

# Gorsley & Kilcot Parish Council

## Minutes of the Ordinary Parish Council Meeting

Held on Monday 1<sup>st</sup> November 2021 at 7:30pm in the Upper Room, Christ Church, Gorsley

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### Present:

Councillors: Nigel Warwick (Chairman), David Clough (Vice-Chairman), Steve Excell and Graham Price

Officers: Arin Spencer (Parish Clerk and RFO)

In attendance: Cllr Gill Moseley (GCC – Newent Division)

94. Apologies for absence were received from Cllrs John Barker and Nigel Poole.

95. There were no declarations of interest or requests for dispensation.

96. Minutes

96.1. **Resolved** unanimously to approve and sign the minutes of the Parish Council meeting held on 6 September 2021 as a correct record.

96.2. **Resolved** unanimously to approve and sign the minutes of the Parish Council meeting held on 4 October 2021 as a correct record.

97. Clerk's Report

#### Blocked drains outside The Old School

A job to clear the drains outside The Old School was raised on 7 September 2021 with work to be undertaken at the earliest opportunity.

#### Parish Plan

Parish Plans, even if updated, have no planning status so could not be used to propose, prevent or guide development.

Design Statements ensure any agreed development is designed properly for its context but must not include any proposals for what development might (or must not) happen.

A Neighbourhood Development Plan would be a disproportionately heavyweight approach for Gorsley & Kilcot but there are other ways to approach the issue which Jeff Bishop, a planning consultant from Place Studio, could explain to Council if desired.

GRCC has a template for a parish plan and can help with updating of the plan. This would take a minimum of three days the first of which could be provided under existing GRCC funding with each additional time charged at £275 plus VAT per day.

A parish plan can be developed into a Neighbourhood Development Plan and GRCC can also help with this.

GRCC would like to attend the next meeting to further explain the support they can offer in updating the Parish Plan.

98. Report from Cllr Gill Moseley, County Councillor for the Newent Division

Cllr Moseley gave a verbal report to members on various matters covering health, adult social services, exemplary health teams and investment in apprenticeship development to improve the supply of builders locally. She was following up on the Local Highways Funding which had not yet been finalised and agreed to provide details of the Covid Recovery Fund (Build Back Better) scheme ahead of the next meeting.

99. Planning Applications

99.1. Land at Lovers Walk, Gorsley (P213712/F)

Residential development comprising 25 new dwellings, including access and works to highway.

GKPC was not consulted by Herefordshire on the proposed increase in houses at Lovers Walk.

**Resolved:** To object strongly to the application because of the effect the proposal will have on the character and appearance of the surrounding area, highway safety and flood risk to adjacent properties; and to question whether the development is sustainable and proportionate being similar in almost all respects to the failed application P153661.

99.2. Land off Sterry's Lane, Gorsley (P213675/PA4)

(Part 3) Class Q – Prior Approval for a proposed conversion of an agricultural building to a single dwelling house (C3).

During discussion of this application the following points were raised:

The previous application was rejected and the owner instructed to remove the track to Sterrys Lane. The revised application still shows the track the applicant was told to remove but now includes the footpath leading to the driveway of The Lodge. The footpath has been decimated by the applicant clearing it for vehicular traffic.

**Action:** Clerk to request a copy of the enforcement notice issued for removal of the track.

**Resolved:** To object to the application on grounds of highway safety.

99.3. Boxbush Farm, Oxenhall Lane, Gorsley (P1467/21/FUL)

Erection of new 2 bed dwelling with attached stables and associated works. Demolition of existing stables/barn.

The planning officer had confirmed that the application would be withdrawn and resubmitted as an annex with a tie to the original property.

Council agreed there was no need to comment until the new application was made.

99.4. Land on corner of Kempley Road

A member expressed concern that Herefordshire development could spill over in to Gorsley & Kilcot parish due to the rules and regulations allowing development of 'adjacent' land.

Cllr Moseley confirmed that one of the options in the first draft of the Local Plan was to allow cooperation between neighbouring counties, but this had to be by mutual agreement. Herefordshire had gone steaming ahead to get their land supply in order, she said, so that developers are unable to appeal rejected applications on land supply grounds.

**Action:** Cllr Moseley agreed to investigate this issue and report back to Council.

100. Enforcement

100.1. Marshall's Meadow

100.2. Box Bush Barn, Gorsley

The property has permission as a holiday let but has been permanently occupied for many years. The resident has now moved out and the property is empty.

**Action:** Clerk to notify the enforcement office so they can ensure the holiday let requirement is complied with before a new owner moves in permanently.

## Highways

101. Oxenhall Lane Ford footbridge

Cllr Price advised members that PROW had looked into providing a footbridge and could do so at a cost of £19800. However, the capital budget manager had said installation would be unlikely to secure funding in the foreseeable future. The local highways manager would be happy to talk about other funding options including match funding.

**Action:** Clerk to invite LHM Andrew Middlecote to attend a meeting at the ford to discuss the way forward. Cllr Moseley to look into how much of the £20k could be match funded. Cllr Warwick to find out if Royal Engineers still do projects like this and could help.

102. Weight Limit on B4222

No further progress. **Action:** Cllr Warwick to follow up with the contact in Herefordshire.

103. B4221 Roadworks – August 2021

Response to complaint received from highways. (Attachment 1)

There have been reports that the roadworks near Squirrel Cottage began subsiding after a few days. Following recent flooding it is all subsiding. The contractors are aware and will be coming back to attend to it.

