

**Minutes of the Parish Council Meeting held on Wednesday 20<sup>th</sup> September 2023 at 7.00pm held at Sedbury and Beachley Village Hall, Sedbury.**

**Present:** Councillors: Allan, Bollen, Cracknell, Drew, Jenkins, Koning, Russell, Strong, and Wall.

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

Chris McFarling – Glos. County Councillor.

Adrian Birch – Forest of Dean District Councillor.

**1. ATTENDANCE**

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

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

The Chairman welcomed Councillors Allan and Cracknell, for whom it was their first meeting.

**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 19<sup>th</sup> July 2023.

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> It was noted that incidents of violence and weapons had increased. Councillor Jenkins had contacted Nick Evans, Deputy Police and Crime Commissioner, to ask what was classed as a violent crime.

**6. 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 26<sup>th</sup> July 2023.

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

ii) Planning, Development Control and Highways Committee meeting held on 23<sup>rd</sup> August 2023.

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

iii) Finance and Probity Committee meeting held on 6<sup>th</sup> September 2023.

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

iv) Mopla Cottages Committee meeting held on 6<sup>th</sup> September 2023.

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

v) Amenities Committee meeting held on 13<sup>th</sup> September 2023.

There were no questions to Committee members in Councillor Swambo's absence.

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

The Chairman explained that following the election of Councillors Hartford-Beynon, Koning and Swambo as Parish Council representative Trustees of Sedbury and Beachley Village Hall at the Annual Council meeting in May this year, the previous representative Trustees had been removed from the Charity Commission account and the three newly elected added. At a meeting of the Charity Trustees a new Constitution was agreed. This was required because the existing Constitution was out of date particularly as it did not reflect that the building is owned by the Parish Council. At the meeting a new management structure was agreed with fewer Trustees and a management committee to run the hall on a day to day basis. In order to run the Hall, access to accounts and bank accounts is required. A concern is that the Charity's Building Society account has not been registered with the Charity Commission. So far the new Trustees have not been able to access this information. The Chairman has contacted the Charity Commission for advice and is awaiting a formal response. It is therefore difficult for the Trustees to do their job. Councillor Drew asked if the new constitution has been registered with the Charity Commission – the Chairman reported that he was advised that so long as the Charity Commission (CC) is investigating the query of the change of ownership of the building and grounds, as well as other issues, the registration of a new governing document should not happen at present. He was advised that the CC cannot give a firm indication of how long a case worker will need to deal with the queries. Councillor Bollen disputed the fact that the Charity Commission were not aware of the Building Society account and that they had been shown it. The Chairman responded that the fact is that the account is not registered with the Charity Commission. Councillor Russell asked if Maria Hartford-Beynon will be replaced as the representative Trustee. The Clerk confirmed that this will be on the agenda for the October meeting.

8. **RESIGNATION OF COUNCILLOR HARTFORD-BEYNON**

**Resolved to note** resignation of Maria Hartford-Beynon. Clerk to send formal letter of thanks from the Council.

9. **REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

**Resolved to note** reports from Chris McFarling and District Councillor Adrian Birch who attended the meeting. Councillor McFarling apologised for the late report. He wanted to draw particular attention to the County Council motion calling for more foster carers in the County and asked the Parish Council to spread the word on this and point interested parties to the website. Councillor Koning asked if a roadshow or telephone number could be used that might encourage more people to look into further. Councillor McFarling will ask if there are resources for this. Clerk to include article in newsletter. The 'Report It' page on the CC website is changing to 'Fix My Street' which should be easier to use to report potholes etc. Japanese Knotweed is becoming an expensive problem for Highways. Can people please look out for this on public and highways land and report it to the County Councillor using What3Words to identify location. Outbreaks on private land should be dealt with promptly by the landowner. Councillor Koning suggested the Parish Council grass contractors should look out for this. This to be included in newsletter. Councillor Drew asked if the District Council will be introducing a ban on converting bungalows into 2 storey buildings as have other councils. Also – will there be a council tax premium on second homes. District Councillor Birch advised that the local Plan is currently being revised again. Councillor Russell asked for an update on the recycling review adding that members of the public are trying to understand recycling and the restriction on the type of plastics being recycled for commercial reasons is losing the momentum of educating on recycling. This is not a good strategy for the future. Councillor McFarling responded that recycling is being reviewed overall, particularly due to new trucks being required. He stated that due to 11 years of austerity, commercial factors have to be taken into account. Councillor Wall stated that most people put out all plastics and that if this causes contamination there should be some education on this. Councillor Strong asked if there was any update on the Beachley Road accident and speeding. The Parish Council had arranged a meeting of stakeholders and the result of the inquest is being awaited whilst various measures are being considered. County Council speed checks in the 50mph zone had not shown a large number of people breaking the speed limit. David Stevens reported that 2 Community Speedwatch sessions had been held in the 30mph limit zone which showed almost 30% of vehicles were over the speed limit, although there were not a large number of vehicles passing.

District Councillor Birch reported that the issue with the painting on the walls of 25 Buttington Road has now been escalated to MP level. The District Council is taking legal advice. The property was previously owned by the DC and there is a covenant in place not allowing painting of the building.

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.

Councillors agreed that it appears to have been a very successful summer, particularly regarding engagement with older children.

