

# 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 14 December 2016

Those attending: Cllr. Stuart Gent (Chair)  
Cllr. Kevin Baker  
Cllr. Sam Spencer

Mr. Tony Hughes Clerk

Also present: Cllr. Richard Boyles (Vice Chair)  
Cllr. Eve Tonks

Apologies for Absence Cllr. Dave East (Observer)  
County Councillor Brian Robinson (Observer)

### 60. 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.

### 61. Declarations of interest

There were no declarations of interest.

### 62. Public Forum

There were no members of the public present.

### 63. Minutes – 16 November 2016

#### RESOLVED

That the minutes of the meeting held on the 16<sup>th</sup> November 2016, be approved as a correct record and signed by the Chair.

### 64. Reports from County Council and District Councillors

There were no reports on this occasion.

### 65. Clerk's Report and Correspondence

The Clerk reported receipt of a letter from the Open Spaces Society dated 2 December 2016 highlighting some of the cases that the Society were currently involved in across England and Wales and inviting the Parish Council to support the Save Our Spaces appeal. Notwithstanding the work that Society and the advice it provided, members

considered that in view of the Parish Council's small budget and its population size, no contribution to the Appeal be made over above the current subscription.

The Clerk also reported that he had attended the GAPTC networking meeting on 7 December 2016 and useful advice had been received in relation to a number of matters including web site development, new regulations relating to Pension's registration and the Council's responsibility as an employer, (the Parish Council's staging date being 1 May 2017) and other matters shared among Parish Councils.

**66. Planning Application – Tan House Farm (The Old Tannery), Blaisdon. Removal of condition (08) holiday let management of planning permission P1660/16/FUL**

The Parish Council considered the proposal to remove condition (08) holiday let management of planning permission P1660/07/COU. The Parish Council resolved to object to the proposal to remove the condition on the following grounds.

**RESOLVED**

**That Forest of Dean District Council be informed the following:**

**The Parish Council reiterated its concerns in respect of the planning policies in granting consent for holiday accommodation. Where consent has been granted for a holiday let, the Parish Council consider that use of the property should be for the purpose for which it was intended in accordance with the original planning permission and the intention of any conditions attached. In the circumstances of the current application, the Parish Council see no reason why condition 08 should be removed.**

**67. Web Site Development and Transparency Code Funding Application**

At its last meeting the Parish Council had considered a specification for the provision of a Parish Council web site for the invitation of quotations from a minimum of 3 web site providers. The Clerk reported quotations received from the following providers and highlighted comparisons

- Parish Council Web Site
- 2 commune
- OSIS

A fourth local company, AR Website Design of Cinderford had also been invited to e mail a quotation but no response had been received.

On the basis of the quotations received; the options available from each provider; the size of the Council's budget; the size of the Parish and activities within it; and it already being acknowledged that the Council required a 'basic' site, it was agreed that the quotation submitted by Parish Council Web Site be accepted which primarily would provide the following:

- An initial one off cost for setting up a basic web site providing up to 8 pages £299
- Inclusion within the cost of a domain name
- The current annual cost of maintaining the site £120 pa

The Clerk advised that Parish Council Web Site would also undertake an initial upload of content to the basic site at a cost of £150 and the Clerk recommended, and Members agreed, that a year of Historical data ( i.e. agendas, minutes and financial information) be added at a cost of £150.

The Clerk advised that an application for funding towards the cost of setting up the web site would be submitted via GAPTC, this to include grant aid towards the following:

- Web Site Set up cost
- Web Site Monthly Cost
- Purchase of a lap top computer owned and dedicated to Parish Council use
- Computer Software (e.g. Microsoft Office)
- Printer and Scanner (combined) owned and dedicated to Parish Council use

Members agreed that notwithstanding the possibility of grant aid if approved, the quotation from Parish Council Web Site be accepted the initial costs of set up, and up load of historical data to be met from reserves and that inclusion be made in the budget for 2017/2018 and future years for annual cost of maintaining the web site.

## **RESOLVED**

- (1) **That the quotation from Parish Council Web Site be accepted, the initial costs of set up, and up load of historical data to be met from reserves and that inclusion be made in the budget for 2017/2018 and future years for annual cost of maintaining the web site.**
- (2) **That an application be prepared for grant aid from the Transparency Fund administered through GAPTC towards set up cost of the Web Site and future purchase of soft ware and hardware dedicated to Council use as outlined above.**

## **68. Finance**

### **(a) Financial Report for period November 2016**

The Clerk presented a financial report for the month of November 2016 which showed an operating balance of £4671.36 as at 31 November 2016. The report was noted.

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

Members agreed to the payment of an invoice received from GAPTC of £20 and the issue of a cheque 000459 for the networking course attended by the Clerk on 7 December 2016.

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

## **69. Defibrillator for Village**

The Chair advised that the Village Hall Committee would be giving further consideration to the possibility of providing a defibrillator in the village located at the Village Hall. There was the possibility of grant aid from the Forest of Dean District Council towards the cost of providing the facility. If the use of the BT telephone kiosk located in the village was a possible alternative option in the event of it no longer being used as a telephone box, there was the possibility of seeking assistance through the Community Heartbeat Trust. However whilst in general there was in principle support for such a provision, consideration also needed to be given to the on going maintenance costs and the cost of providing the facility in such a small community compared statistically to its probable use.

The Parish Council deferred consideration pending further consideration by the Village Hall Committee.

**70. Budget Preparation 2017- 2018 – Approval of budget and recommended precept**

This item was deferred to the next meeting. The deadline for the submission to the Forest of Dean District Council of a recommended precept was 31 January 2017.

**71. Any Other Business**

**Land in the vicinity of Priestlays, Nottwood Hill**

Issues were raised in connection with ongoing works to remove hedges and other site clearance of land in the vicinity of the property named Priestlays. The Chair agreed to undertake a site inspection over the forthcoming weekend to investigate any possible issues that may be arising with regard to possible access to Common land.

**72. Date of Next Meeting – Wednesday 18 January 2017 at 7.45 pm**

Meeting commenced: 7.45 p.m.

Meeting finished: 8.30 p.m.

Signed:.....Chairman.

Date:.....2016