

Minutes of the Parish Council Meeting held on Wednesday 21st June 2023 at 7.00pm held at Sedbury and Beachley Village Hall, Sedbury.

Present: Councillors: Drew, Hartford-Beynon, Koning (Chairman), Russell, Strong, Swambo, Tullett and Wall.
Officers: Carol Hinton (Clerk). David Stevens (Assistant Clerk).
Johnathan Lane – Forest of Dean District Councillor.
Damion Collins – Forest of Dean District Council Community Safety Lead.
2 members of the public.

1. ATTENDANCE

- a) **Resolved to receive** apologies for absence from those councillors unable to attend from Councillor Bollen.
- b) **Resolved to accept** those apologies received with reasons for absence from Councillor Bollen.
Apologies had also been received from Emily Timmins, Youth Worker and Chris McFarling, County Councillor.

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) **Resolved to note** Notice of Dispensation requested by members of the Mopla Cottages Committee issued by the Clerk and signed at the meeting.
- c) **Resolved to note** Notice of Dispensation requested by Councillor Trustees of Tidenham War Memorial Hall and Recreation Ground Trust issued by the Clerk and signed at the meeting.
- d) **Resolved to note** Notice of Dispensation requested by Councillor Trustees of Sedbury and Beachley Village Hall issued by the Clerk and signed at the meeting.
- e) **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 May 2023, subject to membership of the Aurora Project (Forest Community Energy) being included at item 9 b).
- b) **To consider any questions** arising from those minutes. **There were none.**

4. SAFER STREETS FUNDING - DAMION COLLINS

Presentation by Damion Collins, FoDDC Community Safety Lead on possible Safer Streets Funding for the Parish. As co-ordinator of the District Community Safety Partnership (CSP), Damion will be responsible for the distribution of funds of potentially £50k from the soon to be released Safer Streets 5 initiative. These funds are to be used in outdoor areas particularly for the prevention of violence towards women and girls. Examples of the type of uses are CCTV, outdoor shelters and managed WiFi hotspots. The Government has asked for the funds to be used on what communities need. The CSP is looking at how to engage with young people and understanding vulnerabilities. Tidenham Parish has been identified as one of the areas suitable, being on the border and easily accessible from Bristol, Gloucester and the Wye Valley. The CSP is approaching identified Councils as they know their communities best and need to consider how they can be safer and more engaged. Councillor Swambo had several ideas for use of funds and the local PCSOs have identified 4 locations where CCTV would help. Damion stated that the funding is not yet confirmed but that the CSP will otherwise be looking to fund initiatives in other ways. In future a speed awareness camera on the A48 may be considered. The initiative is due to be launched in September and will be administered by the CSP who will provide briefing notes based on guidelines from the Police and Crime Commissioner. District Councillor Adrian Birch is Chair of the CSP. The Chairman thanked Damion and confirmed that future contact and any proposals for funding should be through the Clerk. This will be added to a future agenda for consideration.

5. PUBLIC CONSULTATION

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

Jo Jenkins – Parents of Offa’s Mead Academy pupils have been notified that, whilst the 1st Rifles are away in Cyprus for 2 years, some year groups will be mixed which has caused concern amongst parents. Can the Parish Council help? The Chairman informed Mr Jenkins that the Council has previously raised this issue.

Also – since the Annual Parish Meeting and the presentation by the Police, Mr Jenkins had carried out some analysis of crime statistics over the past 10 years. Whilst at the APM the consensus was that the overall statistical trend was down, there have been spikes in the statistics that may suggest a seasonal issue which should perhaps be monitored after the summer and may need addressing.

6. **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>

7. **COMMITTEES**

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

i). Planning, Development Control and Highways Committee meeting held on 24th May 2023.

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

ii) Finance and Probity Committee meeting held on 7th June 2023.

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

iii) Mopla Cottages Committee meeting held on 7th June 2023.

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

8. **CHAIRMAN’S ANNOUNCEMENTS**

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

The FoDDC Monitoring Officer will be offering social media training for councillors and clerks.

The Chairman and Councillors Russell and Swambo have been working on producing a Parish Emergency Plan.

This is proving to be a big task and they will continue to work on it over the coming months.

9. **REPORT FROM COUNTY COUNCILLOR McFARLING**

Resolved to note report from Chris McFarling who was unable to attend the meeting.

Councillors noted that Councillor McFarling has asked the Parish Council to consider how it might protect local wildlife. Councillor Tullett suggested community involvement and encouraging wildlife friendly private gardens. Councillor Swambo – the Council is already considering developing a community garden and public area as well as a grant fund for local projects.

Councillor McFarling also asked for vigilance in using the Highways ‘Report It’ link to report potholes. The Chairman reported that the Planning and Highways Committee have nominated three councillors to monitor and report potholes, using the title ‘councillor’ to report.

District Councillor Johnathan Lane alerted councillors to some grant funds that are due to come through shortly – he will let the Council know when and which ones are available as soon as possible. He has been looking at road safety on the A48, particularly near Wyevern Garage, Woolaston, following a few accidents there. He is looking for a more sustainable solution than speed van visits. The Chairman informed Councillor Lane that the Parish Council has been trying for some time to make the Sedbury Lane crossing across the A48 safer with no progress. Councillor Swambo has asked for temporary traffic solutions/signs to be available for example for the Pre-School fete in Tutshill on Saturday 23rd June. He also reported that the lollipop man in Tutshill has been pushed out of the way by cars and needs to have a body cam for safety.

10. **PARISH CLERK’S REPORT**

Resolved to receive and note the Parish Clerk’s Report.

11. **YOUTH PROJECT**

Resolved to note report from Emily Timmins, Youth Worker.

Items 17 and 19 were considered at this point in the meeting.

12. FINANCE

- a) **Resolved to approve payments** according to the Financial Statement for May 2023.
- b) **Resolved to receive and approve the Financial Statement** for May 2023.
- c) **Resolved to receive and note** the Receipts / Payments spreadsheet to May 2023 as presented to the Finance and Probity Committee at the meeting on 7th June 2023.
- d) **Resolved to receive and note** the Budget Monitoring Spreadsheet 2023/2024 as presented to the Finance and Probity Committee at the meeting on 7th June 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 7th June 2023.

13. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2022/23

Resolved to note the AGAR has been submitted to the external auditor, PKF Littlejohn.

14. THE PENSIONS REGULATOR – RE-ENROLMENT AND RE-DECLARATION

Resolved to note a re-declaration to The Pensions Regulator that there were no staff required to be re-enrolled in the LGPS at the re-enrolment date of 1st June 2023 has been made.

15. CODE OF CONDUCT

Resolved to approve adoption of the Tidenham PC Code of Conduct, subject to its being reviewed in 6 months or when a revised model Code has been issued by NALC.

16. RISK ASSESSMENT

Resolved to approve adoption of the Tidenham PC Risk Assessment.

17. SEDBURY AND BEACHLEY VILLAGE HALL – INSURANCE RENEWAL

Resolved to approve renewal of the Hall insurance with Community First underwritten by Zurich Insurance at an annual premium of £626.72 – year 3 of a 5 year Long Term Agreement. This represents an increase of £99.67 due to index linking of sums insured.

18. CHASE WI – BUS SHELTER CLEANING

Resolved to accept offer from Chase WI to clean and clear vegetation from 4 bus shelters in the Parish in return for a donation of £80 to the WI. This used to be carried out annually prior to the pandemic.

19. SEDBURY AND DISTRICT LEISURE GARDENERS ASSOCIATION

Resolved to approve annual Management Fee of £640 per annum to be paid for 2023, (three year fee agreed 2021) and to arrange meeting with new allotment management team at the start of the new Council term. Councillor Swambo asked that sharing food surplus be discussed at the meeting.

