



NEWLAND PARISH COUNCIL

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The Newland Oak 1858

MINUTES OF THE PARISH COUNCIL MEETING HELD
IN NEWLAND VILLAGE ROOM ON 30th SEPTEMBER 2025 AT 19:00

[These minutes remain in draft form until approved at a subsequent meeting of the Council]

Abbreviations used

CAP Coleford Area Partnership. **CRG** Clearwell Recreation Ground Management Committee.
CMH Clearwell Memorial Hall **CWVC** Consortium of Wye Valley Councils. **FOIA** Freedom of Information Act. **FODDC** Forest of Dean District Council. **GAPTC** Gloucestershire Association of Parish & Town Councils
GCC (RoW) Gloucestershire County Council (Rights of Way). **GH** Gloucestershire Highways.
GRCC Gloucestershire Rural Community Council **ICO** Information Commissioners Office
NALC National Association of Local Council Clerks. **NWWTW** Newland Waste Water Treatment Works
SLCC Society of Local Council Clerks **WVNL** Wye Valley National Landscape **WW** Welsh Water

PRESENT

Cllr Davies (Chairman), Evans, Henson, Norris, Pennington, Powell, Purvis, Wheeler & Wright
Mr R Crighton, Clerk. 3 members of the public.

6679 APOLOGIES None

6680 CO-OPTION

It was **resolved** to co-opt Tracey Pennington and Tamzin Powell to the Council. They both signed their Declaration of Acceptance of Office and assumed their place at the meeting.

6681 DECLARATIONS OF INTEREST None

6682 DISPENSATION REQUESTS None

6683 MINUTES OF PREVIOUS MEETING HELD 17 SEPTEMBER 2025

it was **resolved** to accept the minutes as a true record of the meeting; they were signed by the Chairman

6684 MATTERS ARISING FROM PREVIOUS MINUTES

6684.1 MEETING HELD 29 JULY 2025

6684.1.1 re minute 6639.1 – it was reported that the response to “GCC Community 20s and Safer Roads” initiative had been sent.

6684.1.2 re minute 6650 - consideration of 2 policies deferred until October meeting

6684.1.3 re minute 6652 – meeting with CRG arranged for 7/10/25.

6684.2 MEETING HELD 17 SEPTEMBER 2025

6684.2.1 re minute 6671- It was reported that the response to the FODDC Local Plan consultation had been submitted

6684.2.2 re minute 6674.1 – Councillors to be advised how to log into GAPTC website.

6685 CLERK REPORT

6685.1 The Clerk reported attending a recent meeting of the GAPTC Executive Committee. The transition to a company limited by guarantee (to be called Gloucestershire Association of Local Councils – GALC) was proceeding and was expected to be concluded later this year. It would be necessary for the existing committee members to stand down and for Councils to elect a maximum of 12 company directors.

6685.2 The Clerk reported that measures were well advanced to transfer assets and responsibility to his successor and that he was prepared to offer mentoring to her for as long as required.

6685.3 The Clerk reported attending a FODDC meeting on Local Government Reorganization which he found “interesting” but he felt any changes would have little effect on smaller councils.

6685.4 The Clerk reported handing over responsibility for inspection of the two Clearwell defibrillators to Cllrs Henson and Wright.

6686 REPORT FROM COUNTY COUNCILLOR

Cllr McFarling’s report is attached to the signed copy of these minutes.

He responded to a question about the lack of information available on the question of Local Government Reforms (LGR).

He was advised that Redbrook residents felt that a 20 mph speed limit needed to be policed to be effective. The comment was made that such a limit has been effective in Wales.

6687 REPORT FROM DISTRICT COUNCILLOR

Cllr Wheeler advised that the District Local Plan would be drawn together in November and that there had been an expansion of the plastic recycling facility

6688 REPORTS FROM PARISH COUNCILLORS & COUNCIL REPRESENTATIVES

6688.1 It was reported that Cllrs Davies, Evans and Henson attended an FODDC meeting on devolution in Sedbury at which they understood that more information would follow.

6688.2 It was reported that Cllrs Davies, Henson, Purvis and the Clerk attended a FODDC meeting in Woolaston on devolution where very little more information was made available.

6688.3 It was agreed Councillors should complete the survey from Ministry for Housing, Communities & Local Government; would the issue be further discussed at the next meeting.

6688.4 Cllr Wheeler advised attending a CAP meeting. There had been some resignations of directors; replacements were required. AGM to be held at The Main Place 20/10/2025 @ 10:00

6688.5 Cllr Henson reported attending a meeting of the FODDC LGBTQ Climate Group.

6688.6 Cllr Purvis reported attending a meeting of Halls Charity, where grants were allocated.

6688.7 Cllr Norris reported clearance of drains and footpaths.

6689 PUBLIC QUESTIONS

6689.1 Comment on state of highway in the Swanpool area

6689.2 Advice of places available on a visit to Javelin Park incinerator

6689.3 Question about the recent reported activation of the Clearwell hall defibrillator

6689.4 Question about the ‘FOIA additional work’ reported at 6691.2.

6689.5 Are all Councillors using gov.uk email addresses? Answer: no.

6690 PLANNING

6690.1 FOREST OF DEAN DISTRICT COUNCIL – APPLICATIONS RECEIVED – to note responses:

	LPA Ref / applicant	Location	Proposal	Response
6690.1.1	P1109/25/TPO N Biddle	Newland: land adj to Burial Path	Crown lift Cedar tree covered by DFTPO16 to a height of 3 metres above ground level to allow access to farm building and to provide clearance with roof. Remove all dead wood from canopy of tree.	No objection
6690.1.2	P1211/25/TCA	Newland: All Saints Church	Fell 1 x Ash, 1 x Weeping Ash due to die-back, fell 1 x dead Lawson Cypress. All due to unsafe nature	No objection

6690.2 FOREST OF DEAN DISTRICT COUNCIL DECISIONS – none

6691 FINANCE

6691.1 It was **resolved** to approve the National salary award back dated April – June

6691.2 ACCOUNTS FOR PAYMENT. It was **resolved** to approve the following transactions.
Authority – Localism Act 2011 s. 1(1): Cllrs Wright & Henson to authorise at the bank.

