

**MINUTES of the MEETING of RUSPIDGE and SOUDLEY PARISH COUNCIL**  
**held in the Soudley Hall on the 12th May, 2015**

*(These Minutes are subject to approval at the next Council Meeting)*

Parish Councillors Present:

J. Stanford, Chairman  
Cllrs. Mrs. B. Hedges,  
S. Phelps, C. Hawkins &  
B. Rhodes

The Clerk - Mrs. Helen Hook.

Public:

Four members of the public were present.

County Councillor Present:

R. Leppington.

District Councillor Present:

None.

Apologies:

B. O'Neill.

<b><u>Standing Declarations of Interest</u></b>	<b><u>Dispensation</u></b>
(a) Dean Heritage Museum Trust - Insignificant personal interest by Cllr. Phelps.	Granted to Cllr. Hawkins for matters relating to Soudley Village Hall - for use only if Cllr. Hawkins is required to make up the quorum numbers.
(b) Soudley Village Hall Committee - Insignificant personal interest by Cllr. Hawkins and Cllr. Stanford.	
(c) Great Oaks Hospice - Insignificant personal interest by Cllr. Hawkins.	The dispensation expires 4 <sup>th</sup> September, 2015.

**RUSPIDGE WELFARE TRUST**

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

1. Members' noted the 2014 Annual Return submission figures to the Charity Commission.
2. Members' AGREED that the Parish Clerk will submit online future Annual Returns.
3. Members' were advised of the signatories (HH/BH/SRP - two to sign).
4. Members' unanimously APPROVED the request from the Ruspidge Playgroup to use the land to the rear of the Memorial Hall for an eco/nature reserve area for the children.  
The Playgroup were advised to submit a grant application to the council and to check its insurance cover.

**THE PRESENT CHAIRMAN PRESIDED OVER THE MEETING UNTIL THE NEW CHAIRMAN WAS ELECTED.**

**Public Participation**

1. Soudley and Blakeney Gateway - Awre councillor Andy Blake suggested that signage of the trail would be required once the link is completed and would welcome both council's liaising regarding this and future maintenance of the trail. The chairman advised that this council would like to see a long term maintenance plan before any decisions were made. It was also understood that there were no Soudley representatives on the Gateway Committee. Further investigations will be made to the committee to determine exactly what they need.
2. Buckshaft Road, speeding - Mr. Hardcastle advised that the Police are monitoring the traffic speed. After the council has co-opted new members the Police Commissioner will be invited to attend a future parish meeting.

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5. **Election of the Chairman** – Cllr. Hawkins proposed Cllr. Stanford be nominated as Chairman. This was seconded by Cllr. Phelps and **AGREED** unanimously by Council. Cllr. Stanford duly signed the declaration of office.
  - 5.1 **Declaration of Interests** - Cllr. Stanford declared an interest in agenda item 11.1. The Vice Chairman will take the chair for this item.

5.2 **Register of Members Interests Forms & Declaration of Office** - were issued for completion and the Declaration of Office was signed by all councillors.

5.3 **Appointments of the Council**

- ◆ Vice Chairman - Cllr. Phelps was unanimously elected, unopposed.
- ◆ Hon. Treasurer - Cllr. Hawkins.
- ◆ Internal Auditor of the Council - Mrs. Shirley Fowler.
- ◆ Blue Rock Trail Management Committee Members (BH; CH; BR)
- ◆ Personnel Committee Members (JS; SP; CH)
- ◆ Parish Reserves Committee (JS; SP; BR)

5.4 **Representatives of the Council**

Ruspidge Memorial Hall – Cllr. Phelps.

Soudley Village Hall – Cllr. Hawkins.

Parish site inspection panel – Cllrs. Hedges; Stanford; Hawkins.

Parish planning consultations – Cllrs. Hedges; Stanford; Hawkins.

Forest Enterprise Advisory Panel – Cllr. Phelps.

South Parish Partnership – Cllr. Phelps who will circulate info to other pc's who may, if they wish, also attend the meetings.

Parish Snow Wardens – Mr. Adrian Reed (Ruspidge) and Cllr. Stanford (Soudley)

Wreath laying on Remembrance Day – Cinderford Service VACANT and  
Cllr. Stanford - Soudley Service.

5.5 **MINUTES** - The Minutes of the Council meeting held on 14th April, 2015, were **ACCEPTED** as a true record of the meeting and were signed by the Chairman.

