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## FREETHERNE WITH SAUL PARISH COUNCIL

Minutes of Fretherne with Saul Parish Council Extra Meeting held at Saul Memorial Hall at 7:30pm on 26<sup>th</sup> April 2023.

Present: Cllr Lever (Chairman), Cllr B Findlater (Vice Chairman), Cllr Bierer, Cllr Jeffries, Cllr van der Hooff, Cllr Cobb, Clerk K Brown

In attendance: Cty Cllr S Davies,


Register of General Public attending meeting: one

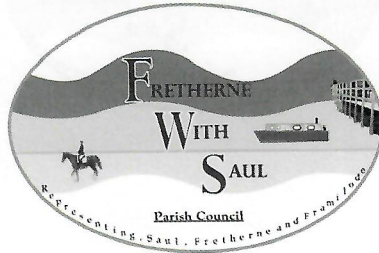
Please be respectful of the proximity to other people attending the meeting and take relevant steps to respect their welfare.

### Agenda

- 010423** To receive apologies for absence - District Councillor J Jones, Cllr Wynn
- 020423** Declarations of Interest on the Agenda - None
- 030423** To approve the minutes of the meeting held on 29<sup>th</sup> March as a true record.  
Proposed, seconded with all in favour
- 040423** **Public Question Time**  
Member of the public began by congratulating the Parish Council on their recent flower seed distribution, it is a great idea and has been well received. Concerns were raised around the planning application on Passage Road: the footprint seems to be larger than the original building, additional hard standing and the impact this might have on water levels and flooding in the area.
- 050423** To receive a report from County Councillor Stephen Davies.
- County Council have had £4,000,000 allocated to repair potholes; there are 18 teams on the Gloucestershire roads daily repairing the potholes. There will also be some work to redress the lack of resurfacing on minor roads around the county.
  - Local Highways Manager, with Cty Cllr Davies support, is chasing a long term fix for the barriers along Moor Street. No review date scheduled as yet. This will not be fixed quickly but the ambition is to do a more permanent fix.
- 060423** To receive a report from District Councillor John Jones.  
In Dist Cllr J Jones absence, Cty Cllr Davies gave a District report.
- The Local Plan review is continuing; it will need changes before being approved. This may impact on future planning development in the Whitminster area.
  - Full District Council meeting scheduled for the 27<sup>th</sup> April
- 19:50 Member of the Public left the meeting
- 070423** **Planning Applications**  
**Application Number:** S.23/0684/HHOLD  
**Location:** 1 Garden Cottages, Framilode Passage, Saul, Gloucester.  
**Application Type:** Householder Application  
**Description:** Erection of single storey rear & double storey side extension.  
**(Resubmission of S.22/0803/HHOLD)**  
**Respond by date:** 26.04.2023 extended to 28.04.23

Signed / Date

 24/05/23



No objection

**Application Number: S.23/0582/FUL**

**Location:** Land West Of Bibury House, Framilode Passage, Saul, Gloucestershire.

**Application Type:** Full Planning Application

**Description:** Barn conversion to one dwelling.

**Respond by date:** 23.04.2023 extended to 28.04.23

An objection raising concerns of impact on water levels and flooding in the locality will be posted on Stroud District Council website.

Proposed, seconded with all in favour

**Planning Decisions**

**Application Number:** S.23/0294/HHOLD 25 Passage Road, Saul, Gloucester, Gloucestershire.

**Description:** Two storey rear extension

**Decision:** Approved

**Application Number:** S.22/1202/FUL Site for Proposed Livery Yard Associated With Dunstalls Farm, Arlingham Road, Saul,

**Description:** Construction of livery yard with associated parking and paddocks (Resubmission of S.22/0331/FUL)

**Decision:** Awaiting Decision

20:00 Cty Cllr Davies left the meeting

**080423 To review and approve the end of Financial Year Accounts and Bank Reconciliation 2022 - 23**  
The accounting spreadsheet and bank reconciliation forms have been circulated to the Councillors prior to the meeting for their review.  
Proposed, seconded with all in favour

**090423 To approve the Annual Governance and Accountability Return 2022/23 and Certificate of Exemption**  
The Annual Governance and Accountability Return (AGAR) 2022/23 Form 2, including the Certificate of Exemption, has been circulated to the Councillors for their consideration prior to approval at the meeting.  
Proposed, seconded with all in favour

**100423 To discuss and approve the revised copy of the Town and Parish Council Charter and Protocols issued by Stroud District Council**  
A revised copy of the draft Charter sent out in 2022 has been issued with Protocols, Councillors to discuss with a view to approving adoption, clarification on the domain email have been circulated.  
Councillors agreed to adopt the revised Charter  
Proposed, seconded with all in favour

**110423 To note correspondence received**  
Enquiry re the Bee Square'd envelopes from another Parish Council have been responded to with details of suppliers.  
Further letters/emails have been received from members of the public regarding repayment of costs following the Land Tribunal and Appeal.  
A Subject Access Request has been made from members of the public, a reply has been sent.

20:26 Cllr Jeffries left the meeting

**120423 Finance: To approve the following payments in accordance with the budget. Supporting documents have already been sent to councillors.**

Payee	For	Amount
Clerk	To inc April and stamps	£409.80
DJD Davies	Balance for second invoice of 2022 verge contract	£42.44
GAPTC	Training – Data Protection pt 2 & pt 3	£60.00

Proposed, seconded with all in favour

**To ratify payments made between meetings –**

Water Plus Feb '23	Allotments	£34.92
GAPTC	Training Data Protection pt 1	£30.00

Proposed, seconded with all in favour

Signed / Date



**To review and approve April 2023 bank reconciliation and accounts.**

These have already been circulated to the Councillors  
Proposed, seconded with all in favour

130423

**To consider Parish Council attendance at future Memorial Hall meetings.**

The Memorial Hall Chairman has confirmed that a member of the Parish Councillor is welcome to attend future meetings of the Memorial Hall Committee. To discuss how proactive this is and if it should be added to the Roles and Responsibilities.