Ref	To	For	Amount	VAT	Payment
25/33 to 25/36	R S Crighton	Salary Jul-Sep FOIA additional work National award back dated Travel Allowance Broadband & telephone	CONFIDENTIAL CONFIDENTIAL CONFIDENTIAL 128.25 78.00 88.11		CONFIDENTIAL
25/37	HMRC	PAYE	CONFIDENTIAL		CONFIDENTIAL
25/38	Forest of Dean Gymnastics Club	Grant	500.00		500.00
25/39	NALC	Recruitment advert	100.00		100.00
	Transfer	Interest a/c -> cheque a/c			10000.00

6691.3 INCOME RECEIVED – noted

Reported at previous meeting	16252.89
Additions – 50% precept	16000.00
Total year to date	32252.89

6691.4 EXTERNAL AUDIT

The conclusion of External Audit (unqualified) was noted. The AGAR sections 1-3 were posted on the website. The Notice of Conclusion of Audit was posted on web site and on notice boards.

6691.5 BUDGET COMPARISON

The current actual against budget figures were reported. No concerns.

6691.6 IN HOUSE CHECKS

It was reported that these had been undertaken by Cllrs Henson & Wright & and no issues highlighted.

6691.7 BUDGET 2026/27

Members were asked to consider projects etc for next year's budget, the first draft would be prepared at the October meeting.

6691.8 UNITY TRUST BANK ACCOUNTS

6691.8.1 It was **resolved** to authorise the Clerk to replace himself as the primary contact and Signatory. (View and Set Up only) by the Clerk designate, Claire Owens.

6691.8.2 It was **resolved** to add Cllrs Pennington and Powell as signatories on the accounts (View and Authorise only)

6692 RECRUITMENT OF NEW CLERK

It was reported that Claire Owens had been appointed Clerk to the Council wef 1/10/2025; she was welcomed to the role. The outgoing Clerk would act as mentor for as long as required.

6693 STAFFING COMMITTEE

It was **resolved** to create a Staffing Committee – Terms of Reference as drafted; membership Cllrs Davies, Purvis, Evans, Wheeler and Pennington.

6694 HIGHWAYS AND RIGHTS OF WAY

6694.1 The works log was noted with action to be taken on points 4 & 26

6694.2 It was reported that a letter had been received from a resident detailing the issues on Lamsquay Road, Clearwell and A466 by The Florence.

6695 CLIMATE ACTION WORKING GROUP

It was reported that group had not met; that they had declined the offer of a Climate Action Toolkit from GRCC, but they would consider The Great Collaboration.

6696 PARISH PLAN

It was reported that the inaugural meeting had been held; Cllr Purvis was Chairman. The public would be encouraged to attend future meetings.

6697 WYE RESTORATION & CONSORTIUM OF WYE VALLEY COUNCILS (CWVC)

6697.1 CWVC MEETING 4/9/24

Notes of meeting to be issued 1/10/2025. Next meeting 19/11/2025 to plan an event.

6697.2 WYE RESTORATION. No report.

6698 “THRIVING COMMUNITIES”

It was reported that the grant 'window' was missed.

6699 NEWLAND DEFIBRILLATOR

It was reported that Cllr Norris would liaise with the owner of the property to which the defibrillator is attached. Cllrs Norris and Powell to approach The Ostrich and the church to discuss possible re-location of the cabinet.

6700 YOUTH PROVISION

Cllr Wheeler referred to responses in the Parish Plan for the need for youth provision. It was agreed to a call a meeting of young people in Redbrook and Clearwell to find out what they would like provided.

6701 CORRESPONDENCE None

6702 MINOR MATTERS

6702.1 Cllr Pennington - BT Call box in Clearwell described as “disgusting” – consider handyman for any work required

6702.2 Cllr Henson - Community Speed Watch training planned with PCSO

6703 PUBLIC COMMENTS

6703.1 Would the e-mail distribution list be transferred to the new Clerk? Answer: yes.

6704 CLERK’S RETIREMENT

Councillors wished to put on record their unanimous thanks for 21 years of committed and dedicated service by Richard Crighton in the role.

6705 ITEMS FOR FUTURE MEETINGS

- Oct – first draft budget
- Oct – review Biodiversity Action Plan
- Oct – discuss devolution
- Oct – review outstanding Governance policies
- Nov – second draft budget
- Jan – finalise budget and issue precept
- Jan – revisit FODDC Housing & Employment survey

6706 DATES OF FUTURE MEETINGS

Date	Time	Meeting	Venue
28 Oct	1900	Council Meeting	Redbrook Village Hall
25 Nov	1900	Council Meeting	Clearwell Memorial Hall
2026			
13 Jan	1900	Budget setting meeting	Newland
27 Jan	1900	Council Meeting	Redbrook
24 Feb	1900	Council Meeting	Clearwell (tbc)
31 Mar	1900	Council Meeting	Newland
14 Apr	1900	Annual Parish Meeting	Clearwell (tbc)
28 Apr	1900	Council Meeting	Redbrook
26 May	1900	Annual Parