

Awre Parish Council & Burial Authority

Minutes of the Parish Council Meeting held on 15th April, 2024
at Awre Village Hall at 7.00 p.m.

PRESENT: Cllrs. Cotton (Chairman), Bullock, Fellows, Greening, Hoyland, Johnson & Scott.

IN ATTENDANCE: District Cllrs. Burton and Moore, Mrs. Willows (observing) and the Clerk.

205. APOLOGIES

An apology for absence received from Cllr. Trimble was accepted.

206. DECLARATIONS OF INTEREST

None

207. DISPENSATIONS

None.

208. PUBLIC FORUM

No members of the public present.

209. MINUTES OF PREVIOUS MEETING

It was resolved to adopt the minutes of the meeting held on 18th March, 2024 as an accurate record.

210. MATTERS ARISING

Information from the Clerk relating to matters arising from the minutes of the last meeting and other items **was noted**. With regards to planning application P0258/24/FUL it was noted that the Conservation Officer had not ruled out UPVC windows.

211. REPORT FROM COUNTY COUNCILLOR

County Cllr. Hoyland's report circulated prior to the meeting **was noted**.

212. DISTRICT COUNCILLORS' REPORTS

District Cllrs. Burton and Moore's reports circulated prior to the meeting **were noted**. Cllr. Burton was reminded that a protocol had been requested regarding the removal of planning notices that are put up by Planning Officers. Cllr. Burton said that he would follow this up with the Planning Department.

213. PLANNING – FOREST OF DEAN DISTRICT COUNCIL

No planning applications were received.

214. CO-OPTION TO THE PARISH COUNCIL

Mrs. Willows was in attendance to observe a meeting(s) prior to making a decision and so this item was not considered.

215. CORRESPONDENCE REQUIRING ACTION

215.1 Glychbrook – Parish Council Consultation

Following discussion regarding the proposal for this new settlement it was agreed that the Council would support it as long as it goes hand in hand with a new local plan and revised settlement boundaries.

215.2 Severn Areas Rescue Association Abseil – a request to publicise this fundraising event was received and considered and it was agreed to publicise on the Council’s Facebook page and Blakeney Residents page.

216. FINANCE

216.1 The following accounts **were approved** for payment. Proposed: Cllr. Fellows; seconded: Cllr. Greening and supported unanimously.

Inv. Ref.	Chq. No./ BACS	Payee	Purpose	Auth	Amount
24/01	BACS	M E Services	Fortnightly collection from dog waste bins.	Litter Act 1983, ss. 5,6	£45.50
24/02	BACS	Ursula Deighton	Clerk’s Pay March	LGA 1972 s.112	£580.15
24/03	BACS	Ursula Deighton	Reimbursement for Garden Waste Licence (Cemetery)	LGA 1972 s.112	£55.00
24/04	BACS	C M Packham	Payroll Services	LGA 1972 s.112	£60.00
24/05	BACS	WaterPlus	Water supply to toilets 04/01 – 14/03/2024	Public Health Act 1963 s.73 s.142	£32.99
24/06	BACS	GAPTC	Annual Membership Subs	LGA 1972 s.143	£478.46
24/07	BACS	Greenways Ground Mtnce.	Grass cut cemetery, bus stops and PO green.	LGA 1972 s.214	£197.50
				TOTAL:	£1,449.60

216.2 Financial Checks for Q4 – these were carried out by Cllrs. Greening and Cotton and found to be in order and correct.

216.3 End of Financial Year 2023-2024

i) The Bank Reconciliation and Receipts & Payments figures for the year ended 31st March, 2024 **were accepted**.

ii) The Final Accounts for 2023/2024 **were approved**.

Proposed: Cllr. Cotton; seconded: Cllr. Fellows and supported unanimously.

216.4 Internal Auditor

The appointment of Mrs. Fowler as Internal Auditor, as in previous years, to carry out the audit of the Parish Council’s financial procedures and controls **was approved**. Proposed: Cllr. Greening; seconded: Cllr. Scott.

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217. AFFORDABLE HOUSING

Cllr. Fellows reported that a meeting was scheduled between GRCC and housing associations and that he had requested a report detailing feedback.

218. MOTOCROSS MEETING – Cllr. Cotton

Cllr. Cotton had circulated some action points following the recent meeting with

Representatives of two motocross organisations. It was agreed that the Clerk should find out when practise sessions and events are planned. Cllr. Scott said that she would forward the dates of village hall events to be passed on to the organisers.

219. VILLAGE HANDYPERSON

The draft job specification and advert for this position, circulated to Cllrs. before the meeting, was discussed. The following was agreed:

- i) Cllrs. to send comments to the Clerk regarding the job specification.
- ii) Clerk to find out whether a waste carrier's licence is required.
- iii) Clerk to circulate a 'pre-advert advert' to encourage expressions of interest.
- iv) Agenda item for May.

220. NEW ROAD TELEPHONE BOX

It was noted that confirmation had been received that the plan is still to have a book swap area within the telephone box. The Chairman reported that crowd funding was taking place to install a defibrillator adjacent to the telephone box. A number of issues need to be raised regarding, the power supply, maintenance, ongoing funding for consumables together with the responsibility checking and resetting once used etc. There was also the question of the defibrillator being placed on land owned by Forestry England. Awaiting a response from the person organising the funding.

Cllr. Hoyland reported that a group of residents wished to renovate the Blakeney Hill telephone box. It was suggested that a proposal is forwarded to the Council for consideration.

Cllr. Scott informed the meeting that some work had started on the telephone box at Awre.

221. BIODIVERSITY ACTION PLAN

Cllr. Hoyland reported that the working group met on 8th April and looked at the action spreadsheet. She has been contacted by the Wildlife Trust regarding carrying out a 'bioblitz' which would establish a baseline of biodiversity, initially at Collins Garden and Nibley Green. Awre Village Green would also be included when we have learnt how to do it. Also planned would be to increase the variety of bulbs on Post Office Green.

222. LEAD COUNCILLOR REPORTS

222.1 Highways & Parish Council Land

- a) Cllr. Bullock reported that Highways had been to the area with a jetter. The drains, in some cases were found to be only four inches in diameter and some have collapsed. An investigation was planned for later in the month which would lead to a plan of action for Highways.

222.2 Footpaths - It was noted that the footpath from the lychgate to the bridge was getting narrower. Contact Chosen Care again.

222.3 Assets, Amenities & Maintenance – Cllrs. Fellows reported that the defibrillator was back online quickly this time following its use, unlike the delay that had occurred previously. It was agreed raise the issue of access to the defibrillator/toilet block at the next meeting with the District Cllrs.

223. ANNUAL PARISH MEETING

The date for this meeting was confirmed as being 22nd May, 2024 at Blakeney Youth Centre; light refreshments would be provided. Cllr. Johnson and Clerk to liaise regarding placing a notification on Facebook. Cllr. Cotton said that he would invite a senior Police Officer to attend with the option to invite the local PCSO, Tracy Martin should he not be able to attend.

224. MINOR MATTERS INCLUDING INFORMATION RECEIVED BY THE CLERK

224.1 Eel Pass - A request made by a resident regarding the cost of the eel pass and its usage was received and discussed. The Clerk confirmed that she had notified the resident that the cost of cleaning the eel pass annually was set by the Foresters' Forest programme prior to handing over management to the Council. Funds were transferred to the Parish Council to cover the cleaning for 3 years (2023, 2024 and 2025). Cllr. Hoyland confirmed that last year representatives from Gloucestershire Wildlife Trust, the Environment Agency and the Council investigated the use of the weir at the appropriate time. Eels were found both below and above the weir, so the ladder is being used to enable the passage of eels upstream. The position would be reviewed in the Autumn.

224.2 All Saints Church – the Chairman raised the issue of the questionnaire that had been circulated to residents which highlighted the costly repairs that were needed to the roof of the church. He asked Cllrs. to consider whether there was anything the Council could use it for.

224.3 Blakeney Duck Race – it was agreed, as in previous years, to support this event by donating £50.

225. ITEMS FOR FUTURE MEETINGS

Proposal to improve the appearance of the area around the war memorial at Awre.
Bench and flower tubs.
Tree inspections and maintenance.
Rubble left on Awre Village Green.

226. DATES OF FUTURE MEETINGS

Dates 2024	Meeting	Venue Time: 7.00 p.m.	Agenda items & Dispensation requests by:
2024			
20 th May	Annual PC	Awre Village Hall	10 th May
22 nd May	Annual Parish Mtg.	Blakeney Youth Centre	N/A
17 th June	Parish Council	Blakeney Youth Centre	7 th June
15 th July	Parish Council	Awre Village Hall	5 th July
19 th August	Parish Council	Awre Village Hall	9 th August
16 th September	Parish Council	Blakeney Youth Centre	6 th September
21 st October	Parish Council	Awre Village Hall	11 th October
18 th November	Parish Council	Awre Village Hall	8 th November

16 th December	Parish Council	Blakeney Youth Centre	6 th December
2025			
20 th January	Parish Council	T.B.C.	10 th January
17 th February	Parish Council	T.B.C.	7 th February
17 th March	Parish Council	T.B.C.	7 th March

Meeting closed at 8.35 p.m.