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## FREETHERNE WITH SAUL PARISH COUNCIL

Minutes of Fretherne with Saul Parish Council Meeting held at Saul Memorial Hall at 7:30pm on 21st July 2021.

**Present:** Cllrs C Bartlett (Chairman), B Findlater, R Findlater, C Bierer, P Van Der Hooft, A Lever, P Rogol, Clerk K Brown

**In attendance:** County Cllr Stephen Davies

**Register of General Public attending meeting:** Two members of the public attended.

### Agenda

010721 To receive apologies for absence – District Cllr J Jones

020721 **Declarations of Interest on the Agenda - None**  
Register of Interests: None

030721 **To approve the minutes of the meeting held on 30th June 2021 and the EO meetings held on 21st June 2021 and 7th July 2021 as a true record.**

30th June 2021 – Proposed by Cllr C Bierer, seconded by Cllr R Findlater with all in favour

21st June 2021 – Proposed by Cllr P Van Der Hooft, seconded by Cllr A Lever with all in favour

7th July 2021 – Proposed by Cllr P Rogol, seconded by Cllr R Findlater with all in favour

040721 **To receive a report from County Councillor Stephen Davies.**

**It's beginning to wind down a little bit at both County and District Council but this morning, at cabinet, we approved the Communities Grant Fund. You may remember, we had one about four years ago which was about £30,000 which was spent on community projects, I'm sure Astrid applied for some\*\*;** this time we have approved £40,000 to spend so I would encourage you to put some thoughts through for any community projects that you think might need some funding and that will run over the next four years but I would encourage you to go early not late as certainly from a personal perspective I would like to allocate the money out so there will be reticence to spend it rather than hang on to it **and that's for all the parishes from Slimbridge up to Hardwicke including Hunts Grove.**

County Council has also launched a £200,000 digital Community Fund, the idea behind this is to help those people who have struggled to get connected to the internet and equivalent and they have increased the fund to help with that so again, if you know any clubs or schools or projects who could do with help from that there is a process for that as well.

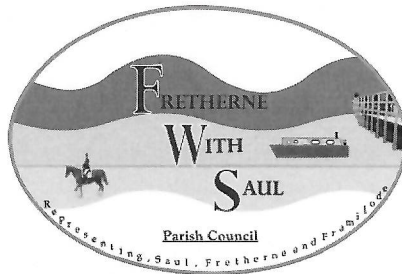
At District Council, I always bring this to the attention of District Councils because I sometimes think we all feel **that the District Council doesn't do enough when it comes to enforcement** and I closely believe that to be true, but they did prosecute somebody at Bisley for burning waste and they did get fined for that; it is good to see when **they do actually follow up, I have to say I don't think it is frequent enough.**

I will give you an update on where we are with the local planning process, if you remember the Local Plan was passed by Council before the elections which I think was probably incorrect but they did, it now goes to the Inspector as of midnight tonight, input to the inspector closes and I would then imagine we will have a public inspection process sometime either at the back end of this year or early next year which will also take some further input.

Generally, we are seeing a return to work across both County and District Council, we are being hit by this pingdemic that everybody is, forcing people to stay and work from home. Some departments are finding this more difficult than others so at District Council planning particularly some people do not have access to systems

Signed / Date

 18/8/21



which mean they have a backlog, other departments I think are handling this better. There is a growing concern the District Council is proving to be unresponsive, if you have any examples please contact me and let me know. We have been trying to monitor whether there is a real problem there or not.

I know John has sent some notes also about the meeting last night where he and I tried to get the decision made not to give planning permission to Smiths to dump, dump is probably technically the wrong word, dump soil behind the Fromebridge Service Station. We failed in that attempt and I have to say I think the flooding agency let us down by not objecting, I think the danger with that is facing water causing more flooding is a big enough plus to reject it. And that is really all I had to report and I am happy to answer questions.

