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## **FRETHERNE WITH SAUL PARISH COUNCIL**

Minutes of Fretherne with Saul Parish Council Meeting held at Saul Memorial Hall at 7:30pm on 24<sup>th</sup> May 2023.

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

In attendance: Cty Cllr S Davies, Dist Cllr J Jones

Register of General Public attending meeting: none

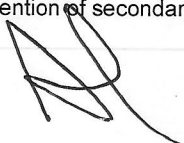
Please be respectful of the proximity to other people attending the meeting and take relevant steps to respect their welfare.

The meeting commenced at 19:43

### Agenda

- 010523** To receive apologies for absence – Cllr Bierer
- 020523** Declarations of Interest on the Agenda – Cllr Cobb declared an interest in agenda item 070523
- 030523** To approve the minutes of the meetings held on 24th April 2023, 26<sup>th</sup> April 2023 and 9<sup>th</sup> May 2023 as a true record.  
Approved, seconded with all in favour
- 040523** Public Question Time – no members of the public present
- 050523** To receive a report from County Councillor Stephen Davies.  
Much of what Stephen had to report was said in the Parish meeting. Still waiting for the engineer's report for the fencing along Moor Street. It has been noted about the parking on the River Frome bridge along Moor Street and he will try to encourage the Neighbourhood Warden to make a call in uniform to see if that helps. Biodiversity was discussed at the meeting of full council Stephen attended today, a motion on that and Planet Change Emergency were discussed. GCC, as farmland owners, will encourage farmers to lead the way in both. GCC had a motion on Care Leavers as a protected group, decisions made should encompass children in care and care leavers.
- 060523** To receive a report from District Councillor John Jones.  
The Council AGM earlier this month produced few surprises, Cllr. Steve Robinson stood down as Chair of Council, he was replaced by Cllr. Doina Cornell, a former Leader of the Council. Cllr Norman Kay remained as Vice-Chair of Council.  
There were a few personnel changes to Committee membership, most notably the Chair of Community Services and Licensing (CS and L) was removed, and his place taken by last year's Vice-Chair. The former Chair resigned from the Labour Group in protest, and now sits as an Independent Member. I now sit on the DCC, (planning) Committee, as well as C S and L. Cllr. Lindsey Green from Berkeley Vale Ward is now the Leader of the Conservative Group, Cllr. Stephen Davies, former Leader, is now Deputy. Conservatives are still the largest Group on the Council followed by Greens, Labour, (in it's various guises), Lib Dems and Independents. There are planning applications in for Whitminster between the A38 and the motorway for 2250 houses. No decision is likely to be made yet. If the current inspection rules that the emerging Local Plan is not sound and instructs Stroud District Council to look for other plots of land then Whitminster will be considered. Discussion followed if infrastructure – schools, doctors, motorway junction etc could support this development. No mention of secondary school. County Council cannot make a decision on where the secondary school will be built

Signed / Date

 28/06/23



until the Local Plan completes as they do not know where the demand will be. It all hinges on the Local Plan being signed off, possibly spring 2024.

070523

**Planning Applications**

**Application Number:** S.23/0775/HHOLD  
**Location:** Willowbank, Moor Street, Saul, Gloucester.  
**Application Type:** Householder Application  
**Description:** Demolition of existing garage & outbuildings to be replaced with annex extension.  
**Respond by date:** 16.05.2023 extension granted to the 28.05.23

**Application Number:** S.23/0846/HHOLD  
**Location:** Cross View, High Street, Saul, Gloucester.  
**Application Type:** Householder Application  
**Description:** Erection of outbuilding.  
**Respond by date:** 25.05.2023

**Planning Decisions**

**Application Number:** S.23/0684/HHOLD 1 Garden Cottages, Framilode Passage, Saul, Gloucester.  
**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

**Application Number:** S.23/0582/FUL Land West Of Bibury House, Framilode Passage, Saul, Gloucestershire.

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

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

**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

080523

**To discuss public footpaths and public rights of way (PROW) and the stiles along those paths.**

The condition of some of the stiles along the public rights of way has been raised by a parishioner recently. It was agreed that the condition of all stiles and kissing gates in the parish should be reviewed and carry out a suitability study in conjunction with the respective landowners and Stroud District Council PROW department. The PROW officer has shared some shared costs for replacing styles but land owner agreement must be in place.

**Action:** Cllr Jeffries and van der Hooff will contact the PROW officer and arrange a suitable date to walk some of the Parish public footpaths and discuss what resources are available.

Cty Cllr S Davies and Dist Cllr J Jones left the meeting at 19:55

090523

**To note correspondence received**

A member of the public enquired as to what was happening about the railings along Moor Street and the heavy vehicles through the village. A reply has been sent.

A Subject Access Request has been made from members of the public, a reply has been sent.

100523

**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 May pay and postage charges	£431.55
Town & Parish Website	Changes to the website	£60.00
St Peters Church	Charge for the use of the venue	£12.00
Severn Grass Services	Village Grass Cutting	£98.10
Ebay	Barley Straw and hessian sand bags for maintenance on the Stroudwater Canal restoration project	£134.16
Water Plus April 23	Allotments monthly charge £15.58	-£152.02
Glasdon	Life belts and housing units	£946.32

**Proposed, seconded with all in favour**

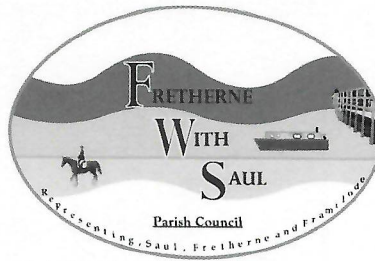
**To ratify payments made between meetings – none**

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

Signed / Date

 29/08/23





These have already been circulated to the Councillors

To ratify the VAT claim 2022 – 23	£1396.31
To ratify receipt of Precept first instalment	£8250.00
To note that Water Plus have made adjustments to the previous bills for the allotment water supply up to and including March 23. The Parish Council is now in credit	-£167.60

**Proposed, seconded with all in favour**

110523

**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, the next meeting date to be confirmed once agreed. It was agreed that working closely with the Memorial Hall Committee would be beneficial to the Parish Community and that this should be added to the Roles and Responsibilities to be discussed at the next meeting.

120523

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

1. Severn Grass Services have been contacted re the quote for the bin, installing the noticeboard in the allotments and the fencing along the canal bank. Waiting for a response.  
Cllr Cobb has volunteered to install the waste bin at the Memorial Hall Playing Field and the Noticeboard at the allotments
2. Clerk has ordered the Build Back Better lifebelts and holders from Glasdon.
3. A final request to clear an allotment, with 'by date' included, has been sent to the former tenant.

**Action: Cllr Cobb installing the waste bin and noticeboard as above.**

130523

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

Longney and Epney Choir have confirmed availability, Council to discuss and approve the donation level to the choir. Other arrangements need to be discussed and progressed such as lighting, and power supply, in the trees on Saul and Upper Framilode Pound, are refreshments to be provided and costs for the event. How is the event to be publicised and when?

It was agreed that £150 would be donated to the choir. The event would be initially advertised now as a 'Save the date' on social media. A power supply for tree lighting was to be looked into and upgraded lighting for the Christmas tree was to be looked into. Refreshments were discussed and agreed should be included. At previous Christmas events, there has been a Father Christmas handing the children sweets, suit was hired. Consider this at future meeting.

**Action: Clerk to confirm the donation with the Choir. Also, to look into what lighting for the Christmas tree is available and at what cost and a possible power supply other than the generator to be used on the 2<sup>nd</sup> December.**

140523

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

At the April meeting it was agreed that the Memorial Hall would be approached re planting up to three Oak trees, to mark the Coronation of King Charles III on the Playing Field. Either Ownership of land and the suitability of locations around the Parish has proved either difficult to establish or come with restrictions. The Memorial Hall have approved planting of the three trees and plaques on the Playing Field. After discussion with Chew Valley Trees, it has been decided that the summer is not the best time to plant young Oak trees which will require regular watering through any hot periods. The purchase has been postponed until the Autumn. Locations around the Memorial Hall Playing Field will be identified to plant the three trees representing Saul, Fretherne and Framilode. Residents will be invited to plant the trees, a parishioner representing each of the parts of the Parish. A Build Back Better Scheme application has been submitted to part fund the trees and plaques.

