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DYMOCK PARISH COUNCIL MEETING

Minutes of the Parish Council Meeting held on **Tuesday 9th January, 7.30pm at Dymock Parish Hall.**

Present: Cllrs Tony Eagle (in the Chair), T. Blandford, I. Bruce, N. Fairburn, J. George, G. Kilmurray.

In attendance: Clerk - Rachel Freestone

Public: 13

1. **To receive and accept apologies for absence:**
   Apologies were received and accepted from Cllr. J. Jackson and District Councillor G. Moseley.

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 requested an update on the Parish Litter Pick prior to the walkers visiting the Daffodils. A member confirmed that it had been organised for the 2nd March. The member of the public felt that this was too late in the season. **It was RESOLVED:** The date of the Litter Pick be rearranged for the 17th February. The member of the public to arrange for an advert to be put in the Windcross magazine, the Clerk to inform the parish council insurers.

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:**
   District Councillor Kilmurray commented that although it is reported that recycling and rubbish collection by FoDDC is falling behind, they are actually third in Gloucestershire and 10% better than the national average. FoDDC have awarded the waste collection and recycling service to Ubico, to commence in August 2024. The environmental impact of refuse vehicles has been reviewed with a trial of electric vans completed in November 2023. These are being considered but questions have been raised regarding the longevity of batteries and cost of repair, the climate considerations of charging, impact on road conditions.
   A member of the public queried if there is any progress to report on Dymock parish residents being able to attend the Ledbury recycling site rather than travelling to Gloucester. District Cllr G Kilmurray responded that Herefordshire County Council are averse to out of county use and the issue has been escalated to GCC.

5. **Minutes:**
   Members considered the minutes of the Parish Council meeting held on the 7th November, 2023. **It was RESOLVED:** to approve the minutes as a true record. They were duly signed by the Chairman.

6. **Finance:**

a. Members received the Financial Report and noted the Bank Reconciliation previously circulated to 31st December 2023.

b. Members noted the bank balances:
   Dymock Parish Council Account balance at December 31st 2023 – £36134.90
   Memorial Fund Account balance at December 31st 2023 – £2738.64
   Beauchamp Arms Deposit Account balance at December 31st 2023 – £5138.05

c. Members considered the Clerks salary to increase in line with LGA recommendations: **It was RESOLVED:** Clerks salary to increase from 1st January 2024 in line with updated scales.

d. Members considered the budget and precept for 2024/25:
   Cllr Bruce presented the key budget figures as per the reports previously circulated. The finance working group had addressed asset management, potential risks with future reserves planning. The recommendation

of the Finance Working Group is to balance the budget. For monitoring purposes, the Beauchamp Arms income and payments have been separated to their own mini budget within the parish council budget to enable accurate management and forecasting of maintenance costs. A member of the public commended members for forward planning. It was noted that two members did not approve the proposed level of increase to the precept. **It was RESOLVED:** to approve the 2024/25 budget and the precept for 2024/25 at £33000, the Clerk to send the relevant forms to FoDDC.

e. Members considered the grant request from Ann Cam School PTFA. **It was RESOLVED:** there are grant /donation limitations in the budget for 2024/25 subsequently any grant requests will be considered towards the end of the 2024/25 financial year. The Clerk to inform the PTFA.

f. The VAT return submitted in December 2023 was noted.

g. Members received an update on the application for two Unity Savings Accounts from the Clerk. Additional identification had been required by Unity, all submitted and awaiting confirmation of the accounts opening.

h. **It was RESOLVED:** to approve the following invoices for payment with the amendment to the Gareth Kemp invoice to include the December invoice:

• Mrs E A Tustin NDP	£3200.00
• Dymock Parish Hall Oct-Dec NDP hall hire	£120.00
• Clerk Expenses – 30 stamps NDP	£22.50
• Gareth Kemp amended	£280.00
• NFU Mutual Fire Risk Assessment	£800.00 net

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

• Clerk November salary	As per contract
• Clerk December Salary	As per contract
• WaterPlus DD December	£66.35
• Water Plus DD November	£41.08
• Quedgeley Computer Solutions NDP website	£151.25
• Perpetua NDP printing	£81.00
• EON electricity DD	£99.04
• PWLB Loan	£1653.27
• PWLB Loan	£2108.22
• GAPTC training	£25.00
• FoDDC Premises Licence	£180.00
• Bank charges £18 x 2	£36.00
• Clerks Salary September	As per contract
• Water DD September	£257.40 (in dispute)

j. Members noted income received:

• Beauchamp Arms Rent November	£2000.00
• Vat refund	£2318.51
• Vat refund	£29.82
• Beauchamp Arms rent December	£2000.00
• Bank Interest	£35.37

It was agreed to bring Agenda items 8. NDP and 12. Biodiversity forward.

8. Neighbourhood Development Plan:

a. Members received an update from Cllr Fairburn as per the report attached.

12. Environment and Conservation:

a. A member of the public asked for an update on the Seed Guardian Exercise. Council Kilmurray confirmed that she is in possession of all the seeds and equipment ready for distribution. A plan is required to clear the grass bank opposite the Beauchamp Arms of the coarse grass and cultivated daffodils, recommended that a working party be set up to include FOBA representatives. A member of the public suggested the sale of the cultivated daffodil bulbs to raise funds.

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The Chairman agreed to invite Chris Bligh and Tim Rickard from DyFRA to address the parish council. They provided a report of work completed and what needs to be done. The working group were thanked for their work to date in meeting the parish council's duty and their commitment to regular meetings. Items to address are;

i. Policy.
ii. Working party or committee with terms of reference, how the council will achieve their actions? Volunteers from outside the Parish Council are needed alongside DyFRA expertise.

