

# Agenda Information pack 11<sup>th</sup> November 2024

## 5.To Receive the County Councillors report.

Hopefully you received the advance notice of the short closure of the Lane to the Falklands and I see from your report that the drainage team have now been in touch re Watery Lane culvert.

I believe all councillors received the update re the main road safety proposals. GCC officers advised me:

*“The design team is working on design for road safety improvements in the area such as pedestrian crossings, road marking updates, signage updates and eventually reduced limit of 50mph with average speed camera enforcement for the A48 from Minsterworth to Westbury on Severn.*

*With a plan to implement some of village gateway improvements in the village this financial year, including improved signage and road markings where these are located.*

*These designs are currently going through approvals and will have an RSA 2 audit before delivery on site with our primary contractor.”*

AND ( I believe also copied to parish councillors)

*“Our team are in the process of preparing a design for the footway between Oakle Street and the bus stop, as per the community request. The design is currently at a preliminary stage which allows us to prepare an indicative cost estimate and determine the viability of providing the footway when evaluated against the road safety measures along the A48. At this early stage, the cost estimate is c.£42,000 to provide 136m of footway between Oakle Street and the bus stop. This figure may be liable to increase dependent upon the locations of any utilities, traffic management requirements, etc. While we agree that there should be a footway at this location, this is beyond the road safety budget because of the limitations of funding and because this provision would be primarily for accessibility to the bus stop and that no collisions have occurred involving pedestrians at this location.*

*“In the meeting in July my colleagues discussed installing gateway signing and lining works at Minsterworth by the end of autumn. Unfortunately, we are unlikely to have the works installed by the end of November. The revised target for implementation of these works is the end of the calendar year, subject to weather, and shall be undertaken by our term maintenance contractor. Our design drawings are currently going through a final check and authorisation process and will then be sent on to our works contractor.*

*“Other aspects of the Minsterworth improvements, such as the traffic islands, road markings, average speed cameras, and proposed speed limit order, are progressing as anticipated and are still on track for delivery in summer 2025.*

*“I would also like to provide you an update on the 20mph proposals along Church Lane and adjacent roads. We are commissioning speed surveys along these roads to help support the Parish’s request.*

*Once we have received this data, we will be able to advise whether existing speeds support the introduction of a 20mph limit. It will be at this stage that we will require confirmation from the Parish whether they are willing to fund the speed limit order.*

*“I apologise for the delay with the gateway features, and we shall endeavour to have these*

*installed by the end of this year as mentioned above. All other elements of the works are on track, and I would like to reaffirm Gloucestershire County Council's commitment to improving road safety in the county."*

## **6. To receive the report from the Borough Councillor.**

### Borough Councillors Report – November 2024

Since your last PC meeting, we have had a Full Council Meeting at TBC.

The main item on the agenda was the Review of Planning Scheme of Delegation. Since the cyber attack, recovery has been slow and the planning dept has 390 outstanding applications. They have a Duty of Care to respond within a timeframe. This item caused considerable debate. The main changes are, that if a PC objected to a planning application, with a written objection, it would go to the planning committee. This is now not the case. It is at the discretion of the Associate Director of Planning and the Chair of the planning committee to make this decision. Ward Councillors will be made aware and can call applications to the planning committee, with reasons.

Reserved Matters applications will not go to the Planning Committee.

The other main change is that full or outline applications will only go to the Committee for 50 or more residential properties with a recommendation to Permit. This used to be 10.

The rest stays the same. The full document can be found on the TBC planning portal. The minutes of the Council meeting can also be viewed if you want to see the debate.

The reason for these changes is to reduce the workload in the planning dept. If an application goes to Council this requires 10 times the amount of work.

Review of the Gambling Act – Statement of Principles 2022-2025, was updated and agreed upon.

Feedback from the Reg18 Consultation on the initial stages of the Strategic Local Plan has been collated and will soon be on the Strategy and Local Plan website on the TBC Site.

Further consultation will take place next year. Officers will shortly be recommending to the Cheltenham, Gloucester and Tewkesbury Joint Advisory Group, on a programme, in the format of an engagement, on the most important planning issues, rather than a single preferred option document/event.

This approach is recommended as significant reforms to the planning system have been proposed since the outset of the initial SLP in July.

A Draft National Planning Policy Framework was published in August 2024 with new guidelines for consultation.

TBC have employed an external consultant to reconfigure the Digital Strategy. He is at the stage of looking at people's online experience, data, and IT. He will look to redesign the IT and Digital teams at TBC.

TBC run the Bishops Cleeve and Tewkesbury Cemeteries. This needs digital mapping. In order to do this they are getting a drone. This can also be used for enforcement purposes, flooding, and planning site visits to name but a few uses.

JKS 8/11/24

## **8.1 Financial Statements – See attached Spreadsheet**

## **8.2 Approve payments for November 2024 – See attached Spreadsheet**

## **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.**

Mon 11/11/2024 11:16

Hi Kate,

Sorry for the delay in my response, I have been on a training course the past couple days (and I am due to on training again this week).

However, I am free anytime next week (18<sup>th</sup> to 22<sup>nd</sup> November) between 09:00 and 14:30. Please let me know what day/ time will suit you best.

**Kind Regards,**

**Area Highways Representative – Tewkesbury**

Tue 05/11/2024 18:31

Good afternoon,

I have had confirmation that 2 of our Councillors are available to meet at Watery Lane at 4:30pm any day this week or Friday morning. Please let me know when is best for you?

Many thanks

Kate Wilks

Clerk and Finance Officer

04 November 2024 09:24

Good morning,

Hope you are doing well.

I have recently been in contact with yourselves and Cllr Paul Mclain regarding the culvert on Watery Lane, Minsterworth.

Please could I arrange to meet yourselves on site to locate the exact location on the culvert you mentioned. We can then discuss how we go about this after.

If you can let me know some dates & times which you would be available to meet and then we can discuss it from there.

Thanks,

Kind Regards,

Area Highways Representative – Tewkesbury

Highways & Infrastructure Gloucestershire County Council

**10.2 To receive an update regarding the clearing of the footpath EMW8 where it runs from the A48 to Minsterworth Church.**

Tue 29/10/2024 08:15

Good morning Kate,

Apologies for the delay in getting back to you. I've been to look at the ditch which runs alongside EMW8 following the summer vegetation clearance we had carried out. Although the existing ditch has some vegetation growing around it, I don't see this having an adverse effect on the ditch this year. I will look to instruct my summer vegetation contractor to clear the width of the path next year to ensure the ditch remains clear .

Kind regards,

11 October 2024 11:49 Good Morning,

Following on from the clearance recently completed at the below location. I have been asked to contact you regarding the ditch that runs alongside the footpath. There is some concern that as this is so overgrown over the footpath, it may be vulnerable to flooding over the winter months. Is this something that can be looked in to?

Many thanks

Kate Wilks

Clerk and Finance Officer

Tel – 07939 017175

**10.3 To agree a course of action regarding the agreed schedule of works by GCC and the A48 Road safety group.**

Thu 07/11/2024 08:47 Hello Sir / Madam

I was responding regarding the email which xxx had sent to me previously in response to the footway proposal which was detailed and your Parish proposal for a contribution to the cost ?

We are continuing to work on the design for pedestrian safety measures in and nearby to Minsterworth with aim to delivery some of the works before end of the year or FY 24/25 (weather dependent) as mentioned previously.

This include updates to road markings and village gateway as previously mentioned.

The speed surveys have been commissioned and should be on site soon for Church Lane, Pound Lane, Watery Lane and Lower Ley Lane to support TRO update for 20mph speed limit

Any further questions please let me know

Kind regards

*Project Manager*

**Traffic and Transport**

GCC

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

See Severn Treescapes agreement from GCC. Details sent to Councillors 06.11.2025.

**13. To discuss and agree the use of the Parish Council noticeboard by  
Minsterworth Village hall.**

**From:** [rogerblowey@minsterworth-pc.gov.uk](mailto:rogerblowey@minsterworth-pc.gov.uk)

**Sent:** 02 November 2024 07:24

**To:** 'Clerk' <[clerk@minsterworthparishcouncil.org.uk](mailto:clerk@minsterworthparishcouncil.org.uk)>

**Subject:** RE: Parish Noticeboard etc

Parish Noticeboard – the matter was discussed at Minsterworth Village Hall Committee (MVHC) on 15/10/2023. In the past, the noticeboard was a Parish noticeboard, shared between the PC and MVH, which is logical as the noticeboard stands on MVH land. Over the past 6m plus, when there has been no noticeboard, numerous statutory notices (election results, Cllr Vacancy, PC Agendas etc etc) have been posted within the Village Hall, to fulfil our legal requirements, and prior to that some especially important notices had been placed in both the noticeboard and inside the Hall.

MVHC agree that with a smaller noticeboard we do need to limit its use, so we suggest that the current noticeboard is limited to use by the PC and MVH only, with the key being stored at MVH. Certain MVH members will continue to post notices at the request of PC. I see that the NEW noticeboards is for Minsterworth Parish as well, not Minsterworth Parish Council!



**14. To discuss and agree the purchase of a new waste bin at Hygrove lane bus stop.**

Fri 08/11/2024 16:15 – No update as yet.

Monday 11/11/2025 – Confirmed bin can be installed.

- Costs - Supply the costs are:
  - For mixed waste £270 + VAT. (advantage bigger bin that will take both types of waste and minimises clutter on street)

- Install the costs are: (this is done via a contractor and this includes picking up the bins, checking for utilities, excavating and concreting in place)
  - For mixed waste £140 + VAT.
  - If we need to remove anything. I.e; take an old bin out there is an extra charge of £65 + VAT (this covers excavating out and disposal at a registered tip)
- Finally once in place. We will check this is ok and notify UBICO to start emptying on a regular basis. We will then sort out the finance.

Total: £410

**15. To receive an update and agree any actions following the emergency community plan presentation by Gloucestershire rural community council.**

Powerpoint presentation sent to PC following meeting.