

Woolaston Parish Council
MINUTES OF THE PARISH COUNCIL MEETING
HELD AT 8PM ON THURSDAY 14 NOVEMBER 2024
AT WOOLASTON MEMORIAL HALL

PRESENT: Councillors T Riches (Chairman), M Greenslade, P Brown, J McElroy

In attendance: G Orchard Preece (Parish Clerk), DCllr J Lane

136/24 **To receive Apologies.** Cllr M Fairless and Cllr H Greenslade

137/24 **To receive Declarations of Interest.** There were none.

138/24 To consider applications for Co-option for the Parish Councillor vacancy. There were no applications.
Action: Clerk to re-advertise vacancy

139/24 **To receive and consider questions from the Public.** None present.

140/24 **Reports from the County and District Councillors**

- a. CCllr McFarling' sent his apologies and forwarded his report to councillors before the meeting.
 - b. DCllr Lane forwarded a report to councillors before the meeting.
- Cllr Brown asked where the footpath FWO27 is located and asked what is being done. It was noted that the PROW is still investigating.

141/24 **To approve the minutes of the meeting.** The minutes which were previously circulated to councillors before the meeting were approved and signed by the Chairman.

142/24 **To receive the Parish Clerk's Report.** Resolved to receive and note the Parish Clerk's report (forwarded to the councillors before the meeting). The clerk highlighted the request to check their gov.uk email addresses instead of personal email addresses. Cllr McElroy was thanked for her assistance in setting up councillor accounts.

The Chairman handed the meeting to Cllr P Brown, Deputy Chairman of the Planning and Development Control Committee.

143/24 **To consider and agreed a response to planning applications received.**

- a. [P1278/24/FUL | Variation of condition 02 \(approved plans\) of planning permission P1330/23/FUL to allow installation of first floor window, covered porch at front and rear, and removal of x1 rooflight. | Woolaston Methodist Church Woolaston Common Woolaston Gloucestershire GL15 6NT \(fdean.gov.uk\)](#)
Council supported the above application

Action: Clerk to respond to FODDC Planning

144/24 **To note Planning decisions taken by FODDC in September 2024.**

- a. [P1066/24/PQ3PA | Prior approval for the conversion of an existing rural building to one residential dwelling \(C3\) and associated building operations reasonably necessary for the conversion | Eastwood Lodge Farm Parkhill Woolaston Gloucestershire GL15 6PT \(fdean.gov.uk\)](#) – Prior approval refused 25.10.24
Council noted the above planning decision

145/24 **To note/discuss Planning Correspondence/Other issues.**

- a. P0294/24/FUL - Notification of the FODDC development and control committee meeting will consider P0298/24/FUL – extension of an existing anaerobic digestion plant and associated infrastructure at Plusterwine House.
Council noted that the FODDC planning meeting to discuss the above, was complex and in-depth. The application was granted with 12 conditions which included transport times, soft landscaping, no additional external lighting, with monitoring and validation of their compliance. DCllr Lane commented that it was often difficult to always relate resident complaints specifically to the anaerobic digestion plant.

Cllr P Brown handed the meeting back to the Chairman

146/24 **To Consider the following standing matters.**

a. Policing Issues

i. Resolved to note that crime statistics can be accessed by the following link ([Lydney | Police.uk](https://www.lydney.police.uk) (www.police.uk)). The Clerk had contacted the PCSO to request an update of the issue of domestic violence, however she is still waiting for a response.

Action: Clerk to contact PCSO

ii. Neighbourhood Watch AGM. Cllr Brown attended the AGM on 10.10.24 and reported that there is a concern regarding the turnover of police and staff resulting in a lack of stability – many police forces have vacancies. He also reported that scams are on the increase causing concern. Cllr Brown is adding any information received on the community Facebook page.

b. Highways and Footpaths issues

i. FWO 21/27 was discussed at 140/24 above.

ii. Cllr McElroy reported that she reported an overgrown kissing gate to Gloucestershire County Council "Fix my streets". It was acknowledged quickly and is now fixed.

c. Maintenance.

i. Cllr McElroy has attended to the overgrown vegetation on one of the bus shelters and cut back the ivy. There is a loose brick at the top corner which requires cement - the clerk will issue to the Risk Assessment. There was also a lot of rubbish – she suggested a litter bin be fixed to the shelter. She will check the other two shelters and continue to cut back when weather permits. The Vice Chairman proposed a vote of thanks to Cllr McElroy and her daughter Amy for clearing the bus shelter.

Action: Cllr McElroy to continue to cut back vegetation

Action: Clerk to contact FODDC for an additional litter bin and to update Risk assessment

ii. Council resolved to accept FODDC new Street Cleaning Service Level Agreement (SLA) for litter picking in the parish. The Chairman and Clerk signed, witnessed by the Vice Chairman.

Action: Clerk to return signed SLA to FODDC

d. Closed Churchyard and Cemetery. P Blatchly has now completed the work to level the cemetery and secure headstones and will forward the invoice to the clerk. The chairman reported that a tabletop tomb is coming apart in the churchyard will need to be monitored.

Action: Clerk to add to the Risk Assessment

147/24 **Financial Matters.**

Financial documents had been circulated to councillors before the meeting

a. Resolved to approve the monthly financial report as at 31 October 24.

b. Resolved to approve the payment of accounts for November 2024 and noted receipts and payments since the last meeting.

c. The draft budget for 2025/2026 was discussed – approximately a 30% increase in the precept is proposed. The increase is necessary to meet the proposed expenditure for the next financial year as the precept is the main (and only guaranteed) source of income. Councillors are concerned about the resulting increase in residents' council tax payments if 30% is agreed and were asked to consider where cuts in the proposed budget could be made bearing in mind resident complaints when services are not provided. This will be discussed at the next meeting, when the budget and precept request will be decided. The Chairman advised that councillors should also be mindful that the total amount may not be approved by FODDC.

Action: All Councillors to investigate suggestions for reductions in budget

d. Council agreed that the Clerk meet with the Cemetery Working Group to discuss legal requirements regarding Cemetery Management before the next council meeting. She is to investigate the benefits of joining ICCM and attending their training course. It was noted that any legal requirements not being met should be added to the risk assessment as none have been notified to date.

Action: Clerk to investigate benefits of ICCM membership and Cemetery training course

e. Resolved to note the NJC notification of the LGS pay agreement for the clerk, backdated to 1 Apr 24.

f. Following discussion, Council resolved to remain with Lloyds Bank, noting that the account will change from a Treasurer's account to a Community Account and that there will be an Account Maintenance fee of £4.25 per calendar month for the Parish Council bank account with effect from 14 January 2025. The

account details will remain the same and the first 100 electronic payments (including direct debits, standing orders and faster payments) will be free of charge.

148/24 **Correspondence.**

a. NALC Consultation - Enabling remote attendance and proxy voting at local authority meetings. The council discussed the merits of remote attendance for those with families, or people with a disability. The Chairman proposed that the council respond as a whole and asked that councillors forward any comments and concerns to her to be discussed at the next meeting on 12 Dec.24.

Action: All councillors to forward comments to the Chairman

b. Council noted that the registration documents from the Land Registry for the land at Birchwood Road/Woolaston Common have been received.

149/24 **To consider Other Matters.**

a. VE day 80 – Thu 8 May 2025. The national guidance is that VE day is celebrated on 8 May 2025 with a lighting ceremony and parties throughout the day. The council considered either just a low key lighting event on 8 May 25, or to also hold a get together on Saturday 10 May 25. The celebrations will be discussed further at the next meeting.

b. Warm Space Facility. The Chairman reported that due to availability of volunteers the lunches will start up as monthly. As the Warm Space grant is £200, and the parish council is unable to bid, it is not feasible to set up a separate committee and bank account. The group will source funding elsewhere.

Action: Chairman to report to council with outcome of committee meeting

c. Planting of daffodil bulbs to spell "Woolaston". Cllr H Greenslade has planted the bulbs.

d. Annual Christmas Tree. Resolved to approve purchase of a Christmas tree for the parish and to provide donations of £10 each for residents lighting expenses.

Action: Clerk to order tree to be erected on 30.11.24

Action: Cllrs to note their diaries for erection of Christmas lights on 30.11.24

e. Registration of the Grass Keep opposite the Rising Sun. The land does not appear to be registered. Council resolved to approve the Clerk to spend the funds to check the land registry records.

Action: Clerk to investigate registration of Grass Keep

150/24 **To note risk register and consider changes and/or amendments.**

The sign for the tyre rope swing has now been sited. The loose brick on the bus stop is to be recorded.

Action: Clerk to update Risk Assessment

151/24 **To receive councillors' local reports and note matters for the agenda for the next meeting.**

a. Cllr McElroy reported that the internal control checks for quarter ending 30 September 2024 was complete – there were two invoices for signature, which were signed by the Chairman.

b. Items for the next meeting were noted

- Casual Vacancy
- Enabling Remote attendance and proxy voting at meetings
- VE Day 80
- Warm Space Facility

152/24 **Date of next meeting**

The next Parish Council meeting will be held at 8pm on Thursday 12 December 2024.

The Chairman closed the meeting at 2115.

Signed Date: