

## Parish Council Meeting - Minutes

Recorded by: Amanda Rossiter, Parish Clerk

Date: 7th September 2020

Meeting Commenced: 19:30

Meeting ended: 20:20

Present:	Mr Ken Brown (Chair) Mr D Purnell Mr K Larkin Mr D Palmer Mr R Symons Mrs J Burton
District Councillors:	Mr K Tucker Mrs C Braun
County Councillor:	Dr J Cordwell
Clerk:	Miss A Rossiter
Other:	Two members of the public

- 1. To receive and accept any apologies for absence.**  
Cllr James apologies were noted and accepted
- 2. To invite and receive any declarations of interest.**  
There were none from North Nibley Parish Councillors.  
Apologies were received from District Ward Councillor Mr G. James
- 3. To receive and approve the minutes of the council's 3rd August 2020 meeting. (Previous minutes are available to view on the parish council website)**  
All in agreement with minutes. Clerk to receive signed copy from chair at a later date
- 4. To note any matters arising from the meeting held in August and not covered by agenda items. ( Item for information only - covered in Clerk's written update)**  
Council confirmed receipt of the report and added the following points:
  - Churchyard Wall has now been seen by our contracted structural engineer, his report is expected shortly
  - "No access to monument" sign has been erected on the corner of Highlands Drive
- 5. Meeting for public discussion and questions. (Open to members of the public to raise issues)**  
Meeting opened for public comment  
No comment made  
Meeting closed for public comment

**6. To consider and comment upon the following planning application(s):**

**S.20/1610/CPE | Confirmation of commencement of planning permission for application S.15/1565/FUL. | Corner Farm North Nibley Dursley Gloucestershire GL11 6DQ Response Deadline 9th September 2020**

Planning permission was granted in September 2015 for the change of use of redundant agricultural building (cow byre) to form a single dwelling subject to the works commencing within 3 years ie by 17th September 2018 ( S.15/1565/FUL).

This application is to confirm works did commence by that date. It is submitted that an electrical utility supply and consumer unit had been installed, drainage connection made for new bathroom and roof surface water, LPG gas tank installed and roof works. Electrical certificates and building regulation approval are submitted in support.

The parish council is not in a position to dispute this.

It was agreed that the PC advise Stroud planners that it has no comment to make on the application.

**7. The council to note the following planning application decision(s)**

**(a) S.20/1255/LBC | Replace 3 top floor windows | Old Bournstream House Bournstream Wotton-Under-Edge Gloucestershire GL12 7PA - **Approved****

**(b) S.20/1234/LBC | Replacement of garage building with habitable kitchen extension; internal alterations; additional outbuilding and garden wall. | Purnell House Lower House Lane North Nibley Dursley Gloucestershire GL11 6DN - **Approved****

**(c) S.20/1172/HHOLD | Proposed construction of an observatory building. | Nibley Bottom Forthay North Nibley Dursley Gloucestershire GL11 6EA - **Permitted****

**(d) S.20/0875/HHOLD | Formation of new access and associated works (Resubmission of S.15/2134/HHOLD) | Waterley House Waterley Bottom North Nibley Dursley Gloucestershire GL11 6EF - **Permitted****

**8. To review feedback from public on the parking situation at the bottom of Wood Lane following trial of placing cones during busy periods and agree a decision on any further action.**

Council has received feedback from public that the residents preferred not to have cones placed outside their homes. It was agreed by council that it was important that the residents were in agreement with the arrangement, therefore the council agreed to cease the placement of cones. Although there have been occasional cars parked along the verges recently, council agreed that the issue has now subsided

since lockdown regulations have eased and agreed to revisit the issue should it become a concern again in the future.

**9. To review any interest/application for the Councillor vacancy and make a decision on action required.**

There were no applications for co-option received within the deadline.

Councillors are open to talk to prospective candidates and have the power to co-opt at any time before May election.

