

MINUTES OF THE PARISH COUNCIL MEETING HELD ON **2 September 2003** IN THE JUBILEE ROOM OF THE VILLAGE HALL

Present: Councillors C Dickinson (Chairman), J Hobson, L Wilcox, C Prout, D Poole, M Burgess, D Chalmers, H Targett (Clerk)

REF

ACTION

PARISH PLAN PRESENTATION

Bob Hallam, Chairman of the Parish Plan Committee, presented the aims and objectives of the Parish Plan. Opinion is being sought from Coaley residents regarding the future direction of the village. A presentation would be made to all groups within Coaley to make them aware of this. A questionnaire will be sent out to every household in the village in due course. The questionnaire will cover economic, social and environmental issues. The results will be collated with professional help and will form the basis of the Parish Plan.

OPEN FORUM

Mr Lees spoke regarding the removal of agricultural ties, applied for by the resident of Lapley Farm Bungalow. He expressed concern that if the ties were removed, the surrounding farm land could be sold separately and an application to build a house on the land might be forthcoming in the future. Mr Lees informed the Council that the cast metal road sign near to Lapley Farm had been repaired and required no further action. The pavement at Westend was of concern to him as it was in a dangerous state and had deteriorated recently.

Mrs Tong commented on the poor state of the pavements throughout the village. She expressed concern that due to this children might fall and harm themselves. The entrance to Betworthy was in her view particularly bad. Some repair work had been noted, but it was not sufficient. Mrs Tong also raised the issue of dog fouling on the Recreation Field. She suggested that no dogs be allowed on the field at all.

Mr Gabb of 6, Hillside, Far Green spoke regarding the proposed conservatory at 5, Hillside, Far Green. He explained that he did not object in principle to a conservatory. However, it was already partially erected and a seven foot breeze block wall had been built adjacent to their own conservatory, which had caused a reduction in light. This would only get worse in the Winter with the sun lower in the sky.

District Cllr Janet Wood explained that the District Council owned land at Trenley Road was still in mind for affordable housing. Two, two bedroom houses were liable to be proposed for the site. Economies of scale might be possible if the building of affordable housing proposed for Uley coincided with that in Coaley. A scrutiny committee is to be set up, which will look at how Stroud District Council and Parish Councils can better work together and liaison be improved.

Cllr Wood confirmed to Mr Lees that the site at Trenley Road previously mentioned was Stroud District Council land and not used at present. Resident of Trenley Road Mrs Mather expressed surprise at the proposed building and requested to be kept fully informed.

- 105/04 **Declarations of Interest by Councillors**
Cllr Burgess declared an interest in the matter of S.03/1273, planning application for erection of a conservatory at 5, Hillside, Far Green. The declaration was duly noted in the book kept for the purpose.
- 106/04 **Apologies**
Apologies were received via the Chairman from County Cllr Margaret Nolder
- 107/04 **Minutes** of the meetings held on 1st & 10th July 2003 and 12th August 2003 were approved as a true and correct record by those present at the meeting.
July 1st meeting: Proposed Cllr Wilcox; Seconded Cllr Hobson; All in favour.
July 10th meeting: Proposed Cllr Hobson; Seconded Cllr Burgess; All in favour.
August 12th meeting: Proposed Cllr Poole; Seconded Cllr Chalmers; All in favour.
- 108/04 **Matters Arising**
There were no matters arising.
- 109/04 **Planning**
Council discussed:
- S.031273. 5 Hillside, Far Green. Erection of conservatory. (Cllr Burgess having declared an interest, left the room and did not take part in the discussion).
- Cllr Hobson proposed that the application be rejected. Seconded by Cllr Prout; all in favour. Policy G1 of the Stroud Local Plan was referred to, in that the application would be overbearing, and lead to lack of light and privacy to the neighbouring property.
- 2) S.03/1203. Lapley Farm Bungalow, Frocester Road. Application for removal of Conditions e) & f) of Permission S.13605/A (to permit occupation of the bungalow by persons not employed in agriculture or forestry)
Cllr Wilcox reported on this application, explaining the complexity of agricultural ties on farm dwellings. Cllr Poole proposed objection to this proposal. Seconded Cllr Burgess; 5 votes in favour, 2 abstentions.
- Planning responses and relationship with SDC: planning visits within Coaley
The Chairman reported on planning procedures at Stroud District Council. The agenda for Development Control Committee meetings are usually published ten days in advance of the next meeting. Reports on the applications to be discussed are attached. Planning application files are available for inspection by Councillors. Janet Wood, District Councillor, informed Council that SDC on a regular basis raises a sheet, which is available to all Parish Clerks. This sheet lists applications and their status regarding delegation. Planning Officers are open to discussion and will give their views and opinions on applications. The Chairman expressed the view that it was advantageous to have as much information available as possible, to facilitate an informed view on applications. Most recent Parish responses to applications are always read out at Development Control Committee meetings. Within Coaley the Clerk would continue to inform the Chairman of any new planning applications received. Three Councillors will attend site meetings, gathering responses from both applicants and neighbours.

Planning Training Session

The Clerk reported that an initial discussion had taken place with Ian Gobey, Head of Development Control at SDC. He agrees in principle to leading a training session for Coaley Parish Council. District Councillor, Janet Wood suggested that perhaps joining forces with Nympsfield and Uley Parishes would be a good idea in a joint session. Ian Gobey to be contacted to discuss this.

Clerk

Council have received permission for:

- 1) S.03/1119. The Old Barn, The Leigh. Erection of a garden shed. Conditions attached to the permission were read out.
- 2) S.03/1014 Little Tumps, Far Green. Certificate of Lawfulness re front entrance porch.

Planning correspondence received after agenda published

- 1) S.03/71. Sage Cottage, Far Green. Erection of manege lighting. Council has received notification that the applicants, previously refused, have taken the matter to appeal. Appeal Ref: APP/C1625/A/03/112382. Responses to be made to the Planning Inspectorate, Bristol. The Clerk was requested to put forward the Council response to the original application.
- 2) S.03/1206. Lower Silver Street Farm. Council has received permission for Retrospective application for creation of track. Conditions attached to the permission were read out at the meeting.

110/04 **Accounts**

Income

£500.00p has been received as prize money for winning the Gloucestershire Village of The Year competition.

The following payments were authorised:

Public Works Loan Board	£1500.50	Village Hall rear car park loan
RoSPA	69.33	Play Area annual inspection fee
Colin Dickinson	47.00	NALC Conference refund
John Hobson	23.50	Virtual Names web site
Colin Hoskins Mini Coaches	131.20	Little Green Bus, Aug 2003
S E Smith	317.57	Clerks Salary, August 2003
S E Smith	2.08	Clerks expenses (telephone)
H R Targett	288.00	Clerks salary, August 2003
H R Targett	100.00	SLCC Training Course
H R Targett	30.00	Training Session- Churchdown

Accounts approved by Council. Proposed Cllr Wilcox; Seconded Cllr Hobson; All in favour.

National Savings Account

New Parish Clerk needs to become authorised signatory for the above account. Current signatories are Councillor C. Dickinson: Councillor D. Poole: Previous Clerk S E Smith.

Cllr Hobson proposed that S E Smith be removed as authorised signatory and replaced by new Clerk H R Targett. Cllrs Dickinson and Poole to remain as before; Seconded by Cllr Chalmers; All in favour.

Items for discussion

111/04 a) **RoSPA report – Play area**

Cllr Wilcox briefed Council on the report. An access audit as well as a safety report had been compiled. The play area overall received a favourable report. A few points were raised as requiring action. Trip hazards were identified at both access points from the car park on to the wet pour surface, bolts fixing signage on the fence have protruding threads and no signage was visible denoting ownership of the play area. Cllr Wilcox agreed to rectify the above points.

LW

112/04 b) **Draft Risk Assessment**

The Clerk explained the need for the Council to adopt a Risk Assessment document, as now increasingly required by both insurers and auditors. The draft document had previously been circulated to Councillors. The general content of the assessment was agreed upon, but Councillors wished to see some of the individual risk grading altered. Proposed by Cllr Dickinson; Seconded by Cllr Hobson; All in favour. Amended draft to be presented at next meeting. The two main areas of liability identified were the Play Area and the allotments. Cllrs Prout and Wilcox carry out checks on the play area on a weekly and monthly basis and record their findings. An inspection system for the allotments should be in place. It was agreed that a monthly check would be made and recorded, for general repair of gates and boundaries. A check would also be made for any hazards on allotment land. A Councillor will take responsibility for the checks for a 3 month period. Cllr Prout agreed to take on the first recording period. Cllr Dickinson agreed to do the following period.

