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DYMOCK PARISH COUNCIL MEETING

Minutes of the Parish Council Meeting held on

Tuesday 7th November, 7.30pm Dymock Parish Hall

Present: Cllrs Tony Eagle (in the Chair), Trevor Blandford; Ian Bruce; Nick Fairburn; John George; James Jackson; Gill Kilmurray

In attendance: Clerk – Rachel Freestone

Public: 9

1. **To receive and accept apologies for absence:**
   There were none.

2. **To receive any declarations of interest or written applications for dispensation from Councillors on agenda items.**
   There were none.

3. **Public Participation:**
   A member of the public commented that further to sending a letter of complaint to GCC Highways regarding the condition of the footpath alongside the B4215 a reply had been received stating a safety inspection had been completed and that its condition would be monitored. A councillor added that Cllr Gill Moseley had been informed and asked for advice at the beginning of the year. **It was RESOLVED:** the clerk to contact Cllr Gill Moseley and copy in Cllr Gill Kilmurray to send to FODDC. Clerk to contact Gloucester Citizen to comment on the state of our paths and comments received from Highways.

4. **Reports:**

a. **To receive a report from County Councillor Gill Moseley:**
   In her absence there was none.

b. **To receive a report from District Councillor Gill Kilmurray:**
   There was none.

5. **Minutes:**
   Members considered the minutes of the Parish Council meeting held on the 10th October, 2023. **It was RESOLVED:** to approve the minutes as a true record. They were duly signed by the Chairman.

6. **Neighbourhood Development Plan:**

a. Members received an update from Cllr Fairburn. The official consultation will be held from 11th December 2023 to 29th January 2024. The NDP will be on the website for the public to view and sessions will be arranged in the Parish and Memorial Halls for parishioners to look at hard copies. The dates of these sessions will be advertised beforehand.
   The first draft of the Design Guide, created by Locality approved consultants AECOM, was substandard with key elements missing, a complaint had been raised. The NDP Steering Group has highlighted the shortfalls and AECOM are now reworking the document. The NDP and the Design Guide have to be submitted in tandem, this is being monitored as completed documents are required by the 27th November.

7. Beauchamp Arms:

a. Members received a report from Cllr Fairburn regarding the Beauchamp Arms Building Condition Survey completed by Bluett Assoc in June 2021. The recent monthly meeting focussed on maintenance requirements. The parish council would like to get the pub to a suitable standard. The hope is the 2021 survey alongside recent photographic evidence will be suitable as a Schedule of Conditions, this is being checked.
A spreadsheet of actions (statutory obligations) taken from the Bluett report has been completed to be updated as work is undertaken.
A Fire Risk Assessment has not been completed, believed to be the tenant's responsibility, therefore the tenant's insurance is not valid. Due to the need for prompt action and the risk to the fabric of the building, members voted to arrange and cover the cost. **It was RESOLVED:** Clerk to appoint NFU to complete the Fire Risk Assessment.

b. Cllr Fairburn commented that the drain outside the Beauchamp Arms kitchen is flooding. It is unknown whether the Tenant has taken action to clean/rod the drain. **It was Resolved:** to contact the tenant to clarify what actions have been taken and if required, the Clerk to contact a drainage company.

c. The FOBA representative informed members that proceeds from the Bingo event being held on Saturday 11th November would support the Ann Cam swimming pool fundraising efforts. The Tree of Light and Christmas Carols are to be held on the 9th December. Three design principles had been received for the outside area, anchorage would be required on the back of the Parish Hall therefore a meeting with the Parish Hall committee would be arranged.

8. Parish Hall:

a. The Parish Hall Representative informed members that the Hall would be decorated for Christmas on the 26th November. The Parish Hall Committee have requested that the regular item for updates on the parish council agenda be removed. **It was RESOLVED:** to remove the regular item.

b. To receive an update on the Parish Hall car park, disabled access and parking place:
Cllr Eagle reported that the car park although uneven in places is currently accessible. The disabled parking place needs remarking. **It was RESOLVED:** Clerk to research who paints lines on private property.

9. Play Area and Public Conveniences:

a. To receive an update on the maintenance work and inspection at the playground and consider any actions:
Cllr Eagle reported that Greenfields had not yet completed the repairs to the play area due to the weather and soft ground, the work delayed to March 2024. The play inspection has been completed with the cleaning of some equipment required immediately. No safety issues found. A few items have a limited life and the budget needs to be mindful of replacement costs. Cllr Bruce will be attending the Playing Field Association meeting to investigate if any funding is available. **It was RESOLVED:** Cllr Eagle to arrange for the equipment specified to be washed.
Members noted that the public convenience will need decorating in the new year and will need a budget allocation.
The clerk confirmed that no response received as yet from WaterPlus regarding the inflated water leak invoice.

10. Planning:

a. To comment on Planning Applications for Determination by the Forest of Dean District Council:
- DF13610 P1207/23/LBC – The Old George, The Village. **It was RESOLVED:** to support the application.

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- DF 16289 P1364/23/FUL – Sparepenny Cottage, Ledbury Road. **It was RESOLVED:** to support the application.
- DF 15858 P0455/23/FUL – Land off Preston Cross, Ledbury. **It was RESOLVED:** to defer to allow the planning working group to investigate and respond to the clerk prior to the 16th November.

Cllr Fairburn informed members that a retrospective planning application had now been submitted for the new access road at Roseland Farm, Dymock. **It was Resolved:** The Planning Working Group to draft a letter to send to the FoD Planning Department on the clerks receipt of the formal notification. Cllr Fairburn reminded members that a letter objecting to the access had been sent to the Planning Department earlier this year. A member of the public commented that the parish council had not engaged with the landowner regarding plans for the development. Cllr Fairburn informed members that the FoD Planning Department had strongly advised against engagement.

