

# Woolaston Parish Council

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 10 SEPTEMBER 2025 at 8 PM AT WOOLASTON MEMORIAL HALL

Present: Cllr T Riches Chairman, Cllr R Rowlands, Cllr P Brown, Cllr J McElroy

In Attendance: County Councillor C McFarling and District Councillor A Birch

### 25/113 To receive Apologies for Absence.

Cllr M Fairless, Cllr M Greenslade, Cllr H Greenslade, Parish Clerk G Orchard Preece

### 25/114 Declarations of Interest

To receive the Councillors' Declarations of Interest in respect of matters contained in this agenda.

Nil

### 25/115. Public Open Forum

No members of the public present.

### 25/116 To receive the reports from the County and District Councillor.

The report was noted and there were no questions. Cllr McFarling gave verbal feedback from the Council meeting of that day. Proceedings can be viewed online.

Cllr A Birch also gave feedback from the latest meeting and informed PC that the Planning team can come and talk about the planning process latest updates. PC agreed that would be helpful.

### 25/117 To approve the minutes of the Parish Council meeting held on Thursday 10 July 2025.

These were agreed as correct and PC agreed that the Chairman will sign off with the Parish Clerk before the next meeting.

### 25/118 To receive Parish Clerk's report.

Clerks report noted and Cllrs agreed that it was informative and useful as usual.

*Cllr P Brown then took the Chair for Planning discussions.*

### 25/119 Planning applications

- a. CONSULTATION Proposed Diversion of WOOLASTON Footpath No FWO104 Part (at Netherend Farm) – Informal consultation June 2024. Approved **Action: Clerk**

### 25/120 To discuss any urgent applications received since publication of agenda

- a. P1043/25/DIS - Late application for discharge of conditions relating to Netherend Farm development – approved. **Action: Clerk**

### 25/121 To note planning applications received, and responses sent since last meeting.

- a. [P0860/25/LBC | Listed building consent to strip roof, replace defective rafters, insulate between rafters, plaster water damaged ceilings, felt and batter replaced, form new box gutter behind chimney and finish in C5 lead, replace cement slates with natural slate-Canadian, replace gutter and downpipes, replace windows, remove cement render make good substrate, lime render external elevations | Burnt House Main Road Woolaston Lydney Gloucestershire GL15 6PJ](#) – no objections (submitted 4.8.25)
- b. [P0816/25/DISCON | Discharge of Condition 3 \(dimensions of flue\) relating to planning permission P0406/23/LBC | Land Parcel To The North Of The Old Rectory Gumstalls Woolaston Gloucestershire GL15 6PR](#) – no objections (submitted 29.7.25)
- c. [P0678/25/FUL | Erection of a single storey front extension and alterations to provide living and bed space to allow independent living on ground floor | 42 Severn View Road Woolaston Lydney](#)

[Gloucestershire GL15 6NP](#) – Not supported. The proposed extension projects forward of the existing building line. The side facing window, if installed as proposed would directly overlook the front of neighbouring properties, impacting their privacy (submitted 20 Aug 2025).

All noted. DCllr Birch has been approached by the resident for the application of P0678/25/FUL. She was questioning the reasons for the refusal. Cllr Birch was given clarification of the objections from PC in relation to the placing of the windows, and he is going to liaise directly with the applicant.

#### **25/122 To note planning decisions taken by FODDC in July and August 2025**

- a. P0548/25/LBC|Listed building consent for removal of external concrete render and re render with lime|Burnt House Main Road Woolaston (**Granted permission 18.7.25**)
- b. P0357/25/FUL|Siting of Shepards hut for the purposes of agricultural storage of bee keeping equipment (retrospective)|Mill Field Off Parkhill Woolaston (**Refused 14.7.25**)
- c. P0156/25/FUL|Erection of a proposed workshop and store with associated works. Hill Farm Cottage Woolaston Woodside (**Granted permission 29.7.25**)
- d. P0817/25/DISCON|Discharge of Condition 6 (dimensions of the flue) relating to planning permission P0405/23/FUL Land Parcel To The North Of The Old Rectory Gumstalls Woolaston, (**Granted permission 15 Aug 2025**)
- e. P0816/25/DISCON|Discharge of Condition 3 (dimensions of flue) relating to planning permission P0406/23/LB (**Granted permission 15 Aug 25**)
- f. P0595/25/FUL|Erection of poly tunnel, machinery store and welfare container. (Retrospective), Land At (E) 358751 (N) 201095 Woolaston Common Woolaston (**Granted permission 20 Aug 2025**)

All noted. Cllr Brown highlighted that P0357/25/FUL had been refused and that the PC had also not approved this application.

#### **25/123 To note and discuss planning correspondence / other issues**

Items a and b were discussed together. Cllrs noted that there had been no update from Severn Trent re the pumping station. It was also noted that there was still no agreement on a meeting date. Dates and times had been offered by the agencies and Severn Trent had asked to be notified when a date was confirmed. However, the clerk had received a letter from Station Road residents saying that they were unable to attend meetings on the proposed dates and has requested a later date in October. The Parish Clerk is trying to find another date, but this is proving challenging. CCllr McFarling requested reference numbers for the concerns raised to Severn Trent by the PC. He recalled some of the issues and has agreed to help relook into some of the concerns and response by the agencies if we can provide the detail.