20. CHAT BENCHES

- a) **Resolved to approve** purchase of 3 Chat Benches for installation around the Parish, as recommended by the Amenities Committee from Glasdon at a unit cost of £689.23 (ex VAT) total £2067.69 (£2481.23 inc VAT). Permission to install at the locations – end of Elm Road, double roundabouts Tutshill and top of steps to A48 on Beachley Road, has been granted and Gloucestershire Highways have agreed to install them free of charge.
- b) **Resolved to purchase** by virement of funds from general reserves.
- c) **Resolved to approve** Clerk to write letter to residents in the immediate vicinity of the benches informing them of the installations.

21. INFORMATION COMMISSIONER'S OFFICE – REGISTRATION FEE

Resolved to note under the GDPR/Data Protection Act 2018, the renewal registration fee of £35 is due to be paid by Direct Debit on 25/06/23.

22. LOCAL COUNCIL AWARD SCHEME – QUALITY STANDARD

Resolved to note criteria required to be satisfied prior to applying for the Quality Standard Award.

23. PARKING RESTRICTIONS

To consider action to be taken regarding concerns raised at the Annual Parish Meeting of the lack of enforcement of parking restrictions (yellow line road markings) in the Parish.

David Stevens had contacted Gloucestershire Highways who had reported that they had visited the area 27 times since April. Complaints can be made to Highways about illegally parked vehicles. Councillor Swambo commented that the visits should be made in the early morning and that dangerous parking on smaller local roads should also be addressed. Councillor Strong commented that the yellow lines in question are very faint and the sign very small.

24. FOREST OF DEAN DISTRICT COUNCIL – PROPOSED LOCAL PLAN

Resolved to approve approaching District Councillor Sid Phelps, cabinet member for the Local Plan, for details of how the new Council will be approaching the Local Plan and its previous proposals, particularly regarding potential future development of the Beachley site.

25. TUTSHILL PRE-SCHOOL SUMMER FETE – 24TH JUNE

Resolved Councillors Hartford-Beynon, Koning, Swambo and Wall to attend the Summer Fete on 24th June 11am – 3pm.

26. FOREST HEALTH FORUM

Resolved to note report from Forest Health Forum.

27. CORRESPONDENCE

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

The email received from Mr John Powell regarding the Chairman's Report for the Annual Parish Meeting was incorrect in stating that the Report contained 'lies'. Mr Powell was not at the meeting where the Report was discussed.

Barbara Pond – GRCC – councillors agreed that during the next few months the possibility of being involved in provision of affordable housing in the Parish should be moved forward now that the new Council is in place.

The Clerk reported that the community benefit amount from the Tump Solar Farm for the current year 7 of 25 will be £6900 and has been invoiced. This has been allocated to the Youth Project.

28. 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 Wall – in his capacity as Chepstow liaison - Councillors should note that there are three large concerts taking place at the Racecourse on 30th June and 1st and 2nd July and that the area will be very congested for much of the weekend.

Councillor Hartford-Beynon – had been asked by the Pre-School Chair for confirmation from the Council on its stance regarding the gazebo / shelter ordered for the recreation ground. This will be added to the July agenda.

Councillor Russell – an ex-colleague has prepared some initial marketing notes for the Council. Once these have been updated they will be shared with Councillors.

Councillor Swambo – the current financial difficulties have a knock on effect on young people. A fatal stabbing in Coleford was witnessed by some from Lydney for whom funds have been found to provide counselling as well as £2k to be spent on counselling locally.

Councillor Koning – Councillor Russell has not yet received information on the Forest Economic Partnership.

Clerk to chase. Also – information on a Neighbourhood Watch anti-social behaviour awareness week had been received – details to be forwarded to Councillor Drew, the Council's Neighbourhood Watch lead, who will register for the regular email information bulletins from the Glos. Neighbourhood Watch team.

29. FUTURE MEETINGS

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

Wednesday 28th June 2023 – Planning and Highways Committee meeting.

Wednesday 12th July 2023 – Amenities Committee meeting.

Wednesday 19th July 2023 – Full Council meeting.

The meeting concluded at 20.48hrs