11. Highways/Footpaths:

a. The Footpaths Officer informed members that Suzanne Hope from GCC had sent a link highlighting footpaths in the area and how to report. **It was RESOLVED:** Clerk to check website and add the link.
   She reported that a tree had come down near Boyce Court, blocking the footpath. Further into the woods a stile is broken with barbed wire over. **It was RESOLVED:** the footpaths officer to report to GCC.
b. Members were updated that the snow plough operator had contacted Cllr Eagle to inform of his retirement from this role. It was confirmed that he has the equipment and grit in his yard. **It was RESOLVED:** defer to the next meeting to allow Cllr Blandford to contact the snow plough operator.
   8.35pm – member of the public arrived
c. Cllr Bruce informed members that the T-junction sign had been reinstated but the Parish Hall sign was the wrong way around. **It was RESOLVED:** Cllr Bruce to contact Highways.
d. To receive an update on tractor speeds through the village:
   The Clerk reported that the PCSO had responded. Very difficult to manage due to the drivers self-employed status. She had offered to join a Speedwatch session as her presence often deters irresponsible driving and she would be able to take action if anything witnessed. **It was RESOLVED:** to inform the PCSO of dates of Speedwatch sessions in the village.
e. Cllr Bruce informed members that volunteers in Brooms Green had been completing checks. Sessions in Dymock are scheduled for the 21st, 28th, 30th Nov and 7th December. Timings to be confirmed.
   Members noted that a response is pending on whether possible to attach a camera to a lamppost. Pot hole repairs are not lasting and Cllr Bruce has queried what is used. A gully sucker has been requested. The 30mph speed sign on the road to Newent is dirty and overgrown, members noted that this has already been reported.

12. Environment and Conservation:

a. To receive a report from the Environment and Conservation Working Group and agree action required:
   The item has been considered. **It was RESOLVED:** defer to the next meeting for further consideration.

13. Finance:

a. Members received the Financial Report and noted the Bank Reconciliation to 31st October 2023.

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b. Dymock Parish Council Account balance 31st October 2023 – £38863.54
Memorial Fund Account balance 31st October 2023 – £1955.44
Beauchamp Arms Account balance 31st October 2023 - £5102.68

c. To consider the budget figures for 2024/25:
The Clerk explained that the provisional budget figures provided reflect Beauchamp Arms receipts and payments separated out from the parish council funds along with the Deposit and Memorial Fund accounts. **It was RESOLVED:** defer to the next meeting due to the likely requirement that the precept will need increasing substantially. The clerk to advertise the meeting in the Windcross, inviting the public to attend. Cllr Kilmurray to advertise on Facebook.
A member of the public mentioned cutting grant allocations to reduce the precept, to be discussed at the next meeting.

d. Members considered the grant request from Ann Cam School PTFA. **It was RESOLVED:** that the council under s137 of the Local Government Act 1972 should incur the following payment of £1000 which in the opinion of the council is in the interest of its area and inhabitants.

e. The clerk reported to members that HMRC had requested an audit of the VAT return submitted for 2023-24 due to the figure being unusually large. This has been completed. Members noted the parish council have been awarded a penalty point due to the late submission of the VAT return for 23/24, four penalty points are allowed within a 24 month period before a fine is awarded of £200.

f. The clerk recommended to members that a new savings account be opened to hold the bulk of Parish Council funds and to transfer the War Memorial account balance. There are no bank charges for savings accounts and interest received would cover the current account bank charges.
It was RESOLVED: clerk to open two savings accounts with Unity.

g. **It was RESOLVED:** to contribute to the cost of the Arnold Baker Local Council Administration Book at £72.68.

h. **It was RESOLVED:** To approve the following invoices for payment:

- Gordon Playground Inspections £180.00
- Clerk Expenses San Disk Memory Stick £ 8.50
- Greenfields £764.40 actual

The clerk requested that two invoices received following the agenda be considered due to the next meeting being in January:
It was RESOLVED: to approve expenses to Cllr Eagle for £40 under S137 for the parish council wreath and the to Gareth Kemp for public convenience cleaning in October for £175.00.

i. **It was RESOLVED:** to ratify the following payments made between meetings:

- Clerk Expenses Stamps NDP Grant 21.10.23 £431.25
- Clerk Expenses Tommy Statue/War Mem 27.10.23 £166.66 Net
- Clerk October salary As per contract

j. Members noted income received:

- NDP Locality Grant 06.10.23 £5093.00
- Beauchamp Arms 10.10.23 £2000

14.Training:

a**.** Members noted that Cllr Bruce had attended the GAPTC Finance and Being a Better Councillor courses.

15. Communication and IT:

a. The clerk reported that a meeting had been held with Cllr Jackson to update the website. A village diary has been considered and it was felt that the creation and day to day monitoring of diary dates for the various groups in the parish would be arduous and open to error. The Links section on the website is outdated and it is recommended that this is improved.

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16. Diary Dates:

a. **It was RESOLVED:** to hold the Litter Pick on the 2nd March 2024 ahead of the Daffodil Teas.
b. **It was RESOLVED:** to arrange meetings on Tuesday 9th January, 6th February and 5th March. The clerk to book with the Parish Hall committee.
c. **It was RESOLVED:** to defer the Annual Parish and Parch Council Annual Meeting dates to the next meeting.

17. Members noted the Correspondence.

18. To consider items for the next meeting:
Budget and Precept
BioDiversity.
Snow Plough operator
Dates for the Diary.

19. Next meeting: It was NOTED that the next meeting of the Dymock Parish Council will be held on Tuesday 9th January 2024.

Signed: ……A Eagle…… Date: 09.01.2024……..

Chairman

Meeting closed at 9.30pm.