District Councillor Birch would like more details of the sewage issues, and he will also assist in pursuing the complaints about the treatment of sewage and the inadequacy of the pumping station.

**Action: Clerk to forward reference numbers and details to CCllr & DCllrs**

*The Chairman resumed the Chair of the PC meeting*

#### **25/124 To consider the following matters:**

- a. Policing Issues
  - i. Noted the incidence on the website.
  - ii. Cllr Brown also informed the meeting that the PCSO had visited the village and had completed a walkaround with Cllr Brown. She intends to attend the next Farmers' Market. She had said that the crime rates remain low.
- b. Highways and footpath issues
  - i. The PROW report was noted. Cllrs McElroy and Brown had noted overgrown footpath in the alleyway between Ash Way and the field. This had been reported but did not fall under the remit of fix my street. Cllr Brown and Cllr McElroy have suggested having a regular working party to meet twice a month consisting of Cllrs and residents to undertake minor maintenance works. The Chairman suggested that this should be discussed with more detail at the next meeting with a decision to be taken at the next meeting.
  - ii. Temporary road closure (from A48 – Severn View Road) on 27-29 Oct 2025 was noted.

c. Maintenance

i. Cutting of Community Orchard. The Parish Clerk had received correspondence from a parishioner who was very concerned that the grass around the fruit trees had not been cut. Cllrs noted that some of them had regularly visited the orchard and could access the trees and had observed people picking fruit. It was reiterated that Council had agreed not to cut the grass once the Young Farmers had notified PC that they would not undertake the cutting this year and it had been agreed to leave the grass to encourage pollination. It was agreed that the community orchard grass would be discussed at the next round of tendering for grass cutting.

ii. Tree Maintenance / Management (in relation to Tyre rope swing insurance status). PC agreed that the Parish Clerk should approach Trunk Arb as per her report to deal with the trees on the land at the junction of Birchwood and The Common. **Action: Clerk**

b. Cemetery and Churchyard. Chairman is still to confirm quotation for the levelling of the two partially sunken graves and to rewrite the cemetery rules. This will be available for the next meeting.

## 25/125 Financial matters

a. To receive the Financial Report.

i. Council approved the Bank Reconciliation as at 31 Aug 2025 and noted the balance of accounts (Community account - £364.32 / Deposit account - £15,722.76).

ii. Council approved the payment of accounts for Sep 2025 and noted receipts and payments since the last meeting as per the financial report.

iii. Council noted the virement of £500 on 11 Aug 2025 from the deposit (Reserves) account to the current account to ensure sufficient funds for the payment of invoices.

b. The receipt of £1000 pounds for runner up at GRCC village of the year was noted. The Chairman once again thanked Cllrs and parishioners who had participated in the in depth process which led to Woolaston being voted a runner up in the Inclusivity category. It was agreed to discuss the award in detail at the next meeting.

c. The completion of the internal controls checks and quarterly bank reconciliation as at 30 Jun 2025 by Cllr McElroy was noted and approved. Cllr McElroy will sign them with Parish Clerk before the next meeting. **Action: Clerk/Cllr McElroy**

d. The Clerk's annual salary increase with effect from 1 Apr 2025 in accordance with the national pay award was noted

## 25/126 Correspondence

a. Ash dieback replanting scheme. It was agreed that the parish Clerk should apply for the tree whips despite the deadline expiry and that these whips should be used to replace removed trees in the churchyard. **Action: Clerk**

b. To consider an expansion of the Mary Smart and Margaret Cleyton Charity. To be deferred to next meeting

c. To consider request from Gloucestershire's Read With Me Charity for donation and support. It was agreed that the scheme should be promoted on the village facebook page and the PC Facebook page, but the matter of a donation should be discussed at the next meeting. **Action: Clerk**

## 25/127 To discuss other matters

a. Report on VJ day 80. It was noted that only 9 people were in attendance but that those who had attended the event and subsequent refreshments at the Memorial Hall were pleased that the village had held a commemoration event.

b. To note the results of the GRCC Gloucestershire Village of the Year 2025. It was noted that there had been positive feedback to this result on the village Facebook page. Cllr McElroy feedback that an estate agent was using this result in promotional material. The result had created a feelgood factor within Parish Council too.

c. Attendance on FOD Parish and Town Council Partnership Workshops. It was noted that Cllr Brown and Cllr Riches had already booked their attendance.

d. Access for Councillors on GAPTC portal. Deferred to next meeting

e. Woolaston Warmers. The Chairman reported that a working group would be arranged for October to include parishioners as per last year to look at how to increase attendance with the intention to recommence in November. **Action: Chairman**

**25/128 Risk Assessment**

There were no amendments or changes

**25/129 To receive any Councillors reports**

- a. Cllr Brown had attended the meeting hosted by Tidenham PC about the proposed devolution process. He stated that despite the current lack of clarity there was an overall desire for PCs to work collaboratively through the process.
- b. Other items flagged for next meeting as highlighted in the minutes.

25/130 The Chairman thanked everyone for their attendance and noted the date of the next Parish Council meeting as Thursday 9 October 2025, at 8pm.