

# Gorsley & Kilcot Parish Council

## Minutes of the Ordinary Parish Council Meeting

Held on Monday 5<sup>th</sup> July 2021 at 7:30pm in the Upper Room, Christ Church, Gorsley

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### Present:

Councillors: Nigel Warwick (Chairman), David Clough (Vice-Chairman), Nigel Poole

Officers: Arin Spencer (Parish Clerk and RFO)

In attendance: Cllr Gill Moseley (Gloucestershire County Council - Newent Division)

42 Apologies were received from Cllrs Graham Price, Steve Excell and John Barker.

43 There were no declarations of interests or requests for dispensations.

44 Minutes

- a. **Resolved** unanimously to approve and sign the minutes of the Parish Council meeting held on 4 May 2021 as a correct record.
- b. **Resolved** unanimously to approve and sign the minutes of the Parish Council meeting held on 7 June 2021 as a correct record.

45 Progress of resolutions from the meeting held on 4 May 2021

- a. Updated Standing Orders and Financial Regulations will be presented at the September meeting for review.
- b. Forest of Dean District Council had been asked to clear the kerb rubbish along the B4221.
- c. Highways had been notified about the blocked drains outside The Old School.
- d. GRCC had been asked if there is a more up to date format for a Parish Plan.
- e. Regarding the Briery Hill premises licence application, the Planning Officer had explained that the operating hours applied for (08:00 – 23:00) are standard and allow the venue some flexibility with regard to the timing of events.

### Casual Vacancy

46 Members noted the resignation of Cllr Catherine Gardner due to personal commitments that conflict with council meetings. The monitoring officer had been informed and a notice of casual vacancy published. Following the prescribed 14-day notice period, if an election is requested by ten or more electors, the vacancy will be filled by co-option.

### Planning

47 Planning applications considered:

There were no planning applications to consider.

48 Planning decisions noted:

- a. Ford Farm Bungalow, Ford Lane, Kilcot (P0676/21/FUL)  
Erection of a single storey extension with balcony terrace over and installation of solar pv panels.  
**Granted permission.**
- b. Baldwins Farm, Mill Lane, Kilcot (P0535/21/FUL)  
Erection of a two storey side extension. **Granted permission.**
- c. Pump House, Conigree Road, Newent (P0984/21/AG)

Prior notification for the erection of an agricultural shed. **Approved.**

- 49 Update on planning enforcement action in the parish
- a. Marshalls Meadow  
The owner of the property appears to be living in the static caravan on site.  
**Action:** Clerk to find out if this is permitted under the enforcement notice and how effluent waste is being disposed of.
  - b. Hedgerow Reinstatement Notice – Land opposite The Poplars, Gorsley  
The Clerk advised members that an update was expected from the enforcement office in the coming week.
  - c. Box Bush Barns – Holiday Let  
No further progress.
  - d. Land at Little Bull Hill  
Monitoring by enforcement office ongoing.

#### Documentation Review

- 50 To review and/or adopt the following policies and procedures:
- a. The draft Document Retention Policy was approved and adopted.

#### Internal Audit 2020/21

- 51 The Internal Auditors Report for 2020/21 was noted and members considered the recommendations contained therein.

#### Financial Matters

- 52 Members noted that the accounts to end May 2021 had been checked and approved by the Lead Member for Finance.
- 53 Received financial reports as at 31/05/2021 (Bank Reconciliation / Summary of Receipts and Payments / List of payments to date)
- 54 **Resolved** to subscribe to Scribe accounting software with effect from 1 June 2021 at an annual cost of £180 + VAT.
- 55 **Resolved** to approve the following list of payments:

DATE	DESCRIPTION	CHQ NO	POWER	BUDGET	AMOUNT
05/07/2021	Scribe Subscription	100047	LGA 1974 s.111	Accounting Software	£ 216.00
05/07/2021	Defib Pads	100048	PHA 1936 s.234	Defibrillator	£ 98.40
05/07/2021	Internal Audit Fees	100049	LGA 1974 s.111	Audit Fees	£ 175.00

#### Highways

- 56 Noted the postponement of the B4221 closure between Kilcot and Newent. Following correspondence with the Highways Stakeholder Engagement Manager, the proposed diversion route had been amended to a more sensible option. The closure was expected to take place in August with exact dates to follow in due course.
- 57 Council considered projects suitable for funding through the Highways Local initiative.
- Cllr Moseley explained that the Highways Local funding has been in place since 2012, giving each county councillor a pot of £30,000 annually to spend on smaller highways schemes that might otherwise not receive attention. This had to be shared across the ten parishes in the Newent Division.
- Action:** Cllr Moseley to send further information on what schemes are appropriate under this funding program.

58 Oxenhall Lane Ford footbridge  
The Atkins Feasibility Study found that a bridge alongside the ford built to their required specifications would cost in the region of £72,000. This was not a viable proposal. Members appealed to Cllr Moseley to intercede with Highways in this matter and assist Council in reaching a resolution to this ongoing safety issue.

**Action:** Cllr Warwick to send a summary of the history of the issues at the Oxenhall Lane Ford and the efforts to have a bridge placed alongside it to Cllr Mosely.

59 Weight Limit on the B4222  
Balfour Beatty held a meeting about the implementation of a weight limit on the B4222 but failed to invite Gorsley & Kilcot Parish Council and decided this was unnecessary.

Cllr Warwick confirmed he had emailed ---

In previous consultations Herefordshire have acknowledged the unsuitability of the road for HGV traffic and further confirmed this by diverting traffic up a c-road and putting a sign on the A40 to say the road is 'unsuitable for HGVs'.

The Gloucestershire section of the B4222 between Kilcot Cross and the county boundary is fairly straight so GCC Highways will not take any action until Herefordshire does.

60 To discuss any other highways matters

Following a meeting with Local Area Manager Andrew Middlecote, the three *drains at the top of Stoney Lane* are now on the Highways cleaning schedule.

The Chairman said AM had acknowledged that the *resurfacing of the B4222* at Kilcot Cross in driving rain was sub-optimal and that the contractors would be asked to return.

Highways was asked to undertake road surface maintenance and cut back overgrowth on *Wood Lane* but following investigation Highways found no fault with either, identifying Wood Lane as a 'track'. It was noted that Gloucestershire Highways had spent a large sum stoning and clearing the so-called track ten years ago which implied they had responsibility for it.

*Speedwatch* – members noted the need to get Community Speedwatch going again now that Council has its own speed gun.

*Local Transport Plan* – the Chairman reminded members that the first iteration of the plan talked about HGV corridors and identified B roads that were being used as trunk roads. A recent review has resulted in a revamped plan but there is minimal reference to the West Gloucestershire area even though the B4221 is busier than the A40.

### Grounds Maintenance

61 Kilcot Green  
Cllr Warwick said he would call on volunteers to help with work required on Kilcot Green.

### General

62 There were no agenda submissions put forward for the GAPTC AGM to be held on 24 July 2021.

63 Items for the September meeting agenda / Councillor submissions  
- Three Shires Community Support Fund

64 **Resolved** that the next Parish Council meeting will be held on Monday 6 September 2021 at 7:30pm in the Upper Room, Christ Church Gorsley.

With no further business the meeting was closed at 8.50pm.

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Signed (Chairman)

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Date: