

# BLAISDON PARISH COUNCIL

Clerk to the Council: Anthony Hughes, 4 Mountain View, Ruardean, Gloucestershire, GL17 9YT  
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## Minutes of the Parish Council Meeting held in Blaisdon Village Hall, Blaisdon Wednesday 16 November 2016

Those attending: Cllr. Stuart Gent (Chair)  
Cllr. Richard Boyles (Vice Chair)  
Cllr. Kevin Baker  
Cllr. Eve Tonks  
Cllr. Sam Spencer

Mr. Tony Hughes Clerk

Also present: Cllr. Dave East (Observer)  
1 Member of the Public

Apologies for Absence County Councillor Brian Robinson (Observer)

### 48. Health and Safety Procedure

The attention of those present was drawn to the procedures for evacuation of the premises in the event of an emergency.

### 49. Declarations of interest

There were no declarations of interest.

### 50. Public Forum

A Member of the public present drew attention to a property on Nottwood Hill which had planning permission as a holiday let but appeared to be occupied as a full time residence and that it appeared at least one business was being operated from the premises. Members agreed that the attention of the Forest of Dean District Council be drawn to this matter.

A further issue was also raised in relation to the use of the Gatekeepers Cottage and Councillor David East agreed to follow up the matter with the Forest of District Council Enforcement Officer.

Members agreed to vary the order of the agenda by bringing forward item 9 Public Rights of Way and Common Land Issues including Nottwood Hill.

Concerns were expressed in relation to the creation of unauthorised access onto common land and a secondary access had been created from the property named Priestley's to Alfred House.

There were also additional highway issues relating to Nottwood Cottage. The Chair commented that he had received complaints in relation to a Post Office vehicle using the track to the cottage which was a designated footpath/bridleway. The Chair commented that he would undertake a site inspection before recommending any further course of

action and also if necessary seek the advice of the Open Spaces Society (of which the Council was a member) in relation to this and other common land issues.

#### **51. Minutes – 19 October 2016**

##### **RESOLVED**

That the minutes of the meeting held on the 19<sup>th</sup> October 2016, be approved as a correct record and signed by the Vice Chair.

#### **52. Reports from County Council and District Councillors**

##### **(i) County Councillor Brian Robertson**

Councillor Robertson, having presented his apologies for the meeting, there was nothing to report on this occasion.

##### **(ii) District Councillor Dave East**

Councillor East reported the following matters and also comments of Members were made

- Barnwood Trust – attention was drawn to the Trust and the availability of grant aid for community projects. The Chair suggested the possibility of considering funding for the provision of a ramp to access the Village Hall which would be a matter for the Hall Committee to consider.
- Watercourses Leaflet – a leaflet on landowner responsibilities for watercourses was circulated.

#### **53. Clerk's Report and Correspondence**

There was no correspondence to report on this occasion.

#### **54. Web Site Development and Transparency Code Funding Application**

The Clerk circulated a draft document setting out the Parish Council's specification and requirements for Web Site Development in order to meet its statutory requirements in relation to the Transparency Code. A minimum of three companies would be invited to submit a quotation based on the specification and the results reported to the next meeting. The Clerk also reminded Members that grant aid was available in the current financial year and that an online application would be prepared for submission to the Gloucestershire Association of Town and Parish Councils who were acting as agent for Government grant aid applications.

The Clerk drew attention to a GAPTC networking meeting on 7 December 2016 and suggested that it would be beneficial for him to attend particularly to share information on web site development. Members agreed to the Clerk's attendance at a cost of £20.00 to be met from the provision for training in the current year's budget.

##### **RESOLVED**

**That a further report on Web Site Development be submitted to the next meeting of the Parish Council and the Clerk's attendance at the GAPTC networking event on the 7 December be approved.**

**55. Finance**

**(a) Financial Report for period October 2016**

The Clerk presented a financial report for the month of September 2016 which showed an operating balance of £4701.29 as at 31 October 2016. The report was noted.

**(b) Invoices for payment and cheques for issue**

Members agreed to the payment of an invoice received from Grant Thornton for an Auditor's fee of £30 and the issue of a cheque 000458.

The payment of the Clerk's salary as set out in the agenda was deferred.

**56. Publics Rights of Way and Common Land Issues including Nottwood Hill**

This matter had been considered earlier in the meeting.

**57. Budget Preparation for next Financial Year 2017 - 2018**

The Clerk presented a draft budget for the next financial year 2017–2018.

The draft budget was noted and further consideration be given at the next meeting of the Parish Council.

**58. Any Other Business**

**Walking of Dogs on Public Footpaths**

The Chair drew attention to an issue that had been raised by a Parishioner in relation the walking of dogs on a public footpath which was actually located in the Parish of Westbury. He had passed on information in relation to good practice to the person concerned and the matter would be referred to Westbury on Severn Parish Council.

**Tanhouse Farm – Obstruction to Public Footpath**

Details of this matter to be referred to the Clerk in order for further action, if necessary, to be considered.

**Defibrillator**

The possibility of a possible grant application from the Forest of Dean District Council to be considered.

**59. Date of Next Meeting – Wed.14 December 2016 at 7.45 pm**

Meeting commenced: 7.45 p.m.

Meeting finished: 8.45 p.m.

Signed:.....Chairman.

Date:.....2016