

**Minutes of a meeting of the Parish Council held on Wednesday 16<sup>th</sup> September 2020 at 7.00pm held as a virtual meeting through the Zoom video conferencing platform.**

**Present:** Councillors: Edwards, Hartford-Beynon, Koning (Chairman), Molyneux, O'Toole, Swambo.  
Officers: Carol Hinton (Clerk), David Stevens (Clerk's Assistant).  
County Councillor Patrick Molyneux.

**1. ATTENDANCE**

- a) **Resolved to receive** apologies for absence from those Councillors unable to attend from Councillors Bollen, Tullett and Wall.
- b) **Resolved to accept** those apologies received with reasons for absence from Councillors Bollen, Tullett and Wall.

**2. DECLARATIONS OF INTEREST**

- a) **To receive Declarations of Interest** in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and in accordance with the provisions of the Localism Act 2011 in respect of members.  
*Interests may be declared at any time during the meeting should they become apparent.*
- b) **To consider any Dispensation Requests** received by the Parish Clerk and not previously considered.  
**None received.**

**3. MINUTES OF PREVIOUS MEETING**

- a) **Resolved to approve** as a correct record the minutes of the meeting held on 15<sup>th</sup> July 2020.
- b) **To consider** any questions arising from those minutes. **There were none.**

**4. PUBLIC CONSULTATION**

**To receive and consider any questions from the Public**, which may be answered but not debated.

County Councillor Patrick Molyneux reported that the County Council has been coping well with the current challenges. A lot of hard work went into the schools returning. Week 1 had 90% attendance but this has since dropped due to a couple of Covid 19 cases where pupils in that 'bubble' have isolated. A joint committee has been set up to look at an economic recovery plan and how the CC can help. This faces difficulties as the situation can change on a daily basis. Three C's approach; Collaboration – all agencies and business working together; Communication – trying to make sure everyone affected is aware the CC is working hard with partners to try get businesses up and running; Confidence – only so much the CC can do but trying to show all working together when the balance is currently difficult and the end of the furlough scheme may mean redundancies. How many redundancies will impact on what influence / help the CC can give. The CC is excited about the Golden Valley Cyber Project – housing and industry on site. Still in planning stage but will hopefully be a good launch for going forward.

Councillor Helen Molyneux expressed concern that during her weekly contact with Forest care homes on behalf of the District Council, it had been reported that Covid 19 tests results are taking up to 6 days to come back (staff have to be tested weekly) and that it sometimes takes more than 48 hours for the tests to be picked up by the couriers who are difficult to contact. She has emailed widely (including the CC and Mark Harper MP) with no response – can Patrick use any influence to help with this situation? County Councillor Molyneux asked to be included in the email correspondence but added there is not much the CC can do. The complex testing arrangements have been a huge ask on a national basis and he feels it may have been better to have devolved this to the local health authorities. He has full sympathy for those in this situation and particularly for the critical testing that will be required for schools.

Councillor Maria Edwards commented that parents are asking how a positive test will impact a school – will the school close or will just the child's 'bubble' be affected. Patrick responded that each school has its own plan and its risk assessment should be published. Primary schools will be easier to manage than secondaries although pupils now remain in their classrooms and teachers move around. Testing in schools is vital at the moment during the recognised period of coughs and colds when children return to school. All schools must notify the County Health authority who will deal with each case individually.

## 5. COMMITTEES

**Resolved to receive reports, minutes and recommendations from committees** already circulated, enclosed herewith or to be circulated and to consider any questions arising from them.

i) Planning and Highways Committee meeting held on 22<sup>nd</sup> July 2020.

There were no questions to Councillor Koning, Chair of the Committee. David Stevens reported that the request to the Police Inspector to visit the Sedbury Lane footpath site had been passed to another officer who had yet to respond.

ii) Planning and Highways Committee meeting held on 26<sup>th</sup> August 2020.

There were no questions to Councillor Koning, Chair of the Committee.

iii) Finance and Probity Committee meeting held on 2<sup>nd</sup> September 2020.

There were no questions to Councillor Molyneux, Chair of the meeting.

iv) Mopla Cottages Committee meeting held on 2<sup>nd</sup> September 2020.

There were no questions to Councillor Koning, Chair of the meeting.

ii) Amenities Committee meeting held on 9<sup>th</sup> September 2020.

There were no questions to David Stevens, Clerk to the meeting.

## 6. CHAIRMAN'S ANNOUNCEMENTS

**To receive and note any announcements from the Chairman** of the meeting.

The Chairman reported that a member of the public had commented on the Sedbury community Facebook page regarding the A48 crossing and suggesting that the Parish Council was not seeking enough funding.