Cllr B Findlater voiced concerns re flooding resulting from the dumping of soil behind Fromebridge. County Cllr Davies answered "**so the planning application was not opposed by the Environment Agency and they are going to put in a subs pond which is supposed to be for surface water and then let it out at a regulated rate. Now that is fine as long as the entire area isn't flooded but I think all of us locally have seen that entire area flooded. No subs pond is going to make any difference if the entire area is flooded and that was our concern that it would actually cause, particularly further up the stream on the Frome. We think it would cause a problem, only time will tell.**" Cllr Findlater voiced further concerns regarding the Environment Agency understanding of local land drainage **seasonal issues especially. County Cllr Davies said that was why they had objected but unfortunately they didn't win the vote.**

\*\* In a previous role as Committee member of Friends of Wick Court Farms for City Children, Astrid Lever applied for funding for a new car park. This was granted.

050721

**To receive a report from District Councillor John Jones which was emailed to the Clerk.**

There is not a lot to say from the SDC point of view. Staff are gradually returning to work at the Mill from working at home, but several are isolating due to being "pinged" by the NHS track and trace.

Stephen and I were unsuccessful in our attempt last night to get the planning application to fill in the old gravel pit behind Fromebridge Service Station with 57000 cubic metres of soil for "agricultural land improvement" deferred or refused. Our arguments centred on road safety and flooding issues, but, as neither Highways nor the County Flood Authority had any problems, subject to conditions, the application was approved by a majority decision.

060721

**To respond to the questions raised by a member of the public at the last Parish Council meeting on 30<sup>th</sup> June 2021 and by email on 29<sup>th</sup> June 2021.**

The questions raised in public question time at the meeting on 30<sup>th</sup> June 2021 and by email, the parish council have now responded to both by letter.

070721

**Public Question Time**

A member of the public asked four questions as follows.

**You have now shared with us your solicitor's response and advice in relation to our complaint. Are you deeming this as your formal outcome as we believe this was legal advice issued to you to assist you in your process. It is therefore unclear where we are in your complaint's process and we therefore deemed it appropriate, given the lack of clarity, to submit an appeal.**

We have not yet received a response to our concerns relating to the retrospective production of minutes and meetings pertaining to an extra-ordinary meeting said to have taken place in January 2021 [but referenced and dated in April]. **So that's an outstanding response.**

In relation to our Freedom of Information request, which you will be aware that we modified in places from your initial feedback, we acknowledge that you are now relying on legal privilege not to respond accordingly and whilst initially your justification was around administrative costs and time scales. However, given that you now confirmed that you have received complaints regarding access issues, we would once again ask for details of any complaints received and obviously we understand any complaints would be copied to us and redacted in terms of personal information.

And finally, this is a fairly recent one, we are kind of sort of concerned and would like to raise issues in relation to GDPR as recent correspondence that we have received from the parish council appears to have been generated, and we can only presume therefore stored, on Wincanton IT accounts which again seems rather unusual and maybe something that I would be keen to understand the rationale behind.

080721

**Planning Applications**

Application Number: S.21/17/18/HHOLD

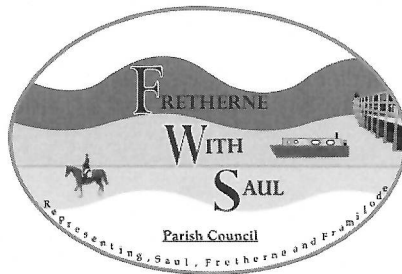
Location: Alpha Cottage, Moor Street, Saul, Gloucester

Description: Replacement single story extension to rear.

Council made no comment.

Signed / Date

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Application Number: S.21/1518/FUL  
 Location: St Peters Church, Framilode, Gloucester  
 Description: Replacement of fence

Council made no comment.

**Planning Applications Awaiting Decision**

Application Number: S.21/0026/FUL  
 Location: Land Adjacent to Lion House, High Street, Saul  
 Description: Construction of 2 dwellings and associated landscaping works  
 Respond by date: 04.02.21

**Permissions granted**

Application Number: S.20/2777/FUL Dunstalls Farm, Arlingham Road, Saul  
 Description: Revised replacement barn and change of use from agricultural building to additional office accommodation, with associated works  
 Decision: Permitted

Application Number: S.21/0818/HHOLD  
 Location: The Old Vicarage, High Street, Saul, Gloucester.  
 Description: Erection of new cart shed. Resubmission of withdrawn application S.20/2664/HHOLD.  
 Decision: Permitted