CP/CD

113/04 c) **Village Of The Year**

Allocation of £500.00p prize money – Project within the village

Council agreed that an article should be placed in the next Parish Newsletter, inviting groups within the village to apply for all, or part of the money. Suggestions would also be invited as to how the Parish Council should spend the money.

Next Stage

The Chairman explained that Coaley will now represent Gloucestershire in the next phase of the competition, competing to represent the South West and Western Region. Some 40 villages will take part. A written submission covering five categories has to be lodged by 3rd October. Sian Smith has undertaken to do this. A panel of judges will visit Coaley during the last two weeks in October. The six winning villages from the regions will go forward to a final. A working group has been set up to decide on the type of presentation the village will produce. The Chairman had spoken to Heather Stellard, one of the judges, who had emphasised that it was ‘the people and the buzz’ that needed to come over. Thursday October 23rd was seen as a favourable date for the judges to visit.

114/04 d) **Countryside and Rights of Way; Draft map of registered common land**

Areas of registered common land and open country within the Parish were already identified on the map. No further action was deemed necessary.

115/04 e) **Bledisloe Cup – Result and Report**

Coaley has been placed as runner up, the village of Down Ampney being the winner. This was a fantastic effort by the village. Thanks to everyone who gave their time and effort, particularly those on the judging route, and all who contributed in any way.

116/04 f) **Highways repairs and maintenance**

The road works at Ford Farm Bridge are all but complete. The road has re-opened and the contractors are due to be off site within a few days. It was noted that while the works were in progress, there was an accident in Elmcote Lane, resulting in a Coaley resident sustaining injuries.

Cast metal sign near Lapley Farm

The condition of the metal road sign near Lapley Farm had previously caused concern. A quote obtained from Alpha signs was read out. The quote for a replacement sign, total figure £674.00p + VAT. To renovate existing sign, total figure £582.00p + VAT. Council agreed to review the sign in six months time. No action required at present.

117/04 g) **Village maintenance**

Mrs John (Litter Picker) has reported that fires have been lit at the bottom of the Recreation Field, near the bench. There had also been a general increase in the amount of litter on the field.

Recently, Cllrs Dickinson and Wilcox had rectified an incidence of graffiti involving the play equipment.

Dog fouling on the Recreation Field was a continuing problem. Council to investigate possibility of bye laws, to force dog owners to keep their dogs on leads, whilst crossing the field. Dog fouling to be raised again in next Parish Newsletter.

CLERK

118/04 h) **GRCC Roadshow event – 22 September 2003**

Cllrs Dickinson and Chalmers will attend.

119/04 i) **Stroud Transport Forum – 21 October 2003**

Cllr Prout to attend.

120/04 j) **Ebley Mill Open Afternoon – 12 September 2003**

All invited to attend.

121/04 k) **Outgoing Parish Clerk**

Due to the nature of the business the following item was conducted in camera.
The Chairman gave a report summarised below:

Sian Smith has recently resigned from her post as Parish Clerk. Within the terms of Sian Smith's contract of employment, she is now entitled to a gratuity payment in lieu of pension contribution. The Chairman had spoken to Francis Drake, Human Resources Officer at SLCC. The payment due is the sum of the total earnings paid to Sian over her eight years of employment, £16,231.00p, divided by 3.75%. This would total £608.66p. Sian's total earnings need to be checked against completed P60's. If this payment is not made then the Council could be in breach of the contract of employment. There is no money currently available to fund the payment. It may need to be considered within the precept process for next year. A fund should have been accrued during Sian's employment to cover the liable amount. An account needs to be set up for the current Clerk. The sum equal to 3.75% of the Clerk's salary should be set aside on a monthly basis. The sum accrued would then be payable if the current Clerk resigned from her post after five years service. Such an account needs to be set up with Inland Revenue advice.

Presentation to retired Parish Clerk

It was decided that a presentation would be made to Sian as a token of appreciation for her time as Parish Clerk. The maximum sum of £50.00p would be spent on procuring a suitable gift. The Annual Assembly was suggested as a suitable time for the presentation to take place.

122/04 **Correspondence received since agenda issued**

GAPTC update reports that most local Council elections would be postal elections by 2007.

123/04 **Matters for forward consideration**

The precept, duration of Council meetings, dog fouling.

124/04 **Items for press release & publication on the web site**

The usual minutes, excluding item held in camera.

125/04 **Date of next meeting** – Tuesday 7th October 2003