Initial discussion was conducted, Cllr Van Der Hooff is happy to attend some meetings but further discussion has been postponed to the June meeting as some Councillors are not present to agree adding to the Roles and Responsibilities

140423

**To discuss and review the Parish Councils Roles and Responsibilities**

The Roles and Responsibilities document has been circulated to the Councillors prior to the meeting for review and consideration. Cllr Jeffries to give a brief understanding of the monthly Defibrillator checks.

This discussion has been postponed to the June meeting as Councillors are not present to discuss allocating these roles and responsibilities

150423

**Clerks Report - Feedback from items raised at the last meeting and other points to be discussed**

1. Severn Grass Services have confirmed acceptance of continuation of the village maintenance contract for another year, up to March 31<sup>st</sup> 2024
2. Severn Grass Services have offered to install the bin at the Memorial Hall, quote to be received

**Action: Clerk to contact Severn Grass Services re the quote, the allotment notice board and fencing along the path at the side of the canal**

160423

**To receive an update on Christmas on the Pound 2023 plans and arrangements**

Following initial discussions at the January and February meetings; Longney Choir have been contacted by email with the details of the event, no response received as yet. Cllr Jeffries will further update the Council on progression of plans to date.

The Choir Mistress has contacted the Clerk with a few details to be clarified. These were presented to the Councillors during the discussion and all could be accommodated.

**Action: Clerk to reply to the email confirming all details could be arranged.**

170423

**To consider and approve the payment of an allotment bond in instalments.**

A new tenant on the allotments has asked if they can pay the allotment bond in instalments has been submitted. Does the Parish Council approve of the request. The first payment would include the annual tenancy charge.  
Proposed, seconded with all in favour

180423

**To receive an update on the Oak trees for the King Charles III Coronation Commemoration**

At the February meeting it was agreed that up to three Oak trees, sited around the parish, would mark the Coronation of King Charles III and suggestions would be taken for their location. The ownership of the land and the suitability of the locations would need to be checked. The Memorial Hall have approved planting at least two of the trees on the Playing Field. Ownership of the land at Framilode Passage is yet to be confirmed. Cllr Lever to update on the progress.

Due to the complications of establishing land ownership and difficulties in finding three locations around the parish which did not have either culverts under them or overhead wires, it has been decided to ask the Memorial Hall about planting the trees on the Playing field.


**Action: Clerk to contact the Memorial Hall Committee re planting three trees on the field**

190423

**To discuss the Councils 'Community Investment', funding for the projects and leadership of each project.**

- **installing village 'gates' on the main roads through the Parish.**  
Details of design, cost and effectiveness have previously been circulated to the Councillors to consider prior to discussing. Village gates are a proven statistic for speed reduction. Update by Cllrs Lever and Jeffries
- **Bee Square'd / Kings Charles III Coronation project** – the envelopes containing the seeds have now been delivered to all households in the Parish. This has been well received on Facebook and has had shares by neighbouring Parishes.
- **to begin discussion on how to use the phone box at Upper Framilode?** Plans to use the phone box for a second defibrillator have changed, discussion is needed for how best to utilise the phone box to the benefit of the community.

Signed / Date

 24/05/23



**Actions:** Clerk to contact Local Highways Manager to arrange meeting with Cllr Lever and Cllr Jeffries to review where the Parish Gateways can be sited around the Parish  
Clerk to post on facebook asking the Parishioners what they think the phone box at Upper Framilode could be used for

**200423 To discuss the Build Back Better award and ordering the Guardian Lifebuoy stand and Guardian Belts for the Stroudwater Canal at Upper Framilode**

The funding application was based on the Guardian equipment as detailed on the Glasdon UK Limited web site. Information has been supplied to the Councillors prior to the meeting. Funding has now been received and the equipment needs to be ordered.

**Action:** Clerk to proceed with ordering the equipment

**210423 To discuss renewing the agreement with the Memorial Hall Committee to hold the Parish Council meetings at the Memorial Hall, Saul.**

The ten year agreement with the Memorial Hall Committee to hold Parish Council meetings at the hall has now expired. Hall charges are £6.50 per hour. Cllr Cobb to give update on the cost of CCTV, what is entailed in fitting any equipment, viability, costs and legislation.

The initial costing for the equipment was considered to be excessive.

**Action:** Cllr Cobb will review the system being considered and costings before the next meeting.

**220423 To review and approve the Publications Scheme**

The policies have been circulated to the Councillors prior to the meeting to prepare for discussion at the meeting. This was reviewed and approved  
Proposed, seconded with all in favour

**230423 To consider and adopt the Equality and Diversity Policy**

The policy has been circulated to the Councillors prior to the meeting for their consideration.  
Proposed, seconded with all in favour

**240423 To review and discuss updates to the Parish Council Website, email addresses and information provided.**

The Clerk has been reviewing the relevance of information available on the website, the information which could be on the website, how the website host can carry out updates to the information and at what cost.

- Visitor counter and information break down available, cost £60
- The relevance of some information on the home page

Adding the visitor counter was discussed and agreed. Other information, such as traffic reports, have been removed from the home page.

Proposed, seconded with all in favour

**250423 Date of next meeting is 24<sup>th</sup> May 2023**

The meeting closed at 21:29

**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