150523

**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

**Action: Cllrs Lever and Jeffries to arrange an appointment with the Local Highways Manager to discuss possible locations and styles of Village Gates which could be installed around the Parish.**

- **Upper Framilode phone box suggestions how to use it.**  
The response from the Parish has been brilliant and original: it has been agreed that the phone box would be an ideal place to put information about the Parish and points of interest, local walks and the Severn Way which passes nearby.

**Action: Clerk will look into information and ways in which to display this will now be looked into.**

Signed / Date

 28/06/23





160523

**To consider amendments to and adopt the Standing Orders**

To consider amending the following points on the Standing Orders and then adopt the Policy

- In the first section under Meetings, amend the start time to 7pm
- Section 3f, permitted length of Public Question Time be amended to 10 minutes
- Section 3g, should the permitted time to speak remain at 5 minutes or be amended to 3 minutes
- In section 3 x, the meeting length should be amended to 3 hours

All points approved with the exception of the last point, meetings will now be limited to two hours.  
Proposed, seconded with all in favour

170523

**To adopt the Financial Regulations**

Proposed, seconded with all in favour

180523

**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 £10.00 per hour.

The Councillors discussed the cost of CCTV camera's and labour and found it to be prohibitive. The decision to delay further consideration of CCTV until next year at the earliest was agreed. It was decided that the meeting costs would be paid for either monthly or in an annual payment in agreement with the Memorial Hall Committee. Proposed, seconded and all in favour.

**Action: Clerk to contact Memorial Hall Committee and inform them of decision, request outstanding balance and possibility of annual payment.**

190523

**To amend the Clerks Contract of Employment**

To change the wording of point 5.1 from Responsible Financial Officer to Responsible Officer, a copy of the contract has been circulated to the Councillors for their review.

Proposed, seconded with all in favour

205023

**To confirm that the Clerk has now completed the Certificate in Local Council Administration (CiLCA)**

The Chairman formally confirmed the Clerk is now CiLCA qualified

210523

**To consider and adopt the following policies and notices:**

- Data Protection Policy
- General Privacy Notice
- Privacy Notice (Staff, Councillors and Role Holders)

The policies and notices have been circulated to the Councillors prior to the meeting for their consideration. The three policies were discussed and adoption agreed.

Proposed, seconded with all in favour

220523

**To discuss the progress on the Stroudwater Canal, what work has been carried out and approve purchases for the on-going work and maintenance**

To discuss the latest information on work being carried out on the canal, water levels, progress with establishing a solution to the water levels, funding, the policies being written and potential funding possibilities. Items have been ordered for the on-going work including sandbags, sand and barley bag.

Matters relating to the Parish Council owned section of the Stroudwater Canal were discussed including the funding, a committee for the future management of the canal, work undertaken on the canal and the potential environmental damage to the canal. It was agreed that further discussion was needed between the Parish Council and the Canal Group initially to be led by Cllr Bierer and the Chairman of the group.

**Action: Cllr Bierer to arrange meeting**


230523

**The Chairman will move the adoption of the following resolution: That under section 100(A) (4) Local Government Act 1972, the public and press will be excluded from the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act**

- To discuss and approve payments to and overtime incurred by the Clerk

Following the Clerks successful completion of the Certificate in Local Council Administration (CiLCA), the pay grade will increase to SCP12 with immediate effect. Over the past few months the Clerk has incurred a number of hours overtime relating to matters to do with the Land Tribunal and Subject Access Requests. The Council have agreed to pay the overtime accrued.

Signed / Date

 28/06/23



Proposed, seconded with all in favour

- To consider correspondence received relating to recovery of costs

Councillors were given an update on the current cost recovery situation; the Parish Council confirm that they have no interest in personal financial details.

**Action: Clerk to confirm the above to Birketts LLP**

**240523**

**Date of next meeting is 28<sup>th</sup> June 2023**

**The meeting closed at 21:55**

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.*

*AD 28/06/23*

Signed / Date