

Minutes of a meeting of the Parish Council held on Wednesday 18th September 2019 at 7.00pm in the War Memorial Hall, Tutshill.

Present: Councillors: Bayliss, Drew, Edwards, Koning, Molyneux, O'Toole, Powell, and Wal.l
Officers: Clerk (Carol Hinton) Clerk's Assistant (David Stevens).
County Councillor Patrick Molyneux.
John Grimshaw and Caroline Levett from Greenways and Cyclerroutes Ltd.

1. ATTENDANCE

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

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 17th July 2019.
- b) **To consider** any questions arising from those minutes.

Councillor Koning reported that the refurbishments to Sedbury and Beachley Village Hall had been completed and that the Hall now looked great and inviting. Councillor O'Toole asked for congratulations to Councillor Bollen for achieving this to be recorded – all Councillors agreed. Councillor Koning suggested that joint future developments may be considered to replace the chairs in the newly refurbished Hall and the introduction of Wi-Fi.

Councillor Molyneux reported that the advice leaflet for the residents affected by the septic tank in Loop Road is still being prepared and she is still waiting for an update.

Councillor Koning informed Councillors that the anti-social behaviour working group due to meet on 26th September should not be a further layer of policing of the issues.

4. PRESENTATION BY JOHN GRIMSHAW ON THE NDAC RAILWAY LINE WORKS PROGRESS

John Grimshaw reported that during the week commencing 23rd September 50 local volunteers will be undertaking heavy maintenance work on the current stretch of the Wye Valley Greenway Project that goes from The Diving Centre to Tintern. 250 – 300 man days in total will be worked on the maintenance of the track boundaries during the week's work camp. The rail track has now been removed following light work in the tunnel with a licence from Natural England. The twelve month bat survey will be complete in October and the proposed reconfiguration of the tunnel will, if granted, provide more bat roosting places than there are currently. Planning to complete this phase has been applied for and will hopefully be granted in the New Year with a view to the opening of the Greenway track towards the end of May 2020. Plans are also being prepared for the next phase of the Project from Wydean School who have agreed that the school car park may be used at weekends. Parish Council support for this next phase would help future planning and grant funding applications. Mr Grimshaw answered questions from Councillors.

The Chairman thanked Mr Grimshaw for attending the meeting and agreed the Parish Council would consider support for the project at a future meeting and could include an article on the Project in the spring newsletter.

5. PUBLIC CONSULTATION

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

There were no members of the public present.

County Councillor Patrick Molyneux informed Councillors of the review of the Local Transport Plan which will be coming out for consultation. The County Council is committed to carbon neutral transport. There is mention of a Chepstow bypass in the Review, although the £1m cost of the initial survey needs to be found.

The extra funding for social care, special educational needs and policing recently announced by the Government will cover the current County Council funding deficit.

The draft Local Industrial Strategy has now been launched, Gloucestershire now being part of the Great Western Power House.

Councillor Powell asked about the bus provision in and around the Parish. Councillor Molyneux understood the issues but it is difficult to subsidise fairly where use of the services is infrequent. The future use and provision of transport facilities may need an overall change of habits by everyone.

Councillor Drew asked if the integration of bus passes with railcards and other forms of transport had been considered locally along the lines of the Oyster card system in London. Councillor Molyneux thanked him for his suggestion which he will look into further.

Councillor Bayliss asked if there was further information on the provision of school and doctor's places since Councillor Molyneux's last visit, following early re-assurances from those involved in the planning process that current facilities were adequate for the new housing developments in the Parish – Clerk to email reminder for more information.

6. 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.

- 1) Planning, Development Control and Highways Committee meeting held on 24th July 2019.
No questions to Councillor Koning, Chair of the Meeting.
- 2) Planning, Development Control and Highways Committee meeting held on 28th August 2019.
No questions to Councillor Koning, Chair of the Meeting.
- 3) Finance and Probity Committee meeting held on 4th September 2019.
No questions to members of the Committee.
- 4) Mopla Cottages Committee meeting held on 4th September 2019.
No questions to members of the Committee.
- 5) Amenities Committee meeting held on 11th September 2019.
In the absence of printed draft minutes Councillor Edwards highlighted the items agreed.
No questions to Councillor Edwards, Chair of the Meeting.

7. CHAIRMAN'S ANNOUNCEMENTS

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

Councillor Koning informed Councillors that he, the Clerk's Assistant and Councillor Edwards had made the annual visit to Parish assets and that no serious problems had been identified.

8. POLICING IN THE PARISH

Resolved to note report for June / July downloaded by Clerk.

9. PARISH CLERK'S REPORT

Resolved to receive and consider the Parish Clerk's Report.

The Clerk informed Councillors that there would be an extraordinary meeting of the Council on Wednesday 25th September to consider re-structuring of the admin team.

10. FINANCE

- a) **Resolved to approve payments** according to the Financial Statement for August 2019 except for the payment of £1000 grant to Tidenham War Memorial Hall and Recreation ground Trust. (see item 14). Councillor Koning suggested a plaque to thank the volunteers for the bench refurbishment on Beachley Road.
- b) **Resolved to receive and approve the Financial Statement** for August 2019.
- c) **Resolved to receive and note** the Receipts / Payments spreadsheet to August 2019 as presented to the Finance and Probity Committee at the meeting on 4th September 2019.
- d) **Resolved to receive and note** the Budget Monitoring Spreadsheet 2019/2020 as presented to the Finance and Probity Committee at the meeting on 4th September 2019.

