

Gorsley & Kilcot Parish Council

Minutes of the Ordinary meeting of the Parish Council

Held virtually on Monday 6th July 2020 at 7:30pm via Zoom Conference Call¹

Present:

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

Officers: Arin Spencer (Parish Clerk and RFO)

18 **Apologies for absence** received from Cllr John Barker.

19 **Declarations of interest and requests for dispensation.** None.

20 **Minutes** of the meeting held on 18th May 2020 had been circulated. Council **resolved** unanimously that the Chairman should sign the minutes dated 18th May as a correct record.

21 **Matters arising** (for information only)

The Clerk reported that all components of the Community Speedwatch Kit had now been delivered and would be handed to the Chairman later in the week for safekeeping.

22 **Reports** from County and District Councillors (if available) – none received.

23 [NALC Risk Assessment for COVID-19](#)

The NALC Risk Assessment for COVID-19 was noted but councillors felt it was mostly applicable to much larger councils.

24 Noted the [ACRE Guide to Rural Community Resilience](#)

25 **Community Emergency Plan**

The need to include pandemic procedures in the Emergency Plan was discussed.

Action: All members to review the Emergency Plan and send any suggested amendments to the Clerk ahead of the next meeting.

26 **Kilcot Common**

During a discussion on the overgrown state of Kilcot Common the following points were made:

- A nearby resident has been mowing a section of Kilcot Common for years.
- The undergrowth is now winning the battle and it is increasingly difficult to mow.
- The area being mowed keeps shrinking and is a lot less than it once was.
- The 'pond' down towards the road at Kilcot Common is not a pond but a scrape.
- It needs a grid so that what goes down the hole and under the road does not block it.

It was agreed that once the trees on Kilcot Green have been sorted out, what remains of that budget can be reallocated to work needed on Kilcot Common.

¹ In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

27 **Kilcot Wood: Tree Safety Inspection**

Resolved unanimously to appoint B J Unwin Forestry Consultancy to undertake a tree safety inspection of Kilcot Wood in September 2020 at a cost of £250 plus VAT.

28 **Replacement of parish noticeboards**

Kilcot Cross

The door of the Kilcot Cross noticeboard was ripped off its hinges (while closed) during June, possibly by the wind. The glass was remarkably still intact. Cllr Warwick has done a quick fix to get the door back up, but a more lasting repair (or replacement) is needed.

Kilcot Green

Cllr Warwick still needs to get some boards cut for the Kilcot Green noticeboard. New posts will also be required as the old ones are rotted out.

Christ Church

The noticeboard at Christ Church is oak as are the posts so it should last for a few more years. It could do with a strip of lead across the 'roof' section.

29 **Highways / PROW Matters**

The B4221 from Conigree Road to Bradfords Lane will be closed nights from 6 – 13 July for resurfacing. Signposting of alternative routes is not clear. There is a small sign at the intersection of the B4221 and B4222. HGV vehicles may have difficulty if they get to the closed section and need to turn around. This will serve as a dress rehearsal for the closure of the B4222 which is likely to be in August.

30 **Oxenhall Lane Ford**

Cllr Price updated members on attempts to have the new footbridge on footpath GGK5 relocated to alongside the ford. Progress has stalled.

- PROW have indicated that extinguishment of the footpath will be costly, and it would need to be proved that nobody is using it.
- Local Highways Manager, Andrew Middlecote, has been to view the bridge at the Clenchers Mill ford and has shared photographs with his colleagues.
- He has also agreed to talk to his structural colleagues about moving the footbridge.

Action: Clerk to follow up with County Cllr Will Windsor-Clive.

31 **Cyber and/or Data Breach Response insurance**

Following a brief discussion, it was agreed that there was insufficient risk (as the parish council holds very little personal data) to justify the cost of taking out cyber and data breach insurance.

32 **Planning decisions noted**

P1882/19/FUL	Ford Farm Poultry Sheds, Ford Lane, Kilcot	Granted permission
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33 **Planning applications considered**

P0057/20/DISCON	Briery Hill House, Briery Hill Lane, Kilcot GL18 1NH Discharge of conditions 03 (Details of eaves, windows, doors, gutters, cills, opening and fixed lights), 04 (Joinery details) and 05 (brick, flooring and roof slate details) relating to planning permission P1388/19/LBC. Resolved: No comment
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P0750/20/FUL	Brookfield Cottage Sterrys Lane Gorsley HR9 7AH Erection of a two-storey extension with associated works. Resolved: No comment.
P0816/20/FUL	Tree Tops Stony Lane Kilcot Newent Gloucestershire GL18 1NL Erection of a single storey rear extension. Demolition of existing conservatory. Resolved: No comment.

34 **Planning Enforcement**

EN/0078/20 Land at Kilcot Cross

The Chairman reported that:

- the planning meeting, where this enforcement matter will be considered, was scheduled to take place on 7 July and could be watched live on Facebook.
- the enforcement officer dealing with the case had reiterated that any planning application for the site would be opposed by Forest of Dean District Council (FoDDC).
- Severn Trent had been on site recently looking at putting in a water connection which would involve stop-and-go traffic lights on the B4221 were they to go ahead.
- the owner seemed to intend to ignore all instructions to cease works on the land and there was very little else FoDDC could do about it at this point in time (the enforcement process needed to run its course).

35 **Staff Matters**

35.1 **Resolved:** approved clerk's salary schedule for 2020/21 (hourly rate adjusted to the National Joint Council pay scale figure for 2019/20).

35.2 **Resolved:** approved and signed amendment to monthly standing order instruction reflecting the above change to Clerk's monthly salary for 2020/21

36 **Financial Matters**

36.1 Noted bank balance as at 31/05/2020 £ 14,576.56

36.2 **Resolved:** Approved Bank Reconciliation as at 31/05/2020 £ 14,231.98

36.3 **Resolved:** Approved the following expenditure

DESCRIPTION	CHQ NO	POWER	BUDGET	AMOUNT
Salary Adjustment	100032	LGA 1972 s.112(2)	Staff Costs	£ 44.96
Speedwatch Kit	100033	LGA 1972 s.137	Gen reserve	£ 172.05
Christ Church Gorsley	100034	LGA 1972 s.111	Room Hire	£ 260.00

36.4 **Resolved:** Noted and approved the following payments already made

DESCRIPTION	CHQ NO	POWER	BUDGET	AMOUNT
Staff Salaries (May)	SO	LGA 1972 s.112(2)	Staff Costs	£ 196.16
Staff Salaries (Jun)	SO	LGA 1972 s.112(s)	Staff Costs	£ 196.16

37 Items for the September meeting agenda - none

38 Date and time of next meeting **Monday 7th September 2020 at 7:30pm**
Via Zoom video conference call

With no further business the meeting was closed at 20:14pm.

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Signed (Chairman)

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Date: