

# Ruspidge & Soudley Parish Council

## MINUTES of the MEETING on the 12th May, 2020

*(These minutes remain in draft form until approved at the next meeting of the Council)*

### Parish Councillors:

B. Acland, Chairman  
Cllrs. Mrs. B. Wood, Ms. H. Medcraft,  
T. Matthews, C. Richardson, N. Snell.

District Councillors – reports received  
N. Packer & B. O'Neill

County Councillor – report received  
Richard Boyles

The Clerk - Mrs. Helen Hook.

### Standing Declarations of Interest

(a) Ruspidge Memorial Hall - Insignificant personal interest by Cllrs. Matthews & Snell.

- As per guidelines received the Chairman can remain in situ until the May 2021 meeting, unless council determine otherwise. In which case council should request an agenda item on the earliest full council meeting to vote in a new chairman. The Chairman will be required to sign the Declaration of Acceptance of Office form at the earliest convenience.
- **Register of Members Interests** – A form was issued for completion by those whose interests have changed.

## **RUSPIDGE WELFARE TRUST**

Members' were mindful that these items were considered and determined as trustees to the RWT.

1. There were no matters arising from the minutes.
2. Income/Expenditure Summary Sheet – received by members.
3. Internal audit – report received by members.

### 5. **Appointments of the Council**

- Vice Chairman of the Council – Cllr. Wood, who will sign the Declaration of Office form at the earliest convenience.
- Hon Treasurer of the Council – Cllr. Snell.
- Internal Auditor of the Council – Mrs. Shirley Fowler.
- Blue Rock Trail Management – Cllr. Matthews.

### 5.1 **To appoint representatives of the Council**

Ruspidge Memorial Hall (2) (TM; NS)  
Soudley Village Hall (1) (BW)  
Parish planning considerations & site inspection panel (3) (TM; NS; BW)  
Parish Highways (CR)  
Parish Snow Warden(s) (Roger Jackson - Ruspidge; Steve Wood - Soudley)  
Wreath laying on Remembrance Day (2) (NS - Cinderford; BW - Soudley)  
(Cllr. Richardson may also join the Cinderford parade.)

5.2 **Annual Parish Meeting** – as per COVID19 guidelines no Annual Parish Meeting was held.

5.3 **MINUTES** - the minutes of the council meeting held on the 14th April, 2020 were **ACCEPTED** as a true record of the meeting by council and will be signed by the Chairman at the next full council meeting.

5.4 There were no Matters Arising from the minutes.

5.5 The Chairman's Report & RWT Report – received with nothing further to discuss.

## 5.6 **DISTRICT COUNCILLOR REPORTS**

### **(B/O'N)**

- Formulating planning to enable the Forest to move forward post lockdown.
- Co-operating with other organisations in compiling list of job vacancies in FOD.
- JD Norman has closed – loss of 150 jobs (pre-covid).
- Probable that more companies will close.
- Govt. emphasis placed on Local Councils to regenerate local economies post Covid.
- £17 million of grants allocated to local businesses – others being contacted.
- Govt. announced second tranche of grants – awaiting further details.
- Working with several agencies and FVAF to support high risk residents.
- Working with FUSE project.

### **(N/P)**

- Publica are online with further savings to help reduce but not resolve the funding gap.
- The 'Star Chamber' is now called the 'Budget Challenge Group'.
- Council's costs have increased, and income has reduced due to Covid19.
  - Govt. grant funding specifically to address this has been received.
- Testing of virtual planning meetings have taken place.
  - A few technical issues to be resolved but it is expected to hold a meeting on 27th May.
- New council website is now live. Allows more resident transactions and flexibility.