11. ISSUES RAISED BY COUNCILLOR POWELL AT THE MEETING ON 17TH JULY 2019

- a) Use of existing Complaints Procedure – as the proposed revised Complaints Procedure was approved subject to FoDDC Monitoring Officer approval (June 2019 agenda item page 7 item 21) which was not forthcoming, therefore the existing Complaints Procedure remains the current adopted procedure.
Councillor Powell stated that it was not agreed to adopt the Complaints Procedure subject to approval of the Monitoring Officer. The Clerk stated that the minutes of the meeting in June had been accepted. Councillor Powell then announced that he had recorded the meeting on his private tablet as he had done the last couple of years' meetings. The chairman expressed his surprise that this had taken place covertly and stated that he would have appreciated that this, as a matter of courtesy, would have previously been disclosed to the Clerk.
- b) The motion to suspend Standing Orders at the June meeting was correctly recorded.
- c) The use of volunteers to repair the bench on Beachley Road is covered under the Parish Council insurance policy. A risk assessment for the work required has been agreed with the volunteers.
- d) Standing Order 19 (c) may need to be reviewed in future. The Finance and Probity Committee adopted a Staff Appraisal Policy in March 2019. The Committee's remit covers staffing matters.

12. ANNUAL DOMAIN REGISTRATION AND HOSTING

Resolved to approve Annual Domain Registration and Hosting for tidenhamparishcouncil.co.uk cost £90 plus VAT = total £108.00, payable to Tate Computer Technology Ltd.

13. TIDENHAM PARISH COUNCIL INSURANCE RENEWAL

Resolved to approve renewal of Council Policy (year 2 of 3 year Long Term Undertaking) total cost £1942.10 including £50 broker admin fee and insurance premium tax and based on current assets as per Asset Register August 2019.

14. TIDENHAM WAR MEMORIAL HALL AND RECREATION GROUND TRUST

- e) **Resolved to postpone consideration** of payment of the £1000 annual grant to the Trust until October. Councillor Powell re-iterated his previous concerns regarding the Trust's procedures. Councillor Koning to arrange the signing of the Trust's Register of declaration of Acceptance of Office by the Trustees.

15. CHANGES TO THE MOBILE LIBRARY SERVICE

Resolved no comment / suggestions to be sent Gloucestershire County Council regarding changes to the mobile library service.

16. SEDBURY AND BEACHLEY VIALLEGE HALL CAR PARK RE-SURFACING

- a) **Resolved not to accept** quotation for re-surfacing of the Hall car park from GM Paving and Plant Hire cost £17387.75 plus VAT – total cost £20,865.30.
- b) **Resolved not to accept** quotation for re-surfacing of the Hall car park from Stoneway Paving and Resin Drives Ltd cost £22,680.00 plus VAT – total cost £27,216.00.
- c) **Resolved to accept** quotation for re-surfacing of the Hall car park from Dean Park Contractors Ltd cost £14,613.00 plus VAT – total cost £17535.60 including replacement of damaged manhole covers. (£13,720.00 plus VAT – total cost £16,464.00 without replacement manhole covers.)
- d) **Resolved not to accept** quotation for re-surfacing of the Hall car park from Rockstone Surfacing cost £12,271.15 plus VAT – total cost £14725.38.

17. EXTERNAL AUDIT 2018/2019

Resolved to note external audit report from PKF Littlejohn and that no further matters have been raised. The full AGAR report has been published on the Parish Council website as required. The Clerk was thanked for her work to ensure a successful audit.

18. CHEPSTOW FAIR TRADE FORUM

Resolved to approve Grant application from Chepstow Fair Trade Forum for £100 for their Design a Poster Schools Competition 2019 for schools in Tidenham Parish.

19. **GAPTC EXECUTIVE COMMITTEE ELECTION**

Resolved to vote for Councillor Ray Cotton, Awre PC of the three nominees proposed for two vacancies on the GAPTC executive committee.

20. **NEWSLETTER**

- a) **Resolved to approve** use of Royal Mail Door to Door Service for distribution of the Autumn Newsletter cost £500 plus VAT – total cost £600.
- b) **Resolved not to approve** quotation from Storm Marketing for the distribution of Newsletter of £266.67 plus VAT (total cost £320).
- c) **Resolved to accept** sponsorship for the delivery of the newsletter from Bobby Nakum, Lifestyle Express of £320.

21. **CORRESPONDENCE**

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

Councillors asked for a representative from the Forest of Dean District Council Local Plans Team to be invited to the October meeting to discuss the Local Plan 2021 – 2041, Issues and Options Consultation.

22. **COUNCILLORS' REPORTS**

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 Drew asked if funds from the Tump Farm Community Benefit would be available to Sedbury Space – advised they should contact the Council for funds through the normal channels.

Councillor Powell reported that contractors are still parking their vehicles on Parish Council land in Wyebank Road – Clerk to email Barratts.

23. **FUTURE MEETINGS**

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

Wednesday 25th September 2019 - Planning, Development Control and Highways Committee.

Wednesday 16th October 2019 – Full Council Meeting.

The meeting closed at 20.53hrs.