

Minutes of the Annual Parish Council Meeting held on Wednesday 5th May 2021 at 7.00pm held as a virtual meeting through the Zoom video conferencing platform.

Present: Councillors: Drew, Edwards, Hartford-Beynon, Koning (Chairman), Molyneux, O'Toole, Tullett, and Wall.
Officers: Carol Hinton (Clerk), David Stevens (Clerk's Assistant).

1 member of the public.

Before the commencement of the meeting Councillor Koning, as outgoing Chairman, thanked members for their hard work and dedication during the past challenging year, ensuring that the work of the Council continued through difficult times. He appreciated the efforts made to embrace the online technology which had worked well for the year. Councillor Koning also thanked the Clerk and Clerk's Assistant for their support in ensuring the business of the Council continued through the Covid 19 pandemic restrictions.

1. CHAIRMAN

a) To elect a Chairman for 2021/2022

Councillor Koning was proposed and with no other proposals was elected as Chairman for 2021/2022.

b) Chairman to verbally agree the Declaration of Acceptance of Office.

The Chairman read the Declaration to members present at the virtual meeting.

2. VICE CHAIRMAN

a) To elect a Vice Chairman for 2021/2022

Councillor Tullett was proposed and with no other proposals was elected as Vice Chairman for 2021/2022.

b) Vice Chairman to verbally agree the Declaration of Acceptance of Office.

The Vice Chairman read the Declaration to members present at the virtual meeting.

3. ATTENDANCE

a) Resolved to receive apologies for absence from those Councillors unable to attend from Councillors Bollen and Swambo.

b) Resolved to accept those apologies received with reasons for absence from Councillors Bollen and Swambo.

4. DECLARATIONS OF INTEREST

a) To confirm that all changes to Councillors' Register of Interest have been notified to the Clerk.

The Clerk confirmed that no changes had been notified. Councillors were reminded that any future changes must be notified to the Clerk.

b) 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.

c) To consider any Dispensation Requests received by the Parish Clerk and not previously considered.

None Received

5. PUBLIC CONSULTATION

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

Mr John Powell informed Councillors that he had sent an item for discussion at the Annual Parish Meeting on 6th May 2021. SARA have launched a campaign to raise funds for protective equipment. The Chairman confirmed that the Council will be looking to strengthen ties with SARA who have not submitted a grant application. Councillor O'Toole confirmed that he has at last been able to contact SARA and will be discussing their requirements with them further.

6. REMIT OF COMMITTEES

Resolved to adopt the Remit of Committees.

7. STANDING COMMITTEES

Resolved to appoint members to standing committees as approved by the adoption of ‘Remit of Committees’ as follows:

Amenities Committee.

Councillors Bollen, Edwards, Koning, Molyneux, Swambo, Tullett and Wall.

Planning, Development Control and Highways Committee.

Councillors Bollen, Drew, Hartford-Beynon, Koning, O’Toole, Tullett and Wall.

Finance and Probity Committee.

Councillors Bollen, Koning, Molyneux, O’Toole and Tullett.

Mopla Cottages Committee.

Councillors Bollen, Koning, Molyneux, O’Toole and Tullett.

8. PUBLIC AND CHARITABLE BODIES

a) Resolved to approve appointments to Public and Charitable Bodies as follows:

Poor’s Allotments.

Councillors Koning and Molyneux, Mrs O’Toole, Mrs Gilchrist and Revd Treharne.

Sedbury and Beachley Village Hall.

Councillors Bollen and Drew.

Tidenham War Memorial Hall.

Councillor Wall.

Severn Area Rescue.

Councillor O’Toole.

Forest Economic Partnership.

Councillor Drew.

A48 Meeting.

Councillor Drew.

b) Resolved to note Lead Councillor roles covering the following areas (but not limited to) Chepstow, The River Severn, Elderly Residents, Neighbourhood Watch, Climate Emergency, Economic Development and Local Schools to be nominated as and when required during each year. 2021 / 2022 allocated April 2021.

9. FINANCIAL REGULATIONS

Resolved to adopt Financial Regulations.