**10. To review Notice of Conclusion of Audit template and agree information to be completed in sections 2 and 3.**

Council agreed that £3 would be a fair fee to provide copies of audit upon request and that the timeframe for accepting applications for copies would be one month from the date that the Notice of Conclusion of Audit is published. Requests should be made to the clerk via email.

**11. To discuss the need for a barrier on the B4060 approaching the village from Dursley and agree and necessary action.**

Council clarified the reasons for the removal of the trees and the agreement to replant trees in due course for information purposes only. Council discussed the concerns made by the public about the safety of the road without the trees. It was agreed that the Clerk will write to Highways to raise the issue on behalf of the council and add a note in OTE and Facebook to make the public aware of what action has been taken.

**12. To note that the PCC have raised the condition of the Yew Tree in the Churchyard. For the council to discuss and decide if the council needs to take any further action.**

Council discussed the history of works carried out by the council to make the Yew tree safe. It was agreed that the council has fulfilled their obligations in making the Yew Tree safe and that the PCC can take any further action as they see fit.

**13. To discuss and agree renewal of Foundation Membership of Local Council Award Scheme once Clerk's CiLCA training permits.**

The Council agreed that the Foundation Membership should be reinstated now that the current clerk is enrolling on the CiLCA qualification.

**14. To discuss the maintenance of verges around field and school at end of Lower House Lane and agree action(s)**

Council discussed ownership and responsibility for the area. Although some members of the council and public have tended to some of these areas in the past, it was agreed that the responsibility was of the Highways. Clerk to refer the matter to Glos. Highways.

## 15. Parish Council Finances.

- a) **To approve and pay clerk's wages for period 3rd August to 6th September 2020 (£713.47 inclusive of quarterly allowances of £100, plus backdated pay as per NALC revised pay scale announcement)**  
Agreed
- b) **To agree and pay T W Hawkins Invoice for services carried out at Cemetery on 17/6, 2/7, 15/7, 30/7, 13/8 (£719.40)**  
Agreed
- c) **To agree process of recording expenditure from legacy money**  
Agreed for Clerk to adopt process prepared by Councillor Palmer
- d) **To reimburse Cllr Palmer for Zoom Licence Fee - £14.39**  
Agreed - Invoice to be forwarded to Clerk
- e) **To agree and pay Clerk CiLCA enrolment fees £235**  
Agreed
- f) **To agree and pay invoice from PKF Littlejohn for audit services - £360**  
Agreed
- g) **To agree and pay invoice from Five Valley Signs - £27**  
Agreed

## 16. The Council to receive the following reports from Councillors.

### a) Verbal reports from Parish Councillors

Correspondence has been sent to Sarah Macaulay-Lowe or PROW re Wood Lane debris following the storm. Council reported that the bottom end of Wood Lane is quite badly rutted and requires a visual inspection. Clerk will raise this with the relevant team.

Report from Councillor that Post Box in Waterley Bottom is obstructing Gateway. Councillors to prepare comment in order for Clerk to write to Post Office for rectification.

Several Potholes are of concern. Cllr Brown to provide locations to Clerk so that Clerk can pass on to Highways.

### b) Written report from District Councillors

Chair confirmed receipt and thanked the District Councillors for their report.

Cllrs Braun & Tucker attended an extraordinary meeting in which it was announced that plans to discuss local government reorganisation have been halted until white paper on devolution and recovery has been finalised.

**c) Written report from County Councillor**

Chair confirmed receipt and thanked the County Councillor for his report

**17. The Council to receive and approve a written Cemetery Report.**

Council confirmed receipt of report and agreed content. Council noted that pest control works have commenced.

**18. To receive for information details of any Correspondence received. (Written report supplied by Clerk)**

Council confirmed receipt of report and made the following comment:

Clerk to visit cemetery with councillor to view proposed rare Fungi. Expert opinion to be sought on their identity.

Response being prepared on reform of planning system as per NALC request.

**Chair thanked all in attendance      Meeting Closed      20:20**

**Next meeting will be held via Zoom on Monday 5th October 2020 at 19:30**