

Woodchester



Parish Council

Woodchester Parish Council

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Parish Council Meeting - Minutes

Recorded by: Mandy Rossiter - Clerk

Date: Thursday 7th November 2024

Meeting Commenced: 19:30

Meeting ended: 21:30

Present:

Parish Councillors:	Peter Lead Katharine McNealey Paul Baynham-Honri Nathan Potter
District Councillors:	
County Councillor:	Steve Robinson
Clerk:	Mandy Rossiter
Other:	One of public

Items:

- November2024/01** To receive and accept any apologies for absence
Apologies were accepted from Councillor Noon and Councillor Evans. Councillor Canning was unable to attend
- November2024/02** To invite and receive any declarations of interest
There were none
- November2024/03** To offer an open forum to members of the public for discussions and questions
There were no comments from the member of public
- November2024/04** To agree accuracy of minutes taken at the last full council meeting
The minutes for September's full council meeting and Extraordinary Meeting of the council held to discuss Planning reference S.24/1504/FUL re Field Barn Off Selsley Road Stroud Gloucestershire GL5 5PT were approved.

Initials.....

November2024/05 To receive an update on actions from previous meetings and agree next steps
A summary of activities since the last PC meeting was provided.
It was noted that the delay with a decision on planning reference S.24/1504/FUL (Field Barn Off Selsley Road) was due to biodiversity planning law.

Councillor McNealey noted that she had spoken to the estates manager at Woodchester House regarding the informal proposals to make the footpath across the land more accessible. He had indicated that the Landowner might not be supportive of these proposals.

November2024/06 To receive reports:
a) District Councillor
Councillor McNealey summarised the report in Councillor Canning’s absence. She also reported that she and Councillor Canning had met with senior officers from Stroud District Council to discuss a number of issues. They had requested a briefing on the Rooksmoor development, and on the failure of Gigaclear to complete planned work in South Woodchester.

Action: Councillor McNealey to draft a letter to SDC re North end of Rooksmoor Mills development and concerns re on-site waste and possible run off.

b) County Councillor
Councillor Robinson summarised his report and highlighted the following additional matters:

Noted person sleeping rough in the tunnel of the cycle track. Has been raised with police and SDC. (has now moved on)

PC noted their thanks to Councillor Robinson for requesting the additional strim along the cycle path.

Action: Clerk to ask Paul Helbrow to have yellow hatch lines removed from outside of St Dominic’s School

Action: Councillor Robinson to raise concerns of rough sleeping to StreetLink

c) Clerk
The clerk provided a summary of actions and correspondence

Action: Clerk to ask Highways manager to consider adding “H markings” to junction of Convent Lane and Frogmarsh Road, as well as Atcombe Road

November2024/07 To discuss village internet infrastructure and agree any actions
PC discussed the lack of high speed fibre infrastructure in parts of the Parish, and the cessation of the Gigaclear rollout.

Action: Councillor McNealey to send article for inclusion in Woodchester Ward and to write to Kathy O’Leary at Stroud District Council as requested, to forward on to MP Simon Opher.

Initials.....

November2024/08 To consider and agree comments on the following Planning Applications, Enforcements and Appeals:
a) **S.24/1620/HHOLD** |Erection of a single storey rear extension. |The Glen Rooksmoor Hill Woodchester Stroud Gloucestershire GL5 5NB
The PC resolved to make no comment although had given informal advice to a neighbouring householder.

The PC also noted planning application references S.24/1940/HHOLD
And S.24/1820/HHOLD, but raised no comments

November2024/09 To note receipt of planning decision report from clerk
Report was noted

November2024/10 To discuss ongoing PC matters and agree any actions:
a) Road Safety
Following the theft of the VAS batteries, it was agreed that the PC will purchase replacements

Action: Clerk to reorder battery

Action: Clerk to arrange for signage to be put in place warning that the property is protected by SmartWater

b) Village Maintenance
The PC discussed the maintenance needs and responses to tender application.

It was agreed that a new contract will be put in place from April 2025 and that any ad-hoc maintenance work prior to that would be instructed on an hourly rate basis.

Action: Clerk to discuss decisions with relevant contractors

A discussion took place regarding the blocked drainage issues in the village.

Action: Councillor Baynham-Honri to report drains at Station Road and Frogmarsh via FixMyStreet

Action: Councillor Baynham-Honri to compile a list of drains that require regular maintenance and share with PC

c) Footpaths and Accessibility
Item deferred in absence of Councillor Noon

d) Parish Council Communications
Clerk noted that new gov.uk domain had been set up. It was agreed that the PC would run two domains whilst the new website was under construction. PC will have an informal meeting to learn how to use the new system.

Action: Clerk to send poll on dates for meeting to review new communication system

Action: Clerk to renew current domain

November 2024/11 To consider and agree Grant Applications to Woodchester Parish Council
The Parish Council agreed to support the Church's Christmas Carol event by paying for the Nailsworth Silver band.

Initials.....

November2024/12	To review and agree the following Parish Council Documents: a) Code of Conduct The PC agreed to adopt GAPTC model document b) Planning Policy The PC agreed to adopt the policy subject to the discussed amendments c) Business Continuity The PC approved the draft document and agreed to adopt d) Finance Regulations The PC agreed to adopt NALC model document with proposed adaptations to make the policy more relevant to Woodchester PC
November2024/13	To consider and agree or note the following Finance Matters a) Payments on the November Payment Schedule The following payments were approved: SLCC Membership Fees - £188 Clerk's Salary, A Rossiter HMRC PAYE Payments for Royal British Legion, Remembrance Day Wreaths - £82.50 Maintenance Contract Fees - £810 Woodchester Village Hall Room Hire Fees - £28 T W Hawkins, Grass Cutting Contract Fees - £378 Pre approval for Q3 payment of Maintenance Contract - £810 + Ad Hoc Work Charges b) Receipts Receipt of 2 nd half of precept was noted c) Balance of Accounts and Bank Reconciliation Item was deferred to be reviewed during budget meeting d) Risk Management Review Item was deferred to be reviewed during budget meeting e) Budget Meeting A closed, informal budget review meeting will be held on 27 th November
November2024/14	To note date of next PC meeting The next meeting of the council will be 9 th January 2025
November2024/15	Staff Matter in Confidence. Item is closed to public and press. PC noted amendment to NALC payscales from April 2024

Signed:

Mandy Rossiter - Clerk to Woodchester Parish Council

7th November 2024

Initials.....