## 5.7 **COUNTY COUNCILLOR REPORT (R/B)**

- County's two largest household recycling sites have opened. Slots pre-booked online. After initial trial and tweaking system procedure other sites will reopen.
- Supported bus services funding – GCC submitted bid.
- Bid for the rural mobility fund to be submitted by June 2020 – this will assist the roll out of a UBER style transport system for the Forest of Dean.
- New mental health services launched during COVID. Details on GCC website.
- GCC Community Hub continuing to support residents, with FODDC matching the support to residents.
- 4,000 families provided with free school meals over Easter holiday. Hampers for families have also been provided.
- OFSTED are redeploying staff across the country to county councils.
- Mobile testing site deployed in the county for 5 days – well used and prioritised by status.
- COVID19 Emergency Fund for those facing hardship due to the virus.
- Increase of funding by almost 40% - available to support people through the pandemic, with a change in criteria that enables more people to be eligible to apply.
- Welfare Support Scheme provides practical support to those in financial hardship.

5.8 **PLANNING** – completed schedule is attached as an Appendix to these Minutes.

### **FINANCIAL MATTERS**

5.9 The Treasurer confirmed the accuracy of the accounts and the report was circulated to all councillors. Council **APPROVED**, via email, the accounts presented for payment totalling £5,021.48, this figure being inclusive of confidential expenditure.

5.10 The Clerk/Responsible Financial Officer, emailed the Annual Financial Report 2020 to all councillors.

5.11 Internal Audit – The signed statement from Mrs. Fowler, reporting her considerations of the Council's accounts for the year ending 31st March, 2020 was forwarded to all councillors. Mrs. Fowler confirmed that no irregularities had been found and thereby confirming the correctness of the accounts had duly signed the Annual Audit Return.

5.12 The council had considered the internal audit work performed and internal audit arrangements when reviewing and approving the Regulations and Risk Assessment at the January, 2020 meeting and seconded by confirmations to email sent out 28.4.20. In so doing it confirmed compliance with Section 1 assertions 2 and 6.

- 5.13 Council **APPROVED** by resolution the Audit Annual Return, Section 1 Annual Governance Statement 2019/20, which was duly signed by the Chairman and Clerk.
- 5.14 Council **APPROVED** by resolution Section 2 Accounting Statements 2019/20, which had been signed and dated by the Clerk before submitting to council for approval (as per audit regulations). Section 2 was duly signed and dated by the Chairman.
- 5.15 Members noted the public rights inspection period of the Council's accounts is the 15th June to 24th July, 2020, inclusive.
- 5.16 Grants – The Council **RESOLVED** in accordance with its powers under Section 137 of the Local Government Act 1972 to approve the following expenditure.

St. John's Church - £250 towards grass cutting.

**CORRESPONDENCE**

- 5.17 All relevant correspondence whether specifically dealt with under agenda items, or not, has been forwarded via email to all Councillors.
- 5.18 **Next Meeting** - the next meeting of the council is scheduled for Tuesday, **9th June, 2020**. The agenda deadline is **Monday, 1st June, 2020**.

**The June agenda will state how/where the meeting will take place.**

- 5.19 Council received all documentation and all councillors gave their responses via email.

Signed: ..... Chair.      Dated: .....

# Ruspidge & Soudley Parish Council

Planning Schedule for the May, 2020 meeting

Planning Reference:  
Site Address & Detail

Parish  
Comment

P0450/20/FUL

No obj.

**5 Buckshaft Road, Ruspidge, Cinderford, Gloucestershire.**

Erection of a first floor side extension and replacement front porch with associated work. Demolition of porch.

P0426/20/FUL

**Former St Whites Primary School, St Whites Road, Cinderford.**

Variation of conditions 06 (highway improvement works), Condition 08 (vehicular access) and condition 19 (fenestration details) of planning permission P1480/19/FUL to allow for the revised wording of each condition.

**Original PC comment (No obj.) retracted.**

Noted that condition 6 includes removal of requirement for junction improvement before works can start.

Revised comment - **Obj.**

P0549/20/FUL

No obj.

**52 Railway Road, Ruspidge, Cinderford.**

Erection of a single storey extension to garage.

## Decisions notified by the Planning Authority

Planning Reference  
Site Address & Detail

Parish  
Comment

District  
Decision

P0038/20/DISCON

No obj.

CONSENT

**Former St. White's School, St. White's Road.**

Discharge of conditions 07 (Construction method statement) and 12 (Fire hydrants) of planning permission P1480/19/FUL.

Signed: ..... Dated: .....