
Woolaston Parish Council

Public Notice is given of the Meeting of Woolaston Parish Council to be held on Thursday 8 October 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 8 October 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

2 October 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 10 September 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 consider and agree a response to planning applications received.
8. To discuss any urgent planning applications received since the publication of the agenda.
[FODDC validated planning applications to date Oct 2026](#)
9. To note Planning Decisions taken by Forest of Dean District Council (FODDC) in September 2026
 - a. [P0887/26/FUL | Erection of a single storey rear extension, new dormer window to front elevation, new pitched roofs to dormer windows on rear elevation and erection of Garage/Workshop | Conefields Spout Hill](#) – Consent 28.9.26
 - b. [P0930/26/FUL | Erection of single storey side extension to storage building to provide additional storage, creation of extended driveway and associated works. | Funeral Directors Highcroft House Station Road](#) - Consent 28.9.26
 - c. [P1215/25/FUL | Change of use from agricultural land to additional residential curtilage, the creation of a new access, hardstanding parking area and extensions to boundary walls. | Plusterwine House Station Road](#) – withdrawn
 - d. [P1507/25/FUL | Proposed new access and construction of agricultural track | Plusterwine House](#) – Withdrawn
10. To note and/or discuss planning correspondence / other planning issues.
 - a. To note comments/correspondence relating to Plusterwine AD
 - i. To note that all original conditions have been met for [Planning Application P1764/20/FUL](#)
 - ii. To note action taken by the Environment Agency / FODDC following Station Road residents' incident reports.
 - b. To note the FODDC Development Management Committee meeting at the FODDC Offices, Coleford at 2.00 pm on Tuesday 13 October 2026 to consider Change of use of land to tourism and siting of 2 holiday accommodation units, improved vehicular access, parking area with associated works at Land West Of Hill Farm Cottage, Woodside Woolaston
11. To consider the following matters:
 - a. Policing Issues.

- i. To note police crime statistics (NB the national police.uk link [Lydney | Police.uk](https://www.lydney.police.uk) is still out of action).
 - 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. To consider quote from TrunkArb for 3 /6 month tree survey action, and decide on actions required.
 - ii. Annual review of Grass Cutting Contract
 - iii. To receive update on Parish Maintenance volunteer group
 - iv. To receive update on Community Orchard volunteer working party.
 - d. Churchyard and Cemetery – *To receive a report from the Cemetery Working Group*
 - i. To receive update on Grass cutting/maintenance in Closed Churchyard.
 - e. Review of Governance Documents
 - i. Review of Disciplinary and Grievance procedures
 - ii. Review of General Data Protection Regulations 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 30 September 2026 (Current account - £4601.70/ Deposit account - £29,346.69).
 - ii. To approve the payment of accounts for Oct 2026 in accordance with the Financial Report and note receipts (including receipt of second Precept payment of £15,170) and payments since the last meeting, including payments made under delegated authority.
 - b. To note transfer of £11,000 from Deposit account to Current account on 28 Sep 2026. to take advantage of potential interest to be earned in the deposit account.
 - c. Budget Monitoring. To review the budget vs Spend as per the Budget Monitoring Statement and Summary of Receipts and Payments for quarter ending 30 Sep 2026.
 - d. To note balance of the Financial Reserves as at 30 Sep 2026.
13. External Audit. To consider the External Audit report for 2025/2026.
- a. To note that the External Auditor, 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. To note the audited Annual Governance and Accountability Return (AGAR) and Notice of Conclusion of Audit have been added to the website as required.
14. To note Correspondence received and sent and agree response as appropriate (10 Sep – 7 October 2026). *A list of correspondence has been circulated to councillors before the meeting.*
- a. To discuss support for Matt Bishop MP's feasibility study into a train station at Elton Corner.
 - b. To note dates for the Parish and Town Council Cluster meetings.
 - c. To consider request from the Salvation Army for a donation.
15. To consider /discuss other matters:
- a. Woolaston Friendship Group – update.
 - b. To review the draft pledges for Woolaston Parish council's use for the Armed Forces Covenant and to confirm agreement to sign and register Woolaston Parish Council's commitment.
 - c. Purchase of Remembrance Day Wreath
 - d. Purchase of Parish Christmas tree
16. To review Risk Assessment as at 30 September 2026 and note any changes, amendments or updates.
17. To receive any councillors reports and to note any items or issues to add to the next meeting.
- a. To receive feedback on Biosphere Engagement meeting.
18. To note the date of the next Parish Council Meeting – Thursday 12 November 2026 at 8 pm.