5.6 **MATTERS ARISING**

Buckshaft Road Footpath - awaiting Highways response.

Football Pitch - Sportfields gave consent for the recent cut and a meeting has been arranged with interested clubs and the groundsman for the 19th May.

First Aid Course - was well attended, enjoyable and a success.

Emergency Plans - in progress. Date for completion - November meeting.

Flood Resilience - Cllr. Phelps reported and a map from the Env. Agency showing possible areas at risk of flooding was tabled. Updates will be reported accordingly.

Pet Ambulances - the Street Wardens had been notified of the ambulances blocking the junction and pavements at Cullimore View and Railway Road. Council were advised that the situation has improved.

Litter, Grange Road - a further request had been received for a litter sign to be placed beneath the national speed limit sign. Council **DECLINED** the request determining that a sign would not solve the litter problem.

5.7 The minutes of the Annual Parish Meeting held on 14th April, 2015, were **ACCEPTED** as a true record of the meeting and were signed by the Chairman.

5.8 There were no matters arising from these minutes.

5.9 The Parish Council Chairman's Report and Ruspidge Welfare Trust's Report had been received at the April meeting and there was nothing further to discuss.

5.10 **DISTRICT COUNCILLOR** - none present.

5.11 **COUNTY COUNCILLOR** - Cllr. Leppington will be participating in the retention of keeping the best, experienced social workers. At present, they are being lured to other councils' who offer higher salaries and agencies are having to be used.

5.12 **PLANNING** – Completed Schedule attached as an Appendix to these Minutes.

**FINANCIAL MATTERS** - item 5.13 chaired by the Vice Chairman.

5.13 Council unanimously **APPROVED** the 5 x gifts (handmade pens) for the retiring councillors to be taken from the Chairman's Allowance.

5.14 Following report by the Treasurer the Council **APPROVED** the accounts presented for payment totalling £5,006.93, this figure being inclusive of the expenditure recorded under confidential business.

5.15. The Clerk/ Responsible Financial Officer, circulated the Annual Financial Report.

5.16 Internal Audit - Members' received a signed statement from Mrs. Fowler, reporting her considerations of the Council's accounts for the year ending 31st March, 2014. Mrs. Fowler confirmed that no irregularities had been found and thereby confirming the correctness of the accounts had duly signed the Annual Audit Return.

5.17 In accordance with the Audit Regulations the Clerk, as the RFO, tabled the Annual Audit Return for the year ended 31st March, 2015. Following explanation the Council **APPROVED** the Statement of Accounts and the Annual Governance Statement, for receipt by the external auditors on 8th June, 2015. The Chairman and Clerk signing the relevant sections.

5.18 Co-option Timescale - Council determined the 30th June, 2015 as the deadline for applications, with all candidates being invited to the July meeting. Notices will be placed on the parish notice boards, in the *Viewpoint*, on *facebook* and in the Review paper.

5.19. Viewpoint - Members' are to submit to the editor their individual contributions and interests regarding the work of the parish council, by the deadline date for inclusion in the June issue.

**CORRESPONDENCE**

5.20 The Council **RECEIVED** and **NOTED** the following correspondence:  
a. F. Field - all interested parties confirmed attendance for the 19th May, 2015.  
b. F.C. - Forest Forum 14th July (details to follow) - SRP to attend.

5.21 **Next Meeting** - The next meeting of the Council is to be held in the **Ruspidge Hall** at 7.00pm **Tuesday, 9th June, 2015.**  
**The agenda deadline is Monday, 1st June, 2015.**

5.21 **Exclusion of the Press and the Public** - The Council **RESOLVED** that in view of the confidential nature of the remaining business the press and the public should be excluded from the meeting in accordance with Standing Order (2013) No. 55.

Signed: ..... Chair Date: .....

# Ruspidge & Soudley Parish Council

GREEN

**Planning Schedule** for the meeting on 12th May, 2015

Planning Reference  
Site Address & Detail

Parish  
Comment

P0439/15/FUL  
**Hepworth Cottage, Bradley Hill, Blakeney, Lydney.**  
Proposed two storey extension to South elevation of existing dwelling.

No obj.

## **Decisions notified by the Planning Authority**

Planning Reference  
Site Address & Detail

Parish  
Comment

District  
Decision

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