
Woolaston Parish Council

Public Notice is given of the Meeting of Woolaston Parish Council to be held on Thursday 10 September 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 10 September 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

4 September 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. To note the co-option of Cllr Wright (as resolved at the meeting on 9 July 2026) and welcome him to the parish council.
3. Declarations of interest. To receive the Councillors' Declarations of Interest in respect of matters contained in this agenda.
4. To approve the minutes of the Parish Council Meeting held on Thursday 9 July 2026 (*circulated to members before the meeting*).
5. 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*).
6. To receive the written reports from the County and District Councillors who may attend the meeting.
7. To receive the Parish Clerk's report. (*All items requiring the council to make a decision are specified separately on the Agenda*)
8. To note planning applications received, and responses sent under delegated powers since the last meeting.
 - a. [P0769/26/FUL | Alterations to the rear lean-to of Middleton Hall](#) - **supported**
 - b. [P0787/26/PQ3PA | Prior notification for the change of use and conversion of an existing rural building to one residential dwelling and building operations reasonably necessary for the conversion](#) - **Not supported**
 - c. [P0828/26/FUL | Change of use of land to tourism and siting of 2 holiday accommodation units, improved vehicular access, parking area with associated works](#) - **Not supported**
 - d. [P0870/26/AG | Prior notification for the erection of agricultural storage barn. Ashwell Grange](#) - **No objections**
 - e. [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. The Roses Severn View Road](#) - **Not supported**
 - f. [P0868/26/FUL | Replacement and raising of existing roof by 675mm with addition of rear pitched roof dormers to facilitate a loft conversion to provide additional bedrooms. Erection of a single storey rear extension with roof terrace above, and associated works. | Keynsham Farm](#) - **No objections**
 - g. [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](#) - **No objections**
 - h. **Notification of appeal** - New House, Woolaston - 6012389 & 6012390 – PC agreed to ask FODDC to suspend enforcement action until planning application resolved.
9. To consider and agree a response to planning applications received.
 - a. [P0894/26/FUL | Erection of detached garage, retaining wall, hardstanding and change of use of land to residential \(part retrospective\) | New House Woolaston Common Woolaston Lydney GL15 6NU](#) - extn approved 12.9.26

- 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 Woolaston GL15 6PN](#) - extn approved 16.9.26
10. To discuss any urgent planning applications received since the publication of the agenda.
[FODDC validated planning applications to date Sep 2026](#)
11. To note Planning Decisions taken by FODDC in July and August 2026
- Appeal Ref: 6005801 - Swan House Tea Room, Cone Valley, Woolaston, Lydney GL15 6AD (Application P1500/25/PIP) Appeal dismissed 20 Jul 2026.
 - P0870/26/AG Prior notification for the erection of agricultural storage barn – Not required
 - P0769/26/FUL Alterations to the rear lean-to of Middleton Hall in order to facilitate the practical use of the first-floor accommodation and heritage enhancements – Granted permission
 - P0519/26/DISCON Discharge of condition 13b (completion report) and 13c (completion report certificate) for Plots 1 - 7 and Plots 16 – 24 and open space relating to outline permission P1995/18/OUT (revised description) – Granted Permission.
12. To note and/or discuss planning correspondence / other planning issues.
- To note comments/correspondence relating to Plusterwine AD
 - To note whether original conditions have been met for [Planning Application P1764/20/FUL](#)
 - To note action taken following Station Road residents' incident reports.
 - To note update in relation to Swains Field pumping station.
13. To consider the following matters:
- Policing Issues.
 - To note police crime statistics (NB the national police.uk link [Lydney | Police.uk](#) is still out of action).
 - Highways and Footpaths Issues – *To note actions of reported defects/new defects.*
 - Uneven footpath at Birchwood Rd/Ring Fence (see email from PROW officer)
 - Maintenance. *To consider any maintenance issues received*
 - To discuss tree survey carried out by TrunkArb on 11 July 2026 and decide on actions required.
 - To receive update on Parish Maintenance volunteer group (including replacement of broken dog bins – Birchwood Road and Playing Field).
 - To receive update on Community Orchard volunteer working party.
 - Churchyard and Cemetery – *To receive a report from the Cemetery Working Group*
 - To received update on Grass cutting/maintenance in Closed Churchyard.
 - To consider further update of Cemetery Rules (clarification of 12 month rule for re-fixing memorials following a re-opening).
14. To consider the following financial matters (documents circulated before the meeting).
- Financial Report. To receive the Financial Report
 - To approve Bank Reconciliation and note balance of accounts as at 31 August 2026 (Current account - £611.90 / Deposit account - £21,837.67).
 - To approve the payment of accounts for Sep 2026 in accordance with the Financial Report and note receipts and payments since the last meeting, including payments made under delegated authority
 - To note transfer of £4,000 from Deposit account to Current account to cover scheduled monthly payments in August and September 2026.
 - To note completion of Internal Control Checks and quarterly bank reconciliation for quarter Apr – Jun 2026.
 - To note a re-declaration of pensions compliance was made to The Pensions Regulator under the Pensions Act 2008 on 29 May 2026 (Re-declaration is required every three years).
 - Insurance. To consider renewal of insurance through Community First, including admin fee and Insurance Premium Tax. This premium includes legal expenses cover.
 - To note Clerk salary increase with effect from 1 April 2026 in accordance with national pay award.
15. To note Correspondence received and sent and agree response as appropriate (10 July – 9 Sep 26). *A list of correspondence has been circulated to councillors before the meeting.*
- To note Biosphere Engagement meeting 7pm on 17.9.26 in Woolaston Memorial Hall.
 - To note invitation to councillors to attend Commoners Association public meeting at 7pm on 12.9.26 – Littledean Community Centre.
 - To note FODDC's Climate change People's Emergency Briefing Video Event – 5.45pm from 6pm on Wed 7 Oct 2026 at FODDC Council chambers.
 - To consider signing the Armed Forces Covenant and registering Woolaston parish council's commitment.

16. To consider /discuss other matters:
 - a. Woolaston Friendship Group – update.
 - b. To note continuation of 364-day Grazing licence by D Haines & Z Guest with effect from 1 July 2026.
 - c. To consider and note the report from the Smart and Clayton Charity Trustees regarding expansion of the charity.
17. To review Risk Assessment as at 31 August 2026 and note any changes, amendments or updates.
18. To receive any councillors reports and to note any items or issues to add to the next meeting.
19. To note the date of the next Parish Council Meeting – Thursday 8 October 2026 at 8 pm.