**Permissions Refused**

Application Number: S.21/1279/FUL Land to the rear of 7 Sandfield Crescent, Church Lane, Saul  
 Description: T1 – Retention of garage building and gym outbuilding and change of use to part domestic and part equestrian (retrospective) (resubmission of S.20/1919/FUL)  
 Decision: Application Refused

**Applications Withdrawn – None**

090721

**To discuss any correspondence received**

Further emails have been received regarding the previous FOI request and Complaint. Responses have now been sent. An appeal re the decision on the Formal Complaint has been received.  
 An FOI request has been received from a member of the public. This is currently under review.  
 Offers have been made with regards to the on-going Appeal over the Land Tribunal case. These are considered and responded to as needed. Details cannot be discussed at an open meeting due to the on-going discussion.  
 A member of the public has reported that the hedge around Nirvana, situated on the corner of High Street and Passage Road, is overgrown and walkers are having to walk into the road to avoid getting scratched.  
**Action: Clerk to write to the homeowner to advise of situation and request the hedge be trimmed back.**  
 An email has also been received reference the overgrown hedge at Black Rabbit Cottage, Framilode protruding into the carriageway. This is causing road users to negotiate what is already a narrow stretch of road further over than would normally be acceptable.  
**Action: Clerk to contact Highways to look at the hedge and make recommendations.**

100721

**To receive an update on the repair and maintenance of the phone box/defib housing.**

The work on the phone box has been delayed due to commitments the volunteer has but will begin when the weather cools, it will definitely be done.

110721

**Finance:**

**To approve the following payments in accordance with the budget.**

Supporting documents have already been sent to councillors.

Payee	For	Amount
Admin costs	Inc. clerks wages, postage and stationary	£333.75
Freeths	Legal advice re Letter of Complaint inv252314	£408.00
Came & Co	Insurance	£825.83
Severn Grass Services	Grass cutting July 21 – Inv 781	£196.20

Payment to Severn Grass Services not to be issued until the end of the month as includes cost for a cut on the 28<sup>th</sup> July 2021.

Signed / Date

*CB* 15/8/21



Proposed by Cllr A Lever, seconded by Cllr P Van Der Hooff with all in favour.

**Cheques written out and payments between meetings –**

HMRC	£84.00
Water Plus – allotment water supply	£106.66

Proposed by Cllr R Findlater, seconded by Cllr C Bierer with all in favour

**To review and approve July's bank reconciliation.**

This has already been circulated to the councillors.

Proposed by Cllr P Rogol, seconded by Cllr A Lever with all in favour

**To review the Clerks recent hours.**

Clerks hours are to be reviewed at the annual review due in October. Chairman noted that he thought the Clerk should be compensated for the additional hours worked, this will be discussed when Clerk is not present.

120721

**Clerks Report**

Update on actions from previous meeting – the new insurance documents and asset list has been circulated to all councillors. A list of Roles and Responsibilities as well as any Appraisal Guidance has also been circulated. The Better Councillor Training has been followed up and will be covered in a minute later on the agenda. The bond agreed at a previous meeting being returned to a tenant has now been done minus the administration fee.

- An allotment holder has asked if they can dig a wildlife pond on their allotment. Size and safety measures stated. Impact on wildlife considered and safety concerns and associated liabilities and responsibilities discussed. Subject to satisfying on insurance and liability cover in place, council happy to authorise.

Proposed by Cllr C Bierer, seconded Cllr A Lever with all in favour.

**Action: Clerk to contact Came & Co re insurance cover, liability in the case of incident.**

Re the existing pond, Cllr A Lever asked for information on the history of the pond and whether a work party could be formed to renovate, possible Community Project. If necessary apply for funding from SDC funds.

- The two allotments that had got considerably out of hand and brought to councils attention in an email, they have now had people in and cleared both allotments, assuring the clerk that they will not be allowed to get into that condition again.

130721

**To receive a report from PCSO M Trebble**

Due to the change in date of meeting, PCSO Trebble is unable to attend but will endeavour to attend the meeting in September. No information supplied as to crime figures. Clerk has checked Streetcheck and no crimes listed for May.

Clerk advised that there has been a change in Neighbourhood Warden, the new one is unable to attend tonight due to holidays but hope to attend in September.

