

Awre Parish Council & Burial Authority

Minutes of the virtual Parish Council Meeting held on 20th July, 2020
at 7.00 p.m.

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

IN ATTENDANCE: County/District Cllr. Boyles, District Cllr. Packer and the Clerk.

36. APOLOGIES

None received.

37. DECLARATIONS OF INTEREST

Cllr. Bullock – item 44.1 – planning application P0709/20/FUL.

38. DISPENSATIONS

None.

39. PUBLIC FORUM

No members of the public had requested to attend the meeting.

40. MINUTES OF PREVIOUS MEETING

It was resolved to adopt, as a true record, the minutes for the Parish Council meeting held on 15th June, 2020.

41. MATTERS ARISING

The Clerk's report circulated to all Councillors was noted, including:

41.1 An update regarding planning decisions.

41.2 Road defects – a number have been reported to Brian Watkins and his response circulated.

41.3 Stone Stiles - Jeff Wheeler was unable to locate the stone stiles from the description given. Residents contacted for more detailed information regarding location.

41.4 Annual Audit 2019/2020 - Certificate of Exemption forwarded to PKF Littlejohn, the external auditors. Annual Internal Audit report, Annual Governance Statement and Accounting Statements scanned ready to be published on the PC website.

41.5 Items for Future Meetings - Review of Council's policy documents – currently working through the documents to identify which ones need to be updated or replaced and any new ones that need to be added.

41.6 GAPTC have organised some online sessions to cover the Being a Better Councillor Course which was cancelled in April. Places were limited and we were unable to get places for Cllrs. Johnson and Smith, this time around.

42. REPORT FROM COUNTY COUNCILLOR

Cllrs. noted receipt of a report from the County Councillor which was circulated prior to the meeting. The following points were highlighted:

- 42.1 Furnace Valley – responding to issues raised by a resident, Brian Watkins had been asked to provide additional signs to indicate that access to Furnace Valley was for residents only.
- 42.2 In response to a question Cllr. Boyles confirmed that GCC do not pay for any police officers.
- 42.3 Disappointment was expressed that all three cycling schemes put forward for approval were in the Coleford area. Clerk to request the criteria against which decisions were made.
- 42.4 Vehicle pollution for stationary Council vehicles – it was noted that there is no policy available to guide employees/contractors regarding this subject. Cllr. Boyles to action this issue and report back to the Parish Council.

43. REPORTS FROM DISTRICT COUNCILLORS

A report from District Councillor Packer which had been circulated prior to the meeting was noted and in particular:

- 43.1 Councillors were encouraged to attend the online Climate Emergency Partnership Development Event due to take place on Wednesday, 29th July.
- 43.2 The proposal regarding the Council Tax Support Scheme was explained and it was noted that it would go to public consultation.
- 43.3 Cllr. Packer said that she would report back regarding the re-opening of the leisure facilities in the FoDDC area.

44. PLANNING – FOREST OF DEAN DISTRICT COUNCIL

The following Planning Applications were considered:

- 44.1 P0709/20/FUL – Ivery Court, Woodend Lane, Awre**
Erection of a double garage with associated works.
Following consideration, no observations were made and no objections raised.
- 44.2 P0904/20/TCA – Brays Court, Woodend Lane, Awre**
Magnolia (M1) remove x1 branch at Brays Court.
No objections or observations.
- 44.3 P0866/20/PLANO – 10 Colsty Meadow, Blakeney**
Application to remove section 106 agreement dated 9th July 1997 from planning application DF9953/A.
The Council considered this application at length and felt that, having supported the building of affordable housing in the Village, they were saddened at the loss of this property for that purpose. However, it was concluded that if stair-casing to 100% had been allowed within the S106 agreement then there was no reason why the application should be refused.
- 44.4 P0918/20/FUL & P0919/20/LBC - Stretfield, Newnham Road, Blakeney**
Conversion of former cart store to lounge, alterations to openings. Cladding of two storey gable in timber. Demolition of lean-to-store.
No observations or objections to this application.
- 44.5 P0070/20/DISCON – Prospect Cottage, Brains Green, Blakeney**
Discharge of condition 05 (retaining wall details) of planning permission P1758/19/FUL. No observations or objections.

45. CORRESPONDENCE REQUIRING ACTION

45.1 Memorial bench on the Village Green in Awre.

A request from the family of a local couple to place a memorial bench on the Village Green in Awre was considered. It was noted that the existing bench, which was well used, is the 'sister' bench to the one on Nibley Green.

The Council agreed not to grant permission but welcomed any other suggestions regarding the siting of the bench.

45.2 Allotment/Community Garden

A question from a resident regarding how to get an allotment or a community garden for Blakeney was considered. During discussion, it was noted that the Parish Council had limited land resources. However, the Council wished to support this idea in principle and suggested that the resident contact Blakeney Hill Growers as it was understood they had recently advertised for members. It was also noted that the resident could contact the Playing Fields Committee regarding an area of land by the playing fields that could be suitable for this purpose.

46. FINANCE

46.1 **It was resolved** to authorise the following accounts for payment.

Proposed: Cllr. Allen, seconded: Cllr. Cotton and supported unanimously.