Councillors agreed to ask the individual to speak at a Council meeting. Chairman to send contact details to the Clerk.

The Chairman had visited the Wye Valley Greenway cycle and footpath project and was pleased to report that fantastic work has been completed by the volunteers and that he was impressed by what had been achieved.

The tunnel has now been discreetly lit and tarmacked. Councillor Helen Molyneux had asked the District Council for a safety sign, warning cyclists to be aware of pedestrians whilst using the footpath – the Chairman suggested this was discussed with the project team prior to the opening of the project which will hopefully be next year.

## 7. POLICING IN THE PARISH

**Resolved to note** letter from Superintendent Jane Probert on changes to Policing in Gloucestershire and the Forest of Dean. It was felt the letter was generally positive but was too vague to be able to assess what the effect would be. Clerk to ask the Superintendent to visit a future meeting.

## 8. PARISH CLERK'S REPORT

**Resolved to receive and note** the Parish Clerk's Report.

## 9. RESIGNATION OF COUNCILLOR POWELL

a) **Resolved to note** resignation of Councillor John Powell on 27<sup>th</sup> August 2020. Clerk asked to send letter of thanks to Councillor Powell for his time served as a parish councillor.

b) **Resolved to consider** the timing and process of recruiting new councillors to fill vacancy/vacancies once a) the Casual Vacancy Notice period has expired and b) when the vacancy/ies can be circulated and advertised effectively throughout the Parish using Newsletter and meetings which may not be earlier than in the course of next year. Clerk to look at appointing each Councillor to each committee of the Council to avoid not being quorate in future.

## 10. TIDENHAM PARISH COUNCIL INSURANCE RENEWAL

**Resolved to approve** renewal of Council Insurance Policy (year 3 of 3 year Long Term Undertaking) total cost £2005.71 including £50 broker admin fee and insurance premium tax and based on current assets as per Asset Register March 2020.

## 11. SEDBURY AND BEACHLEY VILLAGE HALL – REPLACEMENT RADIATORS

**Resolved to approve** payment of £895 (no VAT) to S&BVH for the cost of radiators with thermostats installed to replace older inefficient and broken ones. Work carried out by Simon Finney prior to lockdown.

**12. FINANCE**

- a) **Resolved to approve payments** according to the Financial Statement for August 2020.
- b) **Resolved to receive and approve the Financial Statement** for August 2020 and note copy bank statements checked by Chairman prior to the meeting.
- c) **Resolved to receive and note** the Receipts / Payments spreadsheet to August 2020 as presented to the Finance and Probity Committee at the meeting on 2<sup>nd</sup> September 2020.
- d) **Resolved to receive and note** the Budget Monitoring Spreadsheet 2020/2021 as presented to the Finance and Probity Committee at the meeting on 2<sup>nd</sup> September 2020.
- e) **Resolved to note** VAT from 2019/2020 of £7685.08 has been reclaimed and paid into the Council bank account.
- f) **Resolved to approve** replacement bank signatory for the Parish Council and Mopla Cottages bank accounts following the resignation of Councillor Powell as Councillor Jan Koning.

**13. TIDENHAM WAR MEMORIAL HALL AND RECREATION GROUND TRUST**

- a) **Resolved to note** report on current situation and potential options regarding renewal of the Agreement between the Trust and the Parish Council due for renewal December 2020.
- b) **To consider** preferred options for new Agreement prior to discussion with the Trust.  
**Resolved** Councillors Hartford-Beynon, O'Toole and Swambo to hold meeting with members of the Trust to explore their views on the future relationship with the Council prior to discussing a new Agreement. Clerk to arrange.

**Item 10 Standing Orders - a motion was moved and approved at 8.55pm to suspend Standing Order 3x in order to allow the meeting to continue past the 2 hour limit.**

**14. PUBLIC SECTOR BODIES (WEBSITES AND MOBILE APPLICATIONS) (NO. 2) ACCESSIBILITY REGULATIONS 2018.**

- a) **Resolved to note** website audit report from Distinct Graphics on compliance under the above regulations.
- b) **Resolved to approve** Website Accessibility Statement for publication prior to September 23<sup>rd</sup> deadline.