**Action: Clerk to remind PCSO Trebble and Neighbourhood Warden of meeting date.**

140721

**Memorial Hall, Playing Fields and Playground**

A meeting is yet to be arranged with representatives from the committee and the PC to discuss the provision of rubbish bins, upgrade of the CCTV and possible instalment of WIFI at the Memorial Hall.

**Action: Clerk to contact the Memorial Hall Committee to arrange meeting asap.**

150721

**To consider the quotations for the inspection of the playground equipment and approval of one quote.**

Quotes have been received for the inspection of all playground equipment presently on the Memorial Hall playing field have been circulated to the councillors. Cost and lead time was discussed, council decided to accept the quote from The Play Inspection Company this year but contact ROSPA Playsafe for future inspections.

Proposed – Cllr Bierer, seconded Cllr Rogol with all in favour.

**Action: Cllr Bartlett to confirm with inspection company and arrange dates for inspection.**

160721

**To discuss and approve the Asset List and Risk Assessment.**

At the meeting on 28.04.21 item 140421, the minimum value of items on the Asset List was to be amended to £500. At the meeting on 18<sup>th</sup> May the clerk pointed out that the noticeboards and bike stands fell below this nominal value but should remain on the Asset list. Discussed, asset list to remain as was prior to meeting on 28.04.21.

Proposed Cllr Lever, seconded Cllr R Findlater with all in favour.

Signed / Date

*C. Bartlett* 18/5/21



170721

**To discuss and approve work on the allotments clearing ground.**

- Area to the bottom of the allotments which is overgrown and space is being lost, two quotes have been received and circulated to councillors. Council accepted the quote from DJD Agri. Proposed Cllr Van Der Hooft, seconded Cllr Lever with all in favour
- At the meeting on 30<sup>th</sup> June 2021, the PC authorised the hiring of a skip to clear the remaining rubbish from allotments 12b and 13b and the Clerk to contact Community Payback to continue the work. For the CP team to attend they would also need the provision of a portaloos. Council approved the portaloos hire. Proposed Cllr C Bierer, seconded Cllr R Findlater with all in favour.

180721

**To review and discuss the continuation of register of The Ship public house as a Community Asset.**

The five year listing of The Ship as a Community asset is due to expire in August 2021. The CA application was originally applied for by the Parish Council. Clerk has confirmed that submitting the original forms would be permitted to renew the listing. Council agreed it should be renewed.

Proposed Cllr B Findlater, seconded Cllr Van Der Hooft with all in favour

**Action: Cllr Bartlett to resubmit the form and plan.**

190721

**To review, discuss and agree the Roles and Responsibilities of Councillors.**

The existing list of the Roles and Responsibilities was reviewed and Councillors volunteered for the various roles.

**Action: Clerk to update and circulate list for agreement at next meeting.**

200721

**To review and discuss Appraisal briefing.**

To discuss and review the Appraisal briefing. Cllr Bartlett has reviewed the National Joint Committee Term for employees of local council which steers around the appraisal process, review these guidelines.

**Action: Cllr Bartlett to circulate the appraisal process guidelines, to review and agree at next meeting.**

210721

**To discuss and agree a training programme.**

The Clerk has contacted the GAPTC regarding the group training session for all councillors, cost and numbers remains the same as previously quoted. Other parishes contacted have shown interest in attending. Cost and involvement of all FwSPC councillors approved.

Proposer: Cllr Van Der Hooft, seconded Cllr B Findlater with all in favour.

**Action: Clerk to agree dates with GAPTC, councillors and other PC's**

220721

**To discuss and consider connecting Gmail to Outlook, the cost implications of both the work involved and on-going.**

To discuss, consider and approve the ease and benefits of connecting Gmail to Outlook for the storing, archiving and recovery of documents and information. Basic similarities/differences between Gmail and Outlook discussed, if there was any benefit to making the change. Discussion to be continued at next meeting.

**Action: Clerk to look into how to recover information from iCloud, physical size storage and cost to expand memory, and other features of Gmail/Outlook.**

230721

**Meeting closed at 21:10pm, the date of next meeting is 29<sup>th</sup> September 2021.**

Signed:

*Members are reminded that the Council has a general duty to consider the following matters in exercising any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health & Safety and Human Rights.*

Signed / Date

*C Bartlett* 18/8/21