

# MINSTERWORTH PARISH COUNCIL

[www.minsterworthparishcouncil.org.uk](http://www.minsterworthparishcouncil.org.uk)

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Date 2nd July 2024

Ms Kate Wilks  
c/o Minsterworth Village Hall  
Main Road, Minsterworth  
Gloucestershire  
GL2 8JH

## TO ALL MEMBERS OF THE PARISH COUNCIL

Notice is hereby given that a **Meeting of the Minsterworth Parish Council** will be held on **Monday 8<sup>th</sup> July 2024, 7pm** in the Minsterworth Village Hall.

**All Residents** of the Parish are welcome to attend and Members of the Council are hereby summoned to attend for the business of considering and resolving upon the matters set out below.

**Public questions** To receive Public Questions. Members of the Public (MOP) may make representations, ask questions and give at a meeting in respect of the business on the agenda by invitation of the chair (15 minutes maximum between 7pm and 7:15pm, Maximum 3 minutes per Resident.)

***Kate Wilks***

Clerk and Responsible Finance  
Officer Minsterworth Parish Council

## AGENDA

1. To Receive Apologies for Absence.
2. Declaration of Interest (Members are requested to declare any interest they may have in the business set out on the agenda to which the approved code of practice appears.)
3. To Allow for Dispensations.
4. Approval of the Minutes of the Parish Council meeting held on Monday 10<sup>th</sup> June 2024.

5. **To receive the report from the County Councillor.**
6. **To receive the report from the Borough Councillor.**
7. **To receive the Clerk's report.**

**8. Financial Matters:**

- 8.1 Council to accept the Financial statements.
- 8.2 To approve the accounts for payments in July and August 2024 as per the list circulated prior to the meeting.
- 8.3 To appoint an Internal Financial Checker to carry out the quarterly financial checks.

**9. Planning: To consider recommendations in regards to the following planning applications and to note any decisions.**

- 9.1 **Planning Application** - 24/00469/FUL - Land Adjacent To Rosedale House Main Road Minsterworth.  
Full planning application for the erection of two self build detached dwellings, vehicular access and associated works.  
[See link here for application details](#)
- 9.2 **Planning Application** - 24/00435/FUL - November Cottage Pound Lane Minsterworth Gloucester Gloucestershire GL2 8JW.  
Retrospective full planning application for 1) the erection of and re-cladding of domestic outbuildings; and 2) the erection of a new portal framed lean-to agricultural storage barn.  
[See link here for application details](#)
- 9.3 **Planning Decision** - 23/00501/OUT - Rosemary Cottage Calcotts Green Minsterworth Gloucester Gloucestershire GL2 8JN.  
Outline planning permission for the erection of an infill dwelling and vehicular access, with all matters reserved (revised scheme to previous extant outline permission granted under ref: 20/00046/OUT). **PERMIT.**  
[See link here for decision details](#)

**10. To discuss Highways updates and agree any actions.**

- 10.1 To receive an update and agree any actions on Drainage/pooling of water in Watery Lane; surface of Pound Lane and Church Lane following contact with A Lowe from TBC.

- 10.2 To receive an update and agree any actions on the overgrown footpaths between Severn bank and Oakle street following contact with the Road Safety Auditor at GCC.
- 10.3 To consider correspondence from GCC on the allocated Speedwatch signage and agree if needed, the requirement for any further purchase.
- 10.4 To consider correspondence from Gloucestershire Highways in regards to it's winter plan and to agree if needed, the requirement for grit and it's storage.

**11. To discuss Calcotts and Ham green updates and agree any actions.**

- 11.1 To consider correspondence from Severn Treescapes in regards to the Council owned land and to form a small working group to form a report for Council consideration.

**12. To consider and approve the purchase of the new Parish noticeboard.**

**13. To consider and approve the purchase of a new PC printer for use by the Clerk.**

**14. To accept the Annual Playground Inspection report from the Playground Inspection company June 2024 and agree a course of action to complete the recommended repairs.**

***Confidential Agenda items Pursuant to 1(2) of the Public Bodies (Admission to the meeting Act 1960) It is resolved that because of the confidential nature of the business to be transacted the Public and Press leave the meeting.***

**15. To consider and agree a course of action for the Minsterworth Playground Lease agreement with Gloucestershire County Council.**

**16. To receive an update from the Clerk on Staff sick pay and employment contract and agree any actions.**

**17. Date for Next Meeting: Monday 9<sup>th</sup> September at 7-00pm at Village Hall**