

Awre Parish Council & Burial Authority

Minutes of the Parish Council Meeting held on 15th July, 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 and the Clerk.

48. APOLOGIES FOR ABSENCE

None received.

49. DECLARATIONS OF INTEREST

None declared.

50. DISPENSATIONS

None requested.

51. PUBLIC FORUM

No members of the public present.

52. MINUTES OF PREVIOUS MEETINGS

It was resolved to adopt, as a true record, the minutes of the meeting held on 17th June, 2019.

53. MATTERS ARISING

The Clerk reported on the following matters:

- 53.1 Lloyds Bank – change of signatories, paperwork to be signed.
- 53.2 Electricity supply for the toilets – still trying to clarify the amount owing.
- 53.3 Planning Decisions – unable to check these due to issues with broadband.
- 53.4 A meeting had taken place on site at the track above the Cemetery; confirmed that the farmer would work with the Parish Council to carry out the work needed.
- 53.5 Calor Community Grants – confirmed that grants are available to projects where the location not connected to mains gas.
- 53.6 Contact had been made with West Dean PC regarding information about the renovation of the telephone boxes, but no reply had been received as yet.
- 53.7 It was decided that the Clerk should order 100 “Do Not Knock” stickers.
- 53.8 It was noted that the Mobile Police Station would be at Awre Village Hall at 1.00 – 1.30 p.m and outside Dean Mowers, Blakeney at 1.45 – 2.15 p.m. on Sunday, 28th July, 2019.
- 53.9 Annual Audit – noted that the exemption certificate had been sent to the External Auditors, PKF Littlejohn.
- 53.10 Free Summer Holiday Play Days – it was noted that the Play Day funded by Cllr. Boyles was due to be held on Thursday, 25th July on the Playing Field, Blakeney.
- 53.11 Parish Online – Clerk to circulate the log-in details to all Councillors.

54. REPORT FROM COUNTY COUNCILLOR

County Cllr. Boyles shared information regarding a number of initiatives including the Gloucestershire Youth Offender Service which has been rated 2nd when compared to other providers in the country; the Coleford Library Innovation Lab, the first in Gloucestershire, concerning digital technology and a new Domestic Abuse service for young persons aged 13-19.

Cllr. Boyles said that he would help with the following issues:

- i) Highways – work with Brian Watkins on a re-prioritised list of the three most important areas requiring action.
- ii) School Safety Zone – it is expected that this will be completed by September.
- iii) Feedback following ‘self-reporting’ of highways issues; forward update to Clerk when available.
- iv) Hedge cutting on Blakeney Hill – talk to Brian Watkins as this needs to be done more often than currently.
- v) Visibility splays – inform Cllr. Boyles of any that have not been cut.

55. REPORTS FROM DISTRICT COUNCILLORS

District Cllr. Packer provided information from the last full Council meeting including the creation of District Council Champions who will focus on different areas; details to be forwarded to the Clerk. She also detailed a number of Portfolio Support Groups – Planning Policy, Housing and Scrutiny – and explained their function. It was noted that the “energy from waste” plant (incinerator) was now taking waste from FoDDC.

56. PLANNING – FOREST OF DEAN DISTRICT COUNCIL

The following Planning Applications were considered:

- 56.1 **P0869/19/FUL – Highbury House, Hitchings, Blakeney**
Erection of a front porch with associated works. No observations or objections.
- 56.2 **P0421/19/LBC – Court House, Gatcombe, Blakeney**
Listed building consent for internal repairs and replacement of damaged roof tiles. No observations or objections.
- 56.3 **P0904/19/FUL – Garage Site, All Saints Road, Blakeney**
Erection of 18 no. garages with associated works. Demolition of 22 no. existing garages. Noted that this would be an improvement on existing. No observations or objections.
- 56.4 **P1037/19/TCA – Orchard, Millend, Blakeney**
Fell and remove 1 x Ash tree and 1 x Cherry tree. No objection.
- 56.5 **Appeal Ref:APP/P1615/D/19/3221764 – Greenfields, Awre**
Retrospective application for garage and workshop building – appeal dismissed. Noted.
- 56.6 **P0664/19/FUL – Martins Field, Awre – application withdrawn. Noted.**
- 56.7 **P1041/19/TCA – Car Park, Millend, Blakeney**
Remove x 1 branch from x 1 Birch tree at Butlers Mead Car Park. No objection.

57. CORRESPONDENCE REQUIRING ACTION

- 57.1 Blakeney Hill Access – an e-mail received from a Parishioner concerning the lack of adequate hedge cutting on Blakeney Hill and the possibility of introducing a one-way system for this road, was considered. Cllr. Fellows said that he would send an e-mail to Brian Watkins regarding the hedge cutting. The introduction of a one-way system was felt to be impractical because of the number of roads in this area.
- 57.2 GCC Community Basic First Aid – correspondence noted regarding a request for venues for these courses in the Autumn. Clerk to find out about defibrillator training.
- 57.3 Blakeney Weir Eel Pass – Volunteer Group. The Council considered a request from Natural England for a member of the Parish Council to coordinate the group of volunteers or a nominated Councillor to be a contact person for this group to liaise with. Cllr. Ware said that he would get in touch as, although the concept is good, there are several issues that need to be resolved.
- 57.4 Burial request by non-resident – the Clerk provided information regarding a verbal request for a lady to be buried with her son. It was agreed that cremated remains would be acceptable but a burial would depend on the depth of the grave.

