

**Minutes of the Parish Council Meeting held on Wednesday 19<sup>th</sup> April 2023 at 7pm held at Sedbury and Beachley Village Hall, Sedbury.**

**Present:** Councillors: Bollen, Drew, Edwards, Hartford-Beynon, Koning (Chairman), Molyneux, Russell, Swambo, Tullett and Wall.

Officers: Carol Hinton (Clerk), David Stevens (Assistant Clerk).

Youth Worker: Emily Timmins.

**1. ATTENDANCE**

a) **Resolved to receive** apologies for absence from those councillors unable to attend from Councillor McBride.

b) **Resolved to accept** those apologies received with reasons for absence from Councillor McBride.

**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> February 2023.

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

c) **Resolved to approve** as a correct record the minutes of the cancelled meeting on 15<sup>th</sup> March 2023.

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

e) **Resolved to approve** as a correct record the minutes of the extraordinary meeting held on 22<sup>nd</sup> March 2023.

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

**4. PUBLIC CONSULTATION**

**To receive and consider any questions from the Public. No members of the public present.**

**5. POLICING IN THE PARISH**

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

**6. COMMITTEES**

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

i) Planning, Development Control and Highways Committee meeting held on 22<sup>nd</sup> February 2023.

There were no questions to Councillor Wall, Chairman of the Committee.

ii) Finance and Probity Committee meeting held on 1<sup>st</sup> March 2023.

There were no questions to Councillor Bollen, Chairman of the Committee.

iii) Mopla Cottages Committee meeting held on 1<sup>st</sup> March 2023.

There were no questions to Councillor Bollen, Chairman of the Committee.

iv) Amenities Committee meeting held on 8<sup>th</sup> March 2023.

There were no questions to Councillor Swambo, Chairman of the Committee.

v) Planning, Development Control and Highways Committee meeting held on 22<sup>nd</sup> March 2023.

There were no questions to Councillor Wall, Chairman of the Committee.

**7. CHAIRMAN'S ANNOUNCEMENTS**

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

The Chairman expressed disappointment that only 15 Parish Council seats in the Forest of Dean have been contested and suggested that the new Parish Council from May 2023 should aim to increase community

engagement and awareness of the Parish Council. Councillor Molyneux suggested introducing associate members of committees. Councillor Russell commented that members of the community are not aware of the Parish Council. Councillor Tullett expressed concern that community governance is not taught in schools and that Councillors need to visit schools. Emily Timmins commented that it is difficult to get into schools as they see the Parish Council as being political.

#### 8. REPORT FROM COUNTY COUNCILLOR McFARLING

**To note** report from Chris McFarling who may attend the meeting. **No report received prior to the election.**

#### 9. PARISH CLERK'S REPORT

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

#### 10. YOUTH PROJECT

- a) **Resolved to approve** renewal of YETI Youth Project for a further 12 months from 1<sup>st</sup> October 2023 subject to obtaining grant funding of £17,300 (including £5000 social prescribing fund and calculated including estimated Tump Farm benefit for 2023 of £6000) subject to the terms and conditions of the Youth Worker Employment remaining the same.
- b) **To consider** one or two councillors willing to assist with identifying and applying for suitable grants. Councillors Koning, Russell and Swambo volunteered to do this. Youth Worker to share possible funding stream.
- c) **Resolved to approve** payment of monthly Giff Gaff mobile bill of £10 using Council debit card. This amount from YETI funding.
- d) **Resolved to note** report from Emily Timmins, Youth Worker.  
Councillor Swambo thanked the Youth Worker for her hard work and commented that there had been a noticeable decrease in vandalism over the past few months. The Halloween trail had resulted in no complaints being received regarding 'trick or treating'.  
The Youth Worker reported that although she had one very good volunteer, there still needed to be 3 or 4 more to open the Youth Club. Councillors discussed possible avenues for recruiting and paying allowances – Clerk to look into.  
It had been reported to the Youth Worker that the skate park was due to be taken away. Councillors confirmed this has not been discussed and that improvements to the area will be considered in future.

#### 11. MEMBERSHIP RENEWAL – GAPTC AND SLCC

- a) **Resolved to approve** renewal of membership of GAPTC 2023/2024 of £1388.88 – numbers of electors 4513 (this includes the NALC element of 7.71 pence per electorate and a discount of 15% on the GAPTC element for having a CiLCA qualified Clerk and for achieving the Local Council Award - Foundation). This subject to GAPTC being informed in writing that Councillors felt that some of the online course provision requires improvement and that online courses should now be replaced, where possible, with in person sessions, delivered across the County to make them more accessible and affordable. Councillors also asked that an opportunity to provide feedback be introduced following a course.
- b) **Resolved to approve** renewal of membership of SLCC 2023/2024 of £236.

#### 12. FINANCE

- a) **Resolved to approve payments** according to the Financial Statement for March 2023 which includes payments made during March.
- b) **Resolved to receive and approve the Financial Statement** for March 2023.
- c) **Resolved to receive and note** the Receipts / Payments spreadsheet to March 2023.
- d) **Resolved to receive and note** the Budget Monitoring Spreadsheet 2022/2023.
- e) **Resolved to receive and note** the YETI Project Spreadsheet 2022/2023 as presented to the Finance and Probity Committee at the meeting on 1<sup>st</sup> March 2023.
- f) **Resolved to note** Monmouthshire Building Society Account Interest for 22/23 of £863.79 has been received.
- g) **Resolved to note** Bank Reconciliation at end of 2022/2023.
- h) **Resolved to note** Notes to Accounts for end of 2022/2023.