It was RESOLVED: to defer to the next meeting.

Two members of the public left the meeting.

7. Polices:

Members considered the following policies previously circulated:

a. Reserves Policy: **It was RESOLVED:** to adopt the policy for 2023-24.
b. Financial Risk and Controls Policy: **It was RESOLVED:** to adopt the policy for 2023-24.
c. Risk Management Policy: **It was RESOLVED:** to adopt the policy for 2023-24.
d. Risk Assessment: **It was RESOLVED:** to defer for the Finance Working Group to address.
e. Risk Schedule: **It was RESOLVED:** to adopt the policy for 2023-24.
f. Grants and Donations Policy: **It was RESOLVED:** to adopt the policy for 2023-24.

9. Beauchamp Arms:

a. Members received a report from Cllr Nick Fairburn. The Fire Assessment had been received following the Agenda with a number of items to address. Substantial management required to implement the required work. Members were reminded that it is the tenant's responsibility to comply with the required maintenance checks. He proposed a letter to explain what needs to happen and when once the work to update the pub has been completed with Risk Assessment books provided. Members need to ensure that the checks are being completed as insurances are not valid if not kept up to date. The Working Group are expecting the tenant to provide a draft H&S policy by the end of January. There is an agreement to provide a maintenance service and to project manage with Greenman but no actual written contract. Due to the nature of the work, frequency and their skillset, the Working Group recommend continued engagement with Greenman. **It was RESOLVED:** to defer and consider a written agreement between the parish council and Greenman.
b. Members received a report from the FOBA representative. The request for the stretch tent to append to the side of the Parish Hall will be considered during the January Trustees meeting. If the decision is favourable planning permission will be required as it will be considered a permanent structure, there may also be insurance implications. **It was RESOLVED:** FOBA to provide the type of structure and further details once finalised to the Clerk to enable a planning application and for an insurance query.

10. Planning:

a. To comment on Planning Applications for Determination by the Forest of Dean District Council: There were none.
b. Members noted Planning Responses Submitted between Meetings under Devolved Powers:
   - P1323/23/FUL Construction of Vehicular Access retrospective - OBJECT
   - P1464/23/FUL Change of Use of Mission Hut to showers and toilets – SUPPORT
   - P1531/23/FUL Erection of Shepherds Hut – SUPPORT
   - P1439/23/LBC Barn at the Tythings, Preston Court, Rebuild fire damaged structure – SUPPORT
   - P1273/23/FUL Twain Ash Erection of a single storey extension – SUPPORT
   - P1438/23/FUL 5 Station Terrace, erection of a single storey extension – SUPPORT
   - P1434/23/LD1 Briar Bank, application to establish whether continuous residency lawful - SUPPORT
c. Members noted Planning Decisions made by Forest of Dean District Council:
   - P1323/23/FUL Application Withdrawn
   - P1273/23/FUL Twain Ash – Consent
   - P1438/23/FUL 5 Station Terrace – Consent
   - P0455/23/FUL Preston Cross Agricultural Shed – Refused

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- P1596/23/AG Erection of Agricultural Store – Refused
- P1201/23/FUL Leadon House, Greenway – Consent
- P1305/23/FUL Horseshoe Inn House, change of use – Refused
- P1207/23/LBC The Old George – Consent
- P1364/23/FUL Sparepenny Cottage - Consent

11. Highways/Footpaths:

a. Members received a report from the Footpaths Officer. There had been a problem at Allums Farm with an electric fence placed across the footpath but believed to be rectified, yet to check following the inclement weather. A planning notification of a path diversion on the Dymock/Kempley border had been received on the 10th January and confirmed would investigate this.
Suzanne Hopes at GCC has confirmed the provision of four kissing gates including installation. Landowners are being consulted and confirmation of their positions to be confirmed at the next meeting. Members thanked her for all her work.

b. Members received a report from Cllr Ian Bruce. Potholes have been dreadful and he is in regular daily contact with GCC. The Highways department at GCC are currently understaffed. Pot hole repairs are completed by contractors, with repairs lasting only a short amount of time. A member of the public thanked Cllr Bruce for all his efforts. It was added that County Councillor Gill Moseley has raised as a state of emergency the condition of the highways in Gloucestershire.

c. Members received an update on the snow plough operator from Cllr Trevor Blandford. A resident is interested in the role but was awaiting confirmation of up to date payment figures from GCC. **It was RESOLVED:** to defer pending a response from the resident.

d. Members received an update on the Parish Hall Car Park Lines. The car park surface is adequate to enable a marked disabled car park space next to the side entrance. It was suggested that resin paint be purchased to mark out the space.

e. Members received an update on the Community Speedwatch program from Cllr Ian Bruce. The Dymock Speedwatch program will commence in February with Brooms Green also starting with their own program. There is always a need for more volunteers. **It was RESOLVED**: the Clerk to contact the Community Speedwatch team for an update on the poles for the Speedwatch cameras.

13.Training:

a. Members noted training undertaken by Cllr. Ian Bruce. No training needs identified at the meeting.

14. Diary Dates:

a. **It was RESOLVED**: Parish Council Meeting to be held on the 14th May 2024. To defer to the next meeting for the Clerk to suggest a date in April for the Annual Parish Meeting.

15. Correspondence:

There was none.

16. To consider items for the next meeting:

Biodiversity Policy.
Kissing Gates
Annual Parish Meeting Date
2024-25 Meeting Dates.

17. Next meeting: It was NOTED that the next meeting of Dymock Parish Council will be held on Tuesday 6th February, 2024.

Signed……*A. Eagle* … Date:……*6th February, 2024* ……..
Chairman

Meeting closed at 9.30pm.