Inv. Ref.	Chq. No./BACS	Payee	Purpose	Auth	Amount
20/18	DD	Freeola	Web Hosting	LG(FP) 1963 s.5	£21.06
20/19	BACS	GeoXphere Ltd.	Parish Online Subscription	LGA 1984 3.8(4)	£120.00
20/20	BACS	Highbury Garden and Lawn Care Services	Cutting grass at the Cemetery	LGA 1972 s.214	£500.00
20/21	BACS	Ursula Deighton	Clerk's Pay June	LGA 1972 s.112	£484.33
20/22	BACS	Ursula Deighton	Microsoft 365 Subs for June	LGA 1972 s.112	£11.28
20/23	BACS	DT Gardening Services	Cutting grass at Collins Garden x 2 cuts	LGA 1972 s.214	£70.00
				TOTAL:	£1,206.67

46.2 Defibrillator – Awre Village Hall

It was resolved to approve payment of an invoice relating to the purchase of a replacement battery for the defibrillator sited at Awre Village Hall; details as follows:

Battery (4-year life)	£225.00
Carriage	£ 10.00
VAT	£ 47.00
Invoice Total	<u>£282.00</u>

Proposed: Cllr. Cotton, seconded: Cllr. Greening and supported unanimously.

46.3 Financial Checks

The Clerk reported that Cllr. Greening had chosen two invoices to be used to test a new procedure for the quarterly financial checks. The paper trail was identified, scanned and e-mailed to Cllrs. Greening and Cotton. Cllr. Greening thought that this process worked as well as a face-to-face check. Although

the principle of this new procedure was supported, it was agreed that Cllr. Cotton would choose two more invoices to put through the new procedure.

46.4 Financial Position – End of 1st Quarter

The bank reconciliation and receipts & payments information as at 30th June, 2020 **was noted** including to following highlighted points:

- (i) Total receipts to date of £9,067 (precept and cemetery); payments £5,625 meaning that the budget was on track being 29% spent. Noted that the first quarter is always the most expensive with insurance and subscriptions.

46.5 Budget 2020/2021

- a) The budget for 2020/2021 which had been updated to include the actual year-end figures **was accepted**.
N.B. when the budget was set the income available from the Cemetery to off-set its maintenance for 2020/21 was £1,015. Before the year end an additional £1,751 income was received. The budget for cemetery maintenance is £5,000 (£2,234 from the precept and £2,766 ringfenced from cemetery income 2019/2020).
- b) **It was resolved to approve** the addition of £1,751 to the 'Projects' budget line from 'Cemetery Maintenance' to be used for telephone box renovation, tidying the toilet block, etc.

46.6 Equipment for Volunteer Litter Pickers

Following discussion, **it was agreed** to donate to the litter picking group for them to purchase their own equipment. The cost per person was approximately £20. Clerk to contact the leader of the group.

47. LEAD COUNCILLOR REPORTS (if any)

47.1 Highways

- i) **Road Junction Markings** - In addition to the extensive list already sent to Brian Watkins, Cllr. Bullock stressed that the 'Give Way' and 'Stop' road markings in the Parish could do with being repainted as many were now worn.
- ii) **Old Station Close** – Cllr. Ware suggested approaching Rooftop Housing regarding the creation of a pathway to enable safe access to the School. Cllr. Fellows indicated that Rooftop would need to dedicate a piece of land to Highways. Cllr. Ware to approach the School to find out whether this is something they would like to set in motion.
- iii) **Pollution from idling engines** – dealt with earlier in the meeting under item 42.4.

47.2 Cemetery & Grass Cutting – Cllr. Allen reported that he had met with the contractor and arranged for the dead ivy to be cleared from a number of graves stones together with removal of the dead tree and any overgrown shrubs. He suggested that a decision would need to be made regarding the damaged hedge/fence alongside the top track.

47.3 Amenities – Cllr. Fellows reported that he had drawn up a list of what needs to be done to tidy the toilet block. He asked Cllr. Ware to let him know what the Eel Pass Volunteer Group would like installed for storage of equipment.

47.4 Planning – Cllr. Fellows notified members that generally planning applications were being delayed and that due to lack of funding when staff left, they were not being replaced.

48. RED TELEPHONE BOXES

A number of ideas regarding the future use of the Council’s red telephone boxes had been circulated to the Council prior to the meeting. **It was agreed** to set up a working group to consider the options and report back to a future meeting. Members of the working group are Cllrs. Cotton (Lead), Greening and Johnson. Cllr. Smith was also nominated to join the group; Clerk to check whether she is happy to do so.

49. MODEL MEMBER CODE OF CONDUCT

It was agreed that Councillors should send comments to the Clerk who would notify them of the deadline by which these are required.

50. DOG WASTE BIN

A request to consider installing a dog waste bin on the opposite side of the road to the British Legion, Blakeney was deferred to the next meeting.

51. ROAD SIGNAGE – FURNACE VALLEY TO PITCHING GREEN

It was hoped that this matter was already being dealt as detailed by Cllr. Boyles in his report earlier in the meeting.

52. NALC – HOLDING REMOTE MEETINGS

The document received from NALC was noted together with the current advice which is not to hold face-to-face meetings. This matter to be reviewed when the advice from NALC changes.

53. MINOR MATTERS INCLUDING ITEMS RECEIVED BY THE CLERK

53.1 Parish Walkabout – Thursday, 6th at 6.00 p.m. – meet at the Recreational Ground, Blakeney.

54. ITEMS FOR FUTURE MEETINGS

Nibley Green, Daffodil Bulbs, Footpath Issues

55. DATES OF FUTURE MEETINGS

Dates 2020	Meeting	Venue Time: 7.00 p.m.	Agenda items & Dispensation requests by:
17 th August	Parish Council	t.b.a	7 th August
21 st September	Parish Council	t.b.a	11 th September
19 th October	Parish Council	t.b.a	9 th October
16 th November	Parish Council	t.b.a	6 th November
21 st December	Parish Council	t.b.a	11 th December

Meeting closed at 8.30 p.m.