35.3 Planning Decisions:

**P0626/19/FUL – Nibley Cottage, Nibley Hill, Blakeney** – permission granted.

**P0624/19/FUL – Underhill, New Road, Blakeney** – permission granted.

**P0662/19/TCA – Ludlow House, Church Square, Blakeney** – permission granted.

**P663/19/TCA – The Nurseries, Church Square, Blakeney** – permission granted.

**P0641/19/FUL – Sandy Mount, Viney Hill, Lydney** – decision pending.

**P0519/19/FUL – High Trees, Millend, Blakeney** – decision pending.

35.4 Electricity supply for the toilets – Clerk to raise a formal complaint regarding non-billing.

35.5 Calor Community Grants – Clerk to check whether the grants applied to communities with a mix of piped and cylinder gas – e-mail sent.

35.6 Meeting regarding access track above the cemetery – date and time to be agreed.

### 36. REPORT FROM COUNTY COUNCILLOR

County Cllr. Boyles reported on the following items:

- The Social Work Academy is now open.
- Ofsted report in May concluded that steady progress is being made. There is now a multi-agency approach.
- Progress is being made toward having a Children and Family Court for Gloucestershire.
- Fire Prevention week – promoting keeping children safe in their homes.
- A new facility for children with mental health so that they are not detained in Police cells.

He also reported that he is now Deputy Leader for Gloucestershire County Council. In response to a question regarding a date for completion of the School Safety Zone, he said that the work should not have been started by Amey, but would now be completed by the new contractor hopefully before September.

### 37. REPORT FROM DISTRICT COUNCILLOR

District Cllr. Packer reported on the following items:

- The background to the acquisition of the Five Acres site from 2012.
- Forest Economic Partnership meeting; bridging the gap with connectivity. (Noted that Cllr. Cotton is involved with this project.)
- Biosphere status for the Forest of Dean; the Office for National Statistics is looking into this.
- Gloucestershire Minerals Local Plan – consultation due later this year.
- Gloucestershire Climate Change Conference covered topics such as how to reduce carbon emissions which emphasised the dangers to children of poor air quality.

### 38. PLANNING – FOREST OF DEAN DISTRICT COUNCIL

The following Planning Applications were considered:

#### 38.1 P0664/19/FUL – Martins Field, Awre, GL14 1EJ

Change of use of land for the erection of a Live/Work unit associated with the Caravan Touring Site.

During discussion, Councillors recognised that the development site sits outside of the settlement boundary and as such the proposal is contrary to normal development policy. In conclusion, Councillors unanimously concluded that the proposal is of an appropriate size and scale, the business unit is significant enough to support the dwelling and the proposal offers benefits to the wider community and as such **will support the application**. The above is all made **on the proviso** that the occupancy of the dwelling will be tied to the business use in perpetuity and should the application be successful that this agreement is secured via a legal undertaking.

#### 38.2 P0523/19/FUL – Sunnybank, Millend, Blakeney

Amended Description - Erection of two single storey extensions and one first floor extension with associated works including alterations to existing sheds.

**No objection.**

- 38.3 **P0684/19/FUL – Nibley Mill Farm, Nibley Hill, Blakeney**  
 Conversion of existing redundant barn to 1 no. 1 bed dwelling and 2 no. 2 bed dwellings with associated landscaping, drainage, access and works.  
 Councillors recognised that the site lies outside settlement boundary, albeit the location is considered to be part of the Village. The practicalities of using such buildings for modern farming practices was discussed and it was agreed that the proposal is an appropriate use for the redundant buildings. The County Highways comment was noted, particularly the need for the appropriate visibility splay to be established. Councillors agreed that they would like to see a full plan of the proposed access and visibility splays as there was some concern that these may require third party land. The proposal details that the existing farmyard will be closed off should the development be permitted. As such Councillors would like to understand how and where a new access to the farmyard will be created as this does not currently form part of the proposal. **Subject to the above, Councillors supported the application.**
- 38.4 **P0063/19/FUL – Appeal – The Coach House, Newnham Road, Blakeney**  
 Erection of a first-floor extension over existing kitchen.  
 Planning Inspectorate ref: APP/P1615/D/3226506 – **Appeal noted.**
- 38.5 **P0887/19/TCA – River Court, Awre, Newnham**  
 Fell and remove 1 Scotts Pine Tree at River Court – **no objections.**
- 38.6 **P0888/19/TCA – Meadoway, High Street, Blakeney**  
 Fell and remove 1 Holly Tree at Meadoway – **no objections.**
- 38.7 **P0553/19/LD1 – Severn View Farm, Gatcombe, Blakeney**  
 Application under section 191 to establish whether the use of land **and use of existing buildings** as a builder's yard for storage and distribution of associated building equipment and machinery is lawful. **New wording noted.**
- 38.8 **F/19/00255/PRMA – Application for New Premises Licence – no objections.**

### 39. CORRESPONDENCE REQUIRING ACTION

- 39.1 Red telephone box repairs – e-mail received from X2Connect; a BT approved reseller of parts and paint. Clerk to contact West Dean Parish Council to find out information about how they refurbished their boxes.
- 39.2 Invitation to GAPTC AGM – send apologies.
- 39.3 Vacancy on GAPTC Executive Committee – Cllr. Cotton was nominated to fill one of the two vacancies on this Committee; seconded by Cllr. Greening and supported unanimously. It was noted that if more than two nominations are received, an election would be conducted by e-mail.
- 39.4 “Do Not Knock” door stickers – it was agreed that these would be a good idea to give to elderly people and that the Clerk should find out how many could be ordered.
- 39.5 Mobile Police Station will be visiting a few small villages on Sunday, 28<sup>th</sup> July and would like permission to park at the Village Hall at Awre. Clerk to find out timings and contact Joanna Scott for permission. It was suggested that in Blakeney, they could park outside the toilets.
- 39.6 Christmas trees – it was unanimously agreed that the Council did not wish to hire the Christmas trees again this year.

