

**Minutes of the Parish Council Meeting held on Wednesday 8<sup>th</sup> December 2021 at 7.00pm held at Sedbury and Beachley Village Hall, Sedbury.**

**Present:** Councillors: Bollen, Drew, Hartford-Beynon, Koning (Chairman), Kotecha, McBride, Swambo and Tullett.  
Officers: Carol Hinton (Clerk), David Stevens (Clerk's Assistant).  
Emily Timmins – Youth Worker.

**1. ATTENDANCE**

- a) **Resolved to receive** apologies for absence from those Councillors unable to attend from Councillors Edwards, Molyneux and Wall.
- b) **Resolved to accept** those apologies received with reasons for absence from Councillors Edwards, Molyneux 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 17<sup>th</sup> November 2021.
- 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.  
No members of the public present.

**5. 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>.

The Chairman commented that the statistics had improved since August – Councillor Kotecha suggested this may have a link to the school holidays. Also that that there has been a TikTok craze of kicking people's doors. Councillor Mc Bride reported an incident of tyre slashing.

**6. COMMITTEES**

**Resolved to receive** reports, minutes and recommendations from committees and to consider any questions arising from them.

- i) Planning and Highways Committee meeting held on 24<sup>th</sup> November 2021.  
There were no questions to Councillor Koning, Chairman of the Committee.
- ii) Finance and Probity Committee meeting held on 1<sup>st</sup> December 2021.  
There were no questions to Councillor Bollen, Chairman of the Committee.
- iii) Mopla Cottages Committee meeting held on 1<sup>st</sup> December 2021.  
There were no questions to Councillor Bollen, Chairman of the Committee.

**7. CHAIRMAN'S ANNOUNCEMENTS**

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

The Chairman had been informed that due to restrictions in numbers there had been no representatives from the councils Roy Birch served at his funeral. The Chairman would like to add to a future agenda that one of the planned new benches in the parish be dedicated to Roy.

**8. REPORT FROM COUNTY COUNCILLOR McFARLING**

**Resolved to note** emailed report from Chris McFarling.

**9. PARISH CLERK'S REPORT**

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

Clerk to find out when the Police bus will be visiting the Parish and arrange for the no cold caller stickers to be distributed.

**10. FINANCE**

a) **Resolved to approve payments** according to the Financial Statement for November 2021.

b) **Resolved to receive and approve the Financial Statement** for November 2021.

c) **Resolved to receive and note** the Receipts / Payments spreadsheet to November 2021 as presented to the Finance and Probity Committee at the meeting on 1<sup>st</sup> December 2021.

d) **Resolved to receive and note** the Budget Monitoring Spreadsheet 2021/2022 as presented to the Finance and Probity Committee at the meeting on 1<sup>st</sup> December 2021.

e) **Resolved to receive and note** the YETI Project Spreadsheet 2021/2022 as presented to the Finance and Probity Committee meeting on 1<sup>st</sup> December 2021.

**11. BUDGET / PRECEPT 2022/2023**

a) **Resolved to approve** proposed budget - as recommended by the Finance and Probity Committee. (Finance Committee Draft Minutes Dec 21 page 5).

b) **Resolved to approve** Precept amount of £107,271 - as recommended by the Finance and Probity Committee.

**12. YOUTH WORKER REPORT**

**Resolved to note** report from Emily Timmins on the progress of the YETI Project.

Emily reported back from a Community Connectors Forum in November at which how to move forward and connect with outside organisations in the Forest was discussed. FVAF Drop In Hub – not previously successful in Sedbury but now agreed (through links with their youth worker) that they will in future help run the hubs, working with Sedbury residents.

Councillor Swambo reported that Glos. Community Rail Trust had S106 monies available and are providing £1000 towards a local survey to cover cost of gazebo and bicycle mechanic. There is an Active Travel Scheme that can offer bus/train tickets free of charge for people needing to get to work and funding for electric bikes in Sedbury, usable through an app, for travel to the train station.

Councillor Koning asked about the 20 spaces being offered under the HAF event – Ms Timmins confirmed that children entitled to free school meals will have priority.

Councillor Koning asked about the evaluation of the YETI Project – Councillor Swambo confirmed that the University of Plymouth will be evaluating and that they are drawing up a qualitative survey to be compiled during the first 6-8 months. Councillor Swambo is keeping a weekly log.

It was agreed to reinstate YETI Working Group with Councillor Swambo as lead councillor – for January agenda.

**13. INTERNAL AUDITOR 2021/2022**

**Resolved to approve** appointment of Internal Auditor from GAPTC Internal Audit Service for the year 2021/2022 at a cost of £265 plus mileage charge of 45p per mile.

**14. PARISH COUNCIL DEBIT CARD**

**Resolved to approve** application for a Parish Council debit card for the Lloyds Bank Account for use by the Clerk for online purchases as recommended by the Finance and Probity Committee at their meeting of 1<sup>st</sup> December 2021.

**15. MONMOUTHSHIRE BUILDING SOCIETY**

**Resolved to approve** Councillor Tullett as third signatory for the Council's Monmouthshire Building Society Account.

**16. CASUAL VACANCY**

a) **Resolved to note** confirmation from the District Council that there have been no requests for an election to fill the vacancy created by the resignation of Councillor O'Toole.

b) **Resolved to approve** advertising of vacancy for co-option for selection at the January 2022 meeting. Candidates to be asked to indicate their commitment to committee work.