**12. PARISH COUNCIL INSURANCE RENEWAL**

a) **Resolved to approve** suitability of cover of Insurance Policy with Hiscox and that it meets the Parish Council's requirements.

b) **Resolved to approve** renewal of Parish Council Insurance Policy with Hiscox. Year 3 of a 3 year Long Term Agreement to 30<sup>th</sup> September 2024 @ £2308.81 per annum (including Insurance Premium Tax and administration fee).

**13. FINANCE**

a) **Resolved to approve payments** according to the Financial Statement for August 2023.

b) **Resolved to receive and approve** the Financial Statement for August 2023.

c) **Resolved to receive and note** the Receipts / Payments spreadsheet to August 2023 as presented to the Finance and Probity Committee at the meeting on 6<sup>th</sup> September 2023. It was noted that, quarterly finance checks were postponed due to the Clerk being unable to attend because of a family emergency.

d) **Resolved to receive and note** the Budget Monitoring Spreadsheet 2023/2024 as presented to the Finance and Probity Committee at the meeting on 6<sup>th</sup> September 2023.

e) **Resolved to receive and note** the YETI Project Spreadsheet 2022/2023.

f) **Resolved to approve** allocation of 2022/23 VAT refund of £9334.50, that has now been claimed and received, to the Youth Engagement Initiative (YETI) earmarked funds.

g) **Resolved to approve** allocation of Bee Tump Farm Solar 2023 community benefit of £6906.51, which has been invoiced and received, received to the Youth Engagement Initiative (YETI) earmarked funds.

**14. EXTERNAL AUDIT 2022/2023**

a) **Resolved to note** External Audit report for 2022/2023 (page 6 of AGAR form) and note that PKF Littlejohn have stated that the information provided is in accordance with proper practices and that no other matters have been raised giving cause for concern that relevant legislation and regulatory requirements have not been met.

b) **Resolved to note** the audited AGAR and Notice of Conclusion of Audit have been added to the website as required.

**15. YOUTH PROJECT EXTENSION FOR ONE YEAR**

**Confidential information was included in item 14 a) and the public and press were excluded from the meeting during that item.**

a) **Resolved to approve** new contract for Emily Timmins, Youth Worker, based on the same conditions as that expiring on 30<sup>th</sup> September 2023, for one year to 30 September 2024.

b) **Resolved to approve** renewal of the Youth Engagement Project (YETI) for the period of a year from 1<sup>st</sup> October 2023 to 30<sup>th</sup> September 2024 based on projected costs at a) and total funds available of £16753. It was agreed that fundraising for the following year's project should begin immediately.

**16. GCC COMMUNITY SPEED CAMERA**

**Councillor Russell declared an interest in item 16 b) and did not take part in the discussion or vote.**

a) **Resolved to approve** signing of Service Level Agreement with Gloucestershire County Council for the camera allocated to Tidenham Parish Council, funded by the County Council.

b) **Resolved to approve** quotation of £259 (no VAT) from Howard Rees for the installation of the speed camera in Woodcroft as agreed by the Planning and Highways Committee, and note further quotations could not be obtained – work to be carried out by Chapter 8 qualified person.

**17. NEWSLETTER AUTUMN 2023**

a) **Resolved to approve** quotation from Hanley Court Printers of £650 (no VAT) for 3,200 A4 Long Edge folded leaflets - 115gsm.

b) **Resolved not to approve** allocation of residential areas across the Parish to councillors for the delivery of newsletters by those able to do so. Clerk to provide quote from Royal Mail Door to Door at the October meeting.

**18. COMMUNITY GARDEN**

**Resolved to approve** appointment of Joe Jenkins as lead councillor for the Community Garden Project. Councillor Strong offered to help with the project and Councillor Wall is able to give planting advice. Councillor Jenkins reported that he has been looking at existing gardens. Clerk to meet to give details on progress so far.

**19. CORRESPONDENCE**

**To receive and consider** any other correspondence as detailed in the Clerk's Report. Councillor Strong reported that an email of thanks from Wyedean School for the scientific calculators donated had been received, saying that they will be fully utilised.

**20. COUNCILLORS' REPORTS AND FEEDBACK FROM LEAD COUNCILLOR ROLES**

**Resolved to receive and note** any matters which councillors wish to raise or feedback and where appropriate add to the agenda for the following meeting or meetings of committees:

Councillor Drew – with the increase in violent crime should stab / bleed kits be considered in the Parish? Also - Neighbourhood Watch had reported people in a vehicle with Irish registration plates have been offering to spray driveways and asking for a lot of money.

Councillor Allan – the drain at the end of Sedbury Lane on the Tutshill side appears to be blocked as it floods.

Councillor Cracknell – Tim Evans (War Memorial Hall) had approached him regarding the grass cutting on the recreation ground. David Stevens reported that excess cuttings on pitches has been a particular problem this season due to the abnormal grass growth and that the Trust had agreed payment for an extra cut and collect by the Council's contractors. Councillor Cracknell suggested that it may be something St Joh's could help with when mowing the rugby pitches. David Stevens reported that the grass cutting contract for the next three years will be considered shortly.

**21. FUTURE MEETINGS**

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

Wednesday 27<sup>th</sup> September 2023 – Planning and Highways Committee meeting.

Wednesday 18<sup>th</sup> October 2023 – Full Council meeting.

**The meeting concluded at 20.55hrs**