**15. GIGACLEAR WAYLEAVE AGREEMENT**

**Councillor Edwards declared an Interest in this item and did not take part in the vote.**

**Resolved to approve** signing of revised Wayleave Agreement with Gigaclear following consultation with Land Agent, for the siting of 3 x cabinets on Parish Council land in Wyebank Road for a one off payment of £1419.83

**16. GAPTC AGM**

**To consider** items for inclusion at the GAPTC now re-scheduled for 9<sup>th</sup> December 2020 (see Call for Resolutions attached). **There were none.**

**17. CHEPSTOW TRANSPORT STUDY - STAKEHOLDER ENGAGEMENT EXERCISE NO. 2**

**Resolved to approve** the working group that responded to the previous survey be authorised to respond to the second survey on behalf of the Council (Councillors Drew, Hartford-Betnon, Koning and Tullett). Responses to be reported to the October meeting.

**18. ORMEROD ROAD ROUNDABOUT**

**Resolved to approve** contribution of up to £2000 towards the refurbishment of the Ormerod Road Roundabout to cover the cost of the centre of the structure. This to include Silent Soldier silhouette or similar and some vegetation.

**19. FOREST OF DEAN DISTRICT COUNCIL – COUNCIL TAX SUPPORT SCHEME**

- a) **Resolved not to respond** to the consultation on proposed amendments to the current scheme.
- b) **To consider** (subject to voting for the motion @ item 18 a) above) responses to the consultation survey. Not considered.

**20. REGISTER OF COUNCIL LAND**

**Resolved to approve** payment of £11.00 by cheque to Land Registry for a search of the Index of Proprietors Names.

**21. BARRATT HOMES**

**Resolved to note** Barratt Homes have been contacted regarding the state of the ex-compound site in Wyebank Road, the Beachley Road roundabout re-instatement of bulbs and payment of the final compound invoice. Currently awaiting response.

**22. BARRATTS HOMES DONATIONS FOR COMMUNITY AND CHARITABLE PROJECTS**

**To consider** community projects to submit to Barratt Homes for funding from their Community Fund. Due to time constraints this item was not considered – to be included in October agenda.

**23. PARISH COUNCIL YOUTH ENGAGEMENT PROJECT (YETI)**

**Resolved to approve** re-instatement of the Youth Engagement Project with immediate effect with a view to presenting proposals for consideration at the October meeting. Councillor Patrick Molyneux reminded Councillors of his Growing Communities Fund from which a grant may be requested.

**24. CLERK'S TEMPORARY INTERNET SOLUTION**

**Councillor Edwards declared an Interest in this item and did not take part in the vote.**

**Resolved to approve** payment of £85 per month for Clerk's temporary internet solution that has enabled virtual meetings during lockdown.

**25. CLERK AND CLERK'S ASSISTANT'S SALARIES**

**Due to the confidential nature of this item members of the public and press will be excluded from the meeting.**

a) **Resolved to note** NALC has issued the 2020-21 National Salary Award.

b) **Resolved to note** revised Clerk's salary at current scale point 27 is £22,874 per annum (pro rata £31,346 pro rata for 27 hours per week) backdated to 1<sup>st</sup> April 2020.

c) **Resolved to note** revised Clerk's Assistant's salary at current scale point 15 is £13,997 per annum (pro rata £23,541 for 22 hours per week).

d) **Resolved to note** Annual leave entitlement for Clerk's Assistant increased to 22 days per annum from 1<sup>st</sup> April 2020.

**26. CORRESPONDENCE**

**To receive and consider** any other correspondence as detailed in the Clerk's Report.

The Clerk's Assistant had received a request for a large bush in the Sedbury and Beachley Village Hall playing field to be cut back as young people are using it as a den for drug use. To be added for consideration at the Amenities Committee meeting in November.

**27. COUNCILLORS' REPORTS**

**Resolved to receive and note** any matters which councillors wish to raise and where appropriate add to the agenda for the following meeting or meetings of committees:

Councillor Helen Molyneux had already reported her concerns over Forest Care Homes during the public consultation item number 4.

Councillor Edwards – reported fly tipping in Sedbury Lane and on the A48 near the Dive Centre.

Councillor O'Toole – reported that the old lamppost in Gloucester Road is still there.

**28. FUTURE MEETINGS**

**Resolved to note** the dates of future council and committee meetings:

Wednesday 23<sup>rd</sup> September 2020 – Planning and Highways Committee Meeting.

Wednesday 21<sup>st</sup> October 2020 – Full Council meeting.

**The meeting concluded at 21.33hrs**

**THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS (CORONAVIRUS) (FLEXIBILITY OF LOCAL AUTHORITY AND POLICE AND CRIME PANEL MEETINGS) (ENGLAND AND WALES) REGULATIONS 2020**

These minutes were approved by all Councillors at a virtual meeting of the Parish Council held under the above regulations during the Covid 19 lockdown period on 21<sup>st</sup> October 2020 and deemed to have been signed as of that date. **Minute 2020/21 October 2020 page 15 item 3.**