

# 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 18 October 2017

Those attending:	Cllr. Stuart Gent (Chair)	
	Cllr. Kevin Baker	
	Cllr. Richard Boyles	
	Mr. Tony Hughes	Clerk
Also present	County Councillor Brian Robinson (Observer)	
Apologies for Absence	Cllr. Eve Tonks	
	Cllr. Sam Spencer	
	District Councillor Dave East (Observer)	

### 32. 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.

### 33. Declarations of Interest

There were no declarations of interest by Members present at the meeting.

### 34. Public Forum

No members of the public present

### 35. Minutes – 12 July 2017

#### RESOLVED

That the minutes of the meeting held on the 12 July 2017, be approved as a correct record and signed by the Chair.

#### Matter arising – Survey of Drains in the Village (Minute No. 31 refers)

The following actions were agreed to progress the implications of the Drains Survey Report

- County Councillor Brian Robinson indicated that he would resend the Drains Survey report to the Chair.

- Councillor Richard Boyles undertook to speak to the District Council's solicitor concerning the legal position and responsibilities of the Parish Council having knowledge of the content and implications of the Report.
- The Chair undertook to draft a letter to local residents whose properties were affected by the Drains Survey with a view to local residents being asked to investigate themselves discharge from their properties. A briefing meeting with local residents affected would be arranged towards the end of November and local residents would be given until 31 January 2018 to complete their investigations and to individually indicate the course of action each would be taking as appropriate by 16<sup>th</sup> February 2018. All members of the Council would be consulted on the content of the draft letter which would be delivered to all properties affected and signed in the name of the Clerk on behalf of the Council.

### **36. Reports from County and District Councillors**

County Councillor Brian Robinson informed the Parish Council on the following matters:

- Electoral Review of Forest of Dean: the Local Government Boundary Commission was currently undertaking consultation on the draft recommendations for new electoral arrangements. The deadline for comments was 6 November 2017. One of the recommendations was to reduce the number of District Councillors from 48 to 38 members.
- Road Safety Campaign to be launched on 1 October 2017 and Parish Councils were encouraged to support and advertise locally. Social Media was also being used to convey the message for greater awareness of potential hazards on Forest roads and it was intended to engage the whole community.

### **37. City Clerk's Report and Correspondence**

The Clerk reported the following:

- A Parish and Town Council Liaison meeting was being held on Thursday 26 October 2017 at the District Council offices, Coleford. The meeting had been convened by Councillor Paul Hiatt, Cabinet Member for Communities and Parish and Town Councils, Community Safety including Health and Wellbeing.
- As also referred to by County Councillor Robinson, the current consultation in respect of new electoral arrangements and the deadline for comments.

### **38. Audit for the Year Ended 31 March 2017**

The Clerk reported receipt of the External Auditors Certificate (Grant Thornton) approval to the accounts for the year end 31 March 2017.

The Clerk drew attention to one matter affecting the Auditor's opinion who had asked in future the Authority must ensure that the Annual Return is approved and published to allow for the proper provision for the exercise of public rights in accordance with the Regulations and proper practices.

The Clerk also drew attention to another matter which had not affected the Auditors opinion; unpresented cheques amounting to £2,561.92 had not been included as expenditure for 2016/17 resulting in an overstatement of the balance carried forward by this amount.

**RESOLVED**

That the report be noted and appropriate action be taken in the future.

**39. Finance**

**(a) Financial Report for July to September 2017**

The Clerk presented a financial report for the months of July, August, and September 2017 which showed an operating balance of £5713.40 as at 1 October 2017.

**(b) Invoices for Payment**

The following payments were agreed and cheques authorised:

Cheque 470	Mrs S Fowler Audit Fee £50.00
Cheque 471	Open Spaces Society Subscription 2017/18 £45.00
Cheques 472	Blaisdon Village Hall Room Hire April, May, June £44.00

**(c) Clerk's Salary**

Deferred for report to next meeting

**40. Any other urgent business**

None

Meeting commenced: 7.45 p.m.

Meeting finished: 8.30 p.m

Signed:.....Chairman. Date:.....2017