**13. ASSET REGISTER**

- a) **Resolved to adopt** the Asset Register as shown in the 2022/2023 Annual Accounts.
- b) **Resolved to note** all assets have been visually checked during the year by the Clerk's Assistant, contractors or through playground checks.

**14. ZOOM RENEWAL**

**Resolved to approve** renewal of Zoom licence for 1 year at a cost of £119.90 plus VAT – total cost £143.88 and that the Council Lloyds Bank debit card be used for the renewal payment. Clerk's Office to monitor usage during the year.

**15. INTERNAL AUDITOR REPORT 2022/23**

**Resolved to note and approve** Internal Auditor's Report 2022/23. No issues identified and no action required. The Clerk was thanked for her work during the year to ensure a good audit report.

**16. PROPOSAL FOR SUBMISSION TO FoDDC FOR USE OF S106 MONIES**

**Resolved to approve** proposal prepared by Councillor Swambo for expenditure of the S106 monies available for submission to FoDDC.

A local CIC has agreed to manage the scheme for a weekly fee. Drivers will not require a special licence to drive the vehicle. Each organisation using the vehicle will collect donations which will be accounted for and ringfenced by the CIC, who will provide monthly reports. Fitting a charging point and the Hall electricity supply will be fully assessed prior to proceeding.

**17. LOCAL COUNCIL AWARD SCHEME**

**Resolved to note** Tidenham Parish Council has achieved the Foundation level award which recognises that the Council not only achieves good practices in governance, community engagement and council improvement, but also goes above and beyond its legal obligations.

The Clerk's Office was thanked for its contributions and work to ensure the Council met the criteria for the Award. Councillors discussed considering preparing to achieve the Quality Award within 12 months.

**18. COMMUNITY CHAMPION AWARDS**

a) **Resolved to approve** launch of Tidenham Parish Community Champion Award Scheme as prepared by the Clerk and Susan Riordan, Sedbury Space.

b) **Resolved to approve** budget for the scheme of £200 to be included under miscellaneous items.

**19. COMMUNITY HUB EVENT 18<sup>TH</sup> MARCH 2023**

a) **To consider** feedback from Community Hub event on 18<sup>th</sup> March.

The Event had been well attended by contributors with a small but steady flow of members of the community. Perhaps in future link with other events in the community. Having suggested the next Event should be in July, Councillor Hartford-Beynon will approach the Tutshill Pre-School to ask that the Council join their Summer Fete on 24<sup>th</sup> June.

b) **Resolved to note** a banner advertising the event was purchased by the Clerk at a total cost of £131.99 (inc VAT and delivery), it being worded to allow use for future Community Hub events.

**20. CORONATION COMMEMORATIVE MUGS**

**Resolved** distribution of mugs to primary age school children in the Parish will be by Councillors Bollen and Drew (Offa's Mead), Councillor Russell (St John's) and Emily Timmins, Youth Worker (Tutshill). Clerk to arrange with the schools.

**21. SEDBURY AND BEACHLEY VILLAGE HALL**

**Councillors Bollen and Drew declared an interest in this item and did not take part in the discussion or vote.**

**Resolved to approve** purchase of heavy duty goal posts for Sedbury and Beachley Hall playing field for a total of £1097.40 including VAT and delivery. Amount to be re-imbursed to the Council by Sedbury and Beachley Village Hall Committee who are unable to purchase online.

**22. COMMUNITY GARDEN MEETING**

**To consider** setting date for a Community Garden meeting. Clerk to liaise with Councillor Swambo about this.

**23. LOCAL GOVERNMENT PENSION SCHEME**

Due to the confidential nature of this item, members of the public and press were excluded from the meeting.

- a) **Resolved to note** the employee pension contribution rate payable by the Clerk for tax year 2023/24.
- b) **Resolved to note** the employee pension contribution rate payable by the Assistant Clerk for the tax year 2023/24.
- c) **Resolved to note** the Employer's Contribution Rate for the LGPS remains at 21.1% of salary from 1<sup>st</sup> April 2023.
- d) **Resolved to note** the Pension Annual Return for 2022/23 has been submitted.

**24. CORRESPONDENCE**

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

An item of correspondence from a member of the community had been received asking the Parish Council to consider planting of trees and re-wilding of paved spaces. Clerk to invite to the Annual Parish Meeting.

**25. 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 Bollen – the Hall Committee will be hosting a 'street party' to mark the Coronation of King Charles III on Monday 8<sup>th</sup> May from 2pm in the Hall field. There will be free food and children's games. All welcome. The event will be advertised locally.

The Chairman then thanked Councillors Edwards and Molyneux and, in her absence Councillor McBride, for their hard work and contributions during their years as Parish Councillors and wished them well for the future.

**26. FUTURE MEETINGS**

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

Wednesday 26<sup>th</sup> April – Planning and Highways Committee meeting.

Wednesday 3<sup>rd</sup> May 2023 – Amenities Committee meeting.

Wednesday 17<sup>th</sup> May 2023 – **ANNUAL COUNCIL MEETING**.

**The meeting concluded at 20.55 hrs**