**17. COVID 19 MEETING RULES**

**Resolved to approve** continuation of safe meeting measures, subject to the amendment of distancing of tables to 1.5 metres - until April 2022 before reviewing in March 2022, according to the prevailing circumstances at that time.

**18. NEWSLETTER**

- a) **Resolved to note** newsletter due to be delivered week commencing 6<sup>th</sup> December 2021.
- b) **Resolved to note** final cost of Royal Mail Door to Door Service was £215.43 plus VAT – total cost £259.16 which is an increase from original agreed total price of £254.20 – this due to the increase in number of properties (now 3051) being delivered to that only came to light once the order was placed.
- c) **Resolved to note** due to the increase in properties 3100 prints were required resulting in an increase from the original agreed cost of £734 for 3000 to £754 total cost (no VAT).
- d) **Resolved to note** invoices have been sent for £50 each to the 6 businesses that placed adverts in the newsletter.

**19. SAFEGUARDING CHILDREN AND YOUNG PEOPLE POLICY**

**Resolved to approve** adoption of Safeguarding of Children and Young People Policy. Emily Timmins confirmed that forms for parental consent to photography will be available.

**20. HM QUEEN – PLATINUM JUBILEE 2022**

**Resolved to approve** allocation of funds from ringfenced reserves 'Funds for Significant Future Projects' (currently £24,136) of up to £15,000. Potential projects – bandstand / shelter Tutshill recreation ground, community garden, signage for Jubilee Stone.

**21. JUBILEE STONE – PARSON'S ALLOTMENT**

- a) **Resolved to approve** purchase of wood framed 3mm Dibond + Gloss laminate signage, including information plaque and directional signs as per quotation of £640 plus VAT – total cost £768. Forestry Commission have agreed to install.
- b) **Resolved to approve** wording for information board which will include reference to original Parish Council involvement in its erection.

**22. COMMUNITY GARDEN – ADJACENT TO ALLOTMENTS SITE**

- a) **Resolved to commit** to the introduction of a community garden at a site adjacent to the Parish Allotments.
- b) **Resolved to approve** applying for a lawful development certificate for the site from the District Council at a cost of £103.

**23. WILD FLOWER GRASSLAND – WYEBANK ROAD**

**Resolved to approve** introduction of wild flower grassland on Council land in Wyebank Road as part of the Council's commitment to help tackle the Climate Emergency. Amendment to grass cutting contract and purchase of plugs to be considered at a later date.

**24. CHEPSTOW SOCIETY**

**Resolved to note** report from Councillor Wall on the Chepstow Society meeting September 2021.

**25. POLICE COMMUNITY DEVELOPMENT DAY**

**Resolved to note** feedback from Councillor Swambo on a community development day he attended in Coleford hosted by the Gloucester Police and focused on improving the Forest offering for young people. This involved representatives of key Forest of Dean Stakeholders, including Coleford and Lydney Town Councils, FVAF and the Police. Councillor Swambo had given a report on the YETI Project. Agreement was made to meet regularly as a working group to help avoid duplication of work throughout the Forest and for youth workers to work together. Part of the work will be identifying funding streams. The next meeting in January will focus on older people in the Forest.

**26. CORRESPONDENCE**

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

Correspondence had been received from a potential purchaser of Tidenham Manor asking for information on the Diving Centre activities. An email regarding the referral by some contributors to the newsletter about coming out of the Covid pandemic and an offer from 2 residents to join future litter picking events.

**27. CLERK'S SALARY** *(due to its confidential nature, the resolution for this item has been recorded and attached as a codicil to these minutes).***28. 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 Drew – will photograph poorly patched roads.

Councillor Swambo – had attended NALC virtual Future Communities training which was very interesting. Attendees were identified by their population and precept. Key points – Tidenham are good at identifying spending priorities with a bottom up approach. Health and well being issues were suggested as spending priorities with the same bottom up approach. Tidenham social prescribing model (YETI) was seen as forward thinking and Councillor Swambo had been approached by 2 councils for details on the Project. Clear message that Parish Councils should not be afraid to raise the precept. There is a shortage of Clerks nationally and funding for training will be available. Tidenham could be involved in training where understudies may be brought in.

Councillor Swambo also reported that funding may be available for electric car charging points. There may be funding available for an electric mini-bus - Dial a Ride will be bidding for funding but they do not cover the Tidenham area.

Councillor Hartford-Beynon – The Forest Climate Group is proposing a community open forum event in February for sharing / learning between parishes and district, focusing on a bottom up approach and recognising that action from higher tier government is not happening quickly enough.

Councillor Koning – At the last meeting it was flagged up that the Hall was cold and it was requested that the thermostat should be set to a higher temperature in advance of a meeting. This has not happened for today's meeting. Councillor Bollen will arrange for the heating to be looked at before the next meeting.

**29. FUTURE MEETINGS**

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

Wednesday 15<sup>th</sup> December 2021 – Planning and Highways Committee meeting.

Wednesday 12<sup>th</sup> January 2022 – Amenities Committee Meeting.

Wednesday 19<sup>th</sup> January 2022 – Full Council meeting.

**The meeting concluded at 21.02hrs**