**Action:** Cllr Warwick to draft and send a reply to Highways.

104. Other Highways Matters

Wood Lane / Stony Lane

Cllr Moseley was asked to look into why Wood Lane in Kilcot was changed to Stony Lane in the 90s which frequently gets confused with Stoney Road further up the B4221 in Gorsley.

Drains

A member reported some flooding at Brassfields. On the Brassfields side of the road there is a ditch coming towards the church. From that ditch there is a pipe that goes under the road into the Vicarage field somewhere. Needs clearing out.

**Action:** Clerk to advise Highways with a copy to Cllr Moseley.

## Grounds Maintenance

105. Kilcot Green

**Action:** Cllr Excell to arrange a meeting with Cllr Warwick and Brian to discuss work required.

## Documentation Review

106. Members were asked to review and/or adopt the following policies and procedures:

106.1. Code of Conduct (no changes)

106.2. Standing Orders (updated to latest version (2020) and tailored to Council)

**Resolved:** To adopt both as presented.

## Internal Audit 2021/22

107. **Resolved** to appoint GAPTC to conduct the Internal Audit for 2021/22 financial year at a cost of £175.

## Budget 2022/23

108. **Resolved:** To approve and adopt the draft budget as presented.

## Financial Matters

109. Received and noted financial reports as at 30/09/2021 (Bank Reconciliation / Summary of Receipts and Payments / List of payments to date)

110. **Resolved:** To approve the following list of cheque payments:

DATE	DESCRIPTION	CHQ NO	POWER	BUDGET	AMOUNT
01/11/2021	Defib Battery	400001	PHA 1936 s.234	Defib Supplies	£ 282.00
01/11/2021	Clerk's Expenses	400002		Staff Costs	£ 51.00

111. **Resolved:** To approve the following list of payments made by direct debit or standing order since the September meeting:

DATE	DESCRIPTION	POWER	BUDGET	AMOUNT
02/09/2021	Website Hosting	LGA 1972 s.142	Website & IT	£ 7.20
27/09/2021	Clerk's Salary	LGA 1972 s.112	Staff Costs	£ 213.00
05/10/2021	Website Hosting	LGA 1972 s.142	Website & IT	£ 7.20
26/10/2021	Clerk's Salary	LGA 1972 s.142	Staff Costs	£ 213.00

## General

112. Items for January meeting agenda / Councillor submissions - none

113. **Resolved** that the next Parish Council meeting will be held on Monday 10th January 2022 at 7.30pm in the Upper Room, Christ Church, Gorsley.

With no further business the meeting was closed at 20.56pm.

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Signed (Chairman)

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Date:

## Attachment 1

----- Original Message -----

From: Highways Complaints

To: Gorsley & Kilcot Parish Council

CC: Corporate Complaints Team

Date: 28/10/2021 14:51

Subject: Ref: Q2/21/COMP/HIGH FAO Cllr Warwick

Dear Cllr Nigel Warwick

Thank you for your letter dated the 27<sup>th</sup> September 2021 and for bringing to our attention your concerns. We are grateful to those who report their concerns to us as keeping our roads safe is our top priority.

You highlighted the early collaboration between the Highways Team and the Parish Council in advance of the scheme which is a great example of partnership working and really beneficial to us as a team to have that local input. As agreed there were gatemen in place on site to maintain access for residents within the works area at both ends of the site.

We managed to secure permission from National Highways (formally Highways England) to erect additional signs on the motorway to warn drivers of the closure, furthermore we had a number of advance 'Road Ahead Closed' signs along the road to try to eliminate HGVs turning around in villages.

We also installed additional signing and barriers at Kilcot Cross which included signs to say "No Turning For HGV'S Past This point".

We contracted a specialised traffic management company to signpost and to maintain the diversion route for the period of the closure. National Highways is responsible for the M50 and we are not permitted to divert traffic on the motorway.

To ensure the safety of pedestrians, road users and our workforce no vehicular access was permitted on the section of the road we were working on. The road closure was in place 24/7 as the excavations were across the length of the carriageway.

Our Streetworks team co-ordinate with neighbouring authorities and National Highways when setting diversion routes. Permission is required to use a neighbouring authority road network.

This scheme was challenging to manage and there were many different elements of works that needed to be brought together to facilitate a cohesive management plan. We use skilled specialists to help deliver this but with the best will in the world there are times when congestion arises as a result of the limitations imposed during the construction phase of a highway improvement scheme. We do our best to minimise this congestion, complete works in a safe and practical manner, with the belief that the improvements deliver a long-term benefit that outweighs the short-term disruption the construction period can lead to. Please be reassured that we will carry out reviews to help us to continuously improve our service.

In accordance with our corporate complaints policy, if you are not satisfied with the outcome of the Stage 1 investigation, you may request a Stage 2 review. If you wish to request a Stage 2 review, please contact the Corporate Complaints team and give clear details of which aspects of the Stage 1 investigation you are dissatisfied with and your reasons for this (for information, this would not refer to an outcome being unsatisfactory to yourself, but the specific reasons our response was unsatisfactory as a response).

To do this, please contact the Corporate Complaints team on:

Email: [corporatecomplaintsteam@gloucestershire.gov.uk](mailto:corporatecomplaintsteam@gloucestershire.gov.uk)

Letter: Corporate Complaints  
Gloucestershire County Council  
Shire Hall  
Westgate Street  
Gloucester  
GL1 2TG

Kind regards,

**Craig Llewellyn**  
**Assistant Engineer - Infrastructure**  
**Highways Commissioning Team**