58. FINANCE

- 58.1 **It was resolved** to accept the following accounts for payment.
Proposed: Cllr. Allen; seconded Cllr. Cotton.

| Inv. Ref. | Chq. No./ BACS | Payee | Purpose | Auth | Amount |
|-----------|----------------|--------------------------------------|--------------------------------------|------------------------------------|------------------|
| 19/20 | BACS | Highbury Garden & Lawn Care Services | Grass Cutting at the Cemetery (June) | LGA 1972 s.214 | £620.00 |
| 19/21 | BACS | Waterplus | Water supply to toilets | Public Health Act 1936 s.87.4-s134 | £5.17 |
| 19/22 | BACS | CM Packham | PAYE Administration | LGA 1972 s.112 | £60.00 |
| 19/23 | BACS | GAPTC | Chairmanship Skills Course | LGA 1972 s.111 | £50.00 |
| 19/24 | BACS | Ursula Deighton | Clerk's pay for June, 2019 | LGA 1972 s.112 | £484.33 |
| | | | | TOTAL: | £1,219.50 |

58.2 Financial Position

The Bank Reconciliation and Receipts & Payments spreadsheets were tabled. The financial position at the end of the first quarter, as at 30th June, 2019 **was noted**.

58.3 Financial Checks

It was agreed that quarterly financial checks would be carried out by Cllrs. Greening and Cotton.

59. LEAD COUNCILLOR REPORTS

- 59.1 Highways – Cllr. Bullock agreed notify Brian Watkins of three key areas that require attention; copy to Cllr. Boyles.

- 59.2 Footpaths – Cllr. Ware – no report.
- 59.3 Cemetery & Grass Cutting – already dealt with prior to this meeting.
- 59.4 Assets & Maintenance – Cllrs. Greening and Ware – see item 61.
- 59.5 Snow Warden – Cllr. Cotton – no report.
- 59.6 Amenities (including Toilets – Cllr. Fellows and Defibrillators – Cllr. Allen)
Cllr. Allen reported that he had ordered a new set of pads for the defibrillator.
- 59.7 Planning – Cllr. Fellows informed members that there were a number of enforcement queries that needed to be addressed/followed up with the FoDDC Enforcement Team.
- 59.8 Finance – Cllr. Greening – no report.
- 59.9 Emergency Plan – Cllr. Cotton – no report.

60. DAMAGE TO GRAVE SURROUND

The Clerk reported that she had sought advice from GAPTC and the Council's insurers regarding the damage to a grave surround in the cemetery maintained by a contractor employed by the Council. Since there were no witnesses or photographic evidence of how the damage had been caused or by whom, the Council's insurers had confirmed that the Parish Council is not responsible for the repair of the grave surround. However, following discussion, it was suggested that it would be helpful to find out how much it would cost to repair the grave surround and to consider making a contribution as a gesture of goodwill even though the Council is not liable.

61. PARISH WALKABOUT

Cllr. Fellows highlighted a number of issues from the Parish Walkabout on 2nd July, 2019, as follows:

- a) Japanese Knotweed in the brook adjacent to Brook House.
- b) Bus shelters at the bottom of New Road needs to be cleaned; Clerk to check what the Council is paying for.
- c) Nibley Green; two benches are inaccessible due to long grass.
- d) Land at the junction of New Road – request for Highways to clear the undergrowth.
- e) 7 of the 12 benches recorded on the Asset Register have been located.
- f) Grass cutting – Colin's garden and behind the Post Office – someone had offered to mow both areas every two weeks at a cost of £35. Nibley Green; a long-term plan for mowing this area is required.
- g) Renovation of telephone box at Awre. Clerk to chase West Dean PC for the information requested in June.

62. CO-OPTION TO THE COUNCIL

Members were reminded that there are now three vacancies on the Council.

63. MINOR MATTERS INCLUDING INFORMATION RECEIVED BY THE CLERK

(No action required)

64. ITEMS FOR FUTURE MEETINGS – Key Documents/Standing Orders

65. DATES OF FUTURE MEETINGS – to confirm the venue for the remainder of the year.

| Dates 2019 | Meeting | Venue Time: 7.00 p.m. | Agenda items & Dispensation requests by: |
|----------------------------|----------------|----------------------------------|---|
| 19 th August | Parish Council | Blakeney Youth Club | 9 th August |
| 16 th September | Parish Council | T.B.C. | 6 th September |
| 21 st October | Parish Council | T.B.C. | 11 th October |
| 18 th November | Parish Council | T.B.C. | 8 th November |
| 16 th December | Parish Council | T.B.C. | 6 th December |

Meeting closed at 8.50 p.m.