#### 40. FINANCE

40.1 **It was resolved** to approve the following accounts for payment; proposed by Cllr. Greening, seconded by Cllr. Cotton and supported unanimously.

Inv. Ref.	Chq. No./ BACS	Payee	Purpose	Auth	Amount
19/13	BACS	Highbury Garden & Lawn Care Services	Grass Cutting at the Cemetery (April)	LGA 1972 s.214	£690.00
19/14	BACS	Nature Cons. Services	Spraying paths at Cemetery to kill moss.	LGA 1972 s.214	£72.00
19/15	BACS	Plantscape Ltd.	Flower planters	Highways Act 1980 s.96	£780.00
19/16	BACS	Mrs. S. Fowler	Internal Audit	LGA 1972 s.111	£75.00
19/17	BACS	Ursula Deighton	Re-imburement for payment of Microsoft s/w subs (May & June)	LGA 1972 s.112 (2)	£22.56
19/18	BACS	Ursula Deighton	Clerk's pay for April, 2019	LGA 1972 s.112	£484.33
19/19	BACS	Farm & Country Agric. Suppliers	Plants and plant feed for tubs at Awre.	Highways Act 1980 s.96	£30.73
19/20	BACS	GeoXphere	Parish Online Subscription	LGA 1984 3.8(4)	£120.00
				<b>TOTAL:</b>	<b>£2,274.62</b>

#### 40.2 Annual Audit – 2018/2019

40.2.a **It was resolved** to approve the Annual Internal Audit Report.

40.2.b **It was resolved** to approve the Annual Governance Statement (Section 1) and that the Chairman and Clerk/RFO sign this document.

40.2.c **It was resolved** that the Chairman sign the Accounting Statements (Section 2).

40.2.d **It was resolved** that the Certificate of Exemption be signed by the Chairman and Clerk/RFO.

#### 40.3 Training Request

**It was resolved** to approve attendance by Cllr. Cotton on the Chairmanship Skills course on 3<sup>rd</sup> July, 2019 at a cost of £50.00.

#### 41. LEAD COUNCILLOR REPORTS – for information.

41.1 Highways – Cllr. Bullock to organise a meeting with Brian Watkins in order to prioritise a list of essential works.

41.2 Footpaths – Cllr. Ware – no report.

41.3 Cemetery & Grass Cutting – Cllr. Allen reported the contractor had denied damaging the grave surround. It was therefore suggested that the Clerk ask GAPTIC for advice. With regards to the cost of maintaining the Cemetery, it was agreed to discuss this at 6.30 p.m. prior to the start of the full Council meeting.

41.4 Assets & Maintenance – Cllrs. Greening and Ware. The date for the 'walkabout' was agreed as being Tuesday, 2<sup>nd</sup> July at 6.00 p.m.; meet at Blakeney Village Hall. It was suggested that the Asset Register spreadsheet could be extended to record assets requiring repair/maintenance work.

41.5 Snow Warden – Cllr. Cotton – no report.

- 41.6 Amenities (including Toilets – Cllr. Fellows and Defibrillators – Cllr. Allen)  
No report.
- 41.7 Planning – Cllr. Fellows – already dealt with.
- 41.8. Finance – Cllr. Greening and the Clerk to have a meeting when the budget monitoring spreadsheets have been set up.
- 41.9 Emergency Plan – Cllr. Cotton – Clerk to forward files regarding this to Cllr. Cotton.

**42. ASSET REGISTER**

Apart from the addition of the ‘vehicle recorder’ purchased by the Council to add to the speed sign, the up-dated version of the Asset Register **was approved.**

**43. RISK ASSESSMENT**

**It was resolved** to approve the up-dated version of the Risk Assessment document.

**44. CO-OPTION TO THE COUNCIL**

**It was noted** that confirmation has been received that the casual vacancy, created by the death of Cllr. Marshall, may now be filled by co-option, in addition to the two existing vacancies.

**45. MINOR MATTERS INCLUDING INFORMATION RECEIVED BY THE CLERK**

- 45.1 It was noted that the Clerk had received contributions of £195 towards the cost of a memorial for Mark Marshall.
- 45.2 Meeting to discuss the access track above the Cemetery – Tuesday, 18<sup>th</sup> June at 6.30 p.m. was suggested as a possible date and time; Clerk to confirm.

**46. ITEMS FOR FUTURE MEETINGS**

Grass cutting

**29. DATES OF FUTURE MEETINGS**

Dates 2019	Meeting	Venue Time: 7.00 p.m.	Agenda items & Dispensation requests by:
15 <sup>th</sup> July	Parish Council	Awre Village Hall	5 <sup>th</sup> July
19 <sup>th</sup> August	Parish Council	Blakeney Youth Club	9 <sup>th</sup> August
16 <sup>th</sup> September	Parish Council	T.B.C.	6 <sup>th</sup> September
21 <sup>st</sup> October	Parish Council	T.B.C.	11 <sup>th</sup> October
18 <sup>th</sup> November	Parish Council	T.B.C.	8 <sup>th</sup> November
16 <sup>th</sup> December	Parish Council	T.B.C.	6 <sup>th</sup> December

Meeting closed at 8.45 p.m.