10. INVESTMENT STRATEGY, FINANCIAL RISK ASSESSMENT AND APPOINTMENT OF BANKERS

a) Resolved to adopt Investment Strategy and Financial Risk Assessment.

b) Resolved to approve safety of investments/bank accounts as per Investment Strategy and Financial Risk Assessment.

c) Resolved to confirm Bankers and account signatories with no changes.

11. PROVISION OF INFORMATION UNDER FREEDOM of INFORMATION ACT

Resolved to adopt Provision of Information – Model Publication Scheme.

12. MEDIA POLICY

Resolved to adopt Media Policy.

13. EMAIL POLICY

Resolved to adopt Email Policy.

14. CCTV POLICY

Resolved to adopt CCTV Policy.

15. MINUTES OF PREVIOUS MEETING

a) Resolved to approve as a correct record the minutes of the meeting held on 21st April 2021

b) To consider any questions arising from those minutes. **There were none.**

16. POLICING IN THE PARISH

Resolved to note Police crime statistics for Tidenham and Sedbury can be accessed following this link.
<https://www.ukcrimestats.com/Neighbourhood/6107>

17. COMMITTEES

Resolved to receive reports, minutes and recommendations from committees:

- i). Planning, Development Control and Highways Committee meeting held on 28th April 2021.
 There were no questions to Councillor Koning, Chairman of the Committee.

18. CHAIRMAN'S ANNOUNCEMENTS

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

This is the last full Council meeting to take place virtually using Zoom. From 21st June 2021 all Parish Council meetings will take place in Sedbury and Beachley Village Hall.

19. PARISH CLERK'S REPORT

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

20. FINANCE

- a) **Resolved to approve payments** according to the Financial Statement for April 2021. Due to the early date of the meeting in month the Clerk will add any further payments that become due later in the month and seek email approval from the Chairman and another Councillor before payments are made.
- b) **Resolved to receive and approve** the Financial Statement for April 2021 and note bank and building society statements had been checked by the Chairman prior to the meeting.

21. WELSH WATER LAND WYEBANK ROAD – GRASS CUTTING

Resolved Clerk to ask current grass cutting contractors how much the additional cost of avoiding cutting the Welsh Water land will be. Also - to ascertain the implications of cutting grass on land owned by Welsh Water. Also - to contact Welsh Water regarding the cost to them of their contractors cutting the grass 5 times per year. Item to be considered at June meeting.

22. YETI – YOUTH ENGAGEMENT PROJECT

Resolved to approve under section 102(3) of the 1972 Local Government Act, appointment of a Non-Councillor Member of the Youth Engagement Project Working Group. The Clerk confirmed that Mr Johnathan Lane would like to join the Working Group.

23. BT PHONE BOX PROPOSED REMOVAL

- a) **Resolved to approve** proposal by BT to remove the telephone kiosk in Coleford Road, Tutshill.
- b) **Resolved not to adopt** kiosk.

24. EMERGENCY PLAYGROUND REPAIR

Resolved to note the Clerk had authorised emergency expenditure of £10 to Haydn Bynon to fill a hole identified as a trip hazard at the April playground inspection at the Buttington Road play area.

25. CORRESPONDENCE

To receive and consider any other correspondence as detailed in the Clerk's Report. **There was none.**

26. 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 – has not yet been able to document and report issues caused by the use by Gigaclear of heavy plant on local roads.

Councillor Molyneux – resident newly moved in to Severn Avenue had contacted with concern for large trees outside her boundary. Councillors agreed these were on Glos. CC Highways land. Also - Brian Watkins of Glos. CC Highways had swiftly dealt with a complaint of blocked drains caused by Gigaclear waste in Sedbury. Councillor Molyneux had written to thank him for his help.

27. FUTURE MEETINGS

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

Thursday 6th May 2021 – Annual Parish Meeting.

Wednesday 23rd June – Full Council Meeting.

NOTE:

Wednesday 19th May 2021 – Amenities Committee Meeting. **CANCELLED.**

Wednesday 26th May 2021 – Planning and Highways Committee Meeting. **CANCELLED.**

Wednesday 2nd June 2021 – Finance and Probity Committee Meeting followed by Mopla Cottages Committee. **POSTPONED UNTIL 7TH JULY 2021.**

The meeting concluded at 20.32hrs