Woolaston Parish Council

Public Notice is given of the Meeting of Woolaston Parish Council to be held on Thursday 12 November 2026 in Woolaston Memorial Hall, GL15 6SU at 8pm.

Members of the public and press are invited and encouraged to attend the meeting unless specifically excluded due to the confidential nature of the business.

To all members of Woolaston Parish Council
Councillors are hereby summoned to attend the Meeting of Woolaston Parish Council to be held at 8 pm on Thursday 12 November 2026, in Woolaston Memorial Hall, when the following business will be transacted.

G A Orchard Preece
Mrs Gillian Orchard Preece MA CiLCA
Clerk to the Parish Council
Telephone: 07958 308332 / Email: clerk@woolastonparishcouncil.gov.uk

6 November 2026

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Biodiversity, Equal Opportunities, Crime and Disorder, Health and Safety and Human Rights

AGENDA

1. To receive apologies for absence.

2. Declarations of interest. To receive the Councillors' Declarations of Interest and requests for dispensations in respect of matters contained in this agenda.

3. To approve the minutes of the Parish Council Meeting held on Thursday 8 October 2026 *(circulated to members before the meeting).*

4. To receive and consider questions from the Public at the Public Open Forum. (*These can be answered but not debated. No decisions will be made on issues raised; items requiring decisions will be added to the agenda for the next meeting).*

5. To receive the written reports from the County and District Councillors who may attend the meeting.

6. To receive the Parish Clerk's report. (*All items requiring the council to make a decision are specified separately on the Agenda)*

7. To note planning applications received, and responses sent under delegated powers since the last meeting.
   a. P1157/26/LD1 | Application under section 191 to establish whether the occupation of the property as a dwellinghouse (Use Class C3) by persons who do not comply with the agricultural occupancy condition attached to planning permission reference F.5279, dated 12 February 1965 is lawful | 45 Woolaston Grange Woolaston Lydney Gloucestershire GL15 6PP

8. To consider and agree a response to planning applications received.
   a. P0796/26/FUL | Erection of a dwelling and alterations to the existing dwelling including erection of a single storey extension and demolition of the chimney and existing rear conservatory. Creation of associated parking and amenity spaces for both dwellings. Construction of new vehicular access. Demolition of the existing stone barn outbuilding. | The Roses Severn View Road Woolaston Lydney Gloucestershire GL15 6NP

   b.P1325/26/AG | Prior notification for the erection of agricultural storage tank | Plusterwine House Station Road Woolaston Lydney Gloucestershire GL15 6PN

9. To discuss any urgent planning applications received since the publication of the agenda.
   FODDC validated planning applications to date Nov 2026

10. To note and/or discuss planning correspondence / other planning issues.
    a. Review of resident concerns re Plusterwine AD and potential actions for the parish council.

11. To consider the following matters:
    a. Policing Issues.
       i. To note police crime statistics, which can be accessed via the national police.uk link Lydney | Police.uk

b. Highways and Footpaths Issues – *To note actions of reported defects/new defects.*
   i. Uneven footpath at Birchwood Rd/Ring Fence
c. Maintenance. *To consider any maintenance issues received*
   i. Annual review of Grass Cutting Contract
   ii. To receive update on Parish Maintenance volunteer group
   iii. To receive update on Community Orchard volunteer working group
   iv. To consider a report regarding emptying Dog waste bins and future provision of dog and litter bins in the parish.
d. Churchyard and Cemetery – *To receive a report from the Cemetery Working Group*
   i. To receive update on Grass cutting/maintenance in Closed Churchyard.
   ii. To receive update regarding 12 month rule for reinstatement of headstones following re-opening.
e. Review of Governance Documents
   i. Review of Health and Safety Policy
   ii. Review of Document Retention Policy

12. To consider the following financial matters (documents circulated before the meeting).
   a. Financial Report. To receive the Financial Report
      i. To approve Bank Reconciliation and note balance of accounts as at 31 October 2026 (Current account - £2,259.29 / Deposit account - £29,356.04).
      ii. To approve the payment of accounts for Nov 2026 in accordance with the Financial Report and note receipts and payments since the last meeting, including payments made under delegated authority.
   b. To note transfer of £4,000 from Deposit account to Current account on to ensure sufficient funds for payments due in November.
   c. Internal Controls. To note completion of internal control check by Cllr J McElroy for quarter ending 30 Sep 2026.

13. To note Correspondence received and sent and agree response as appropriate (8 October – 11 November 2026). *A list of correspondence has been circulated to councillors before the meeting. The following items have been highlighted for discussion/resolution.*
   a. To note correspondence from GALC regarding change of staff and services.
   b. To note request to complete Biosphere Town and Parish Council consultation survey (response required by 30.11.2026).

14. To consider / discuss other matters:

   a. To formally sign the Armed Forces Covenant following the Council's approval of the pledges.
   b. To discuss and consider a thank you event for parish volunteers

15. To review Risk Assessment as at 31 October 2026 and note any changes, amendments or updates.

16. To receive any councillors reports and to note any items or issues to add to the next meeting.

DUE TO THE CONFIDENTIAL NATURE OF ITEM 18, MEMBERS OF THE PUBLIC AND PRESS WILL BE EXCLUDED FROM THE MEETING UNDER THE PUBLIC BODIES (ADMISSIONS TO MEETINGS ACT) 1960 S1 SUB SECTION 2

17. Confidential session – Review of Clerk contracted working hours.

18. Budget and Precept Preparation for financial year for 2027/2028
   a. To consider the draft budget and to identify any potential budget adjustments
   b. To review the level of financial reserves and note availability when considering the precept.

19. To note the date of the next Parish Council Meeting – Thursday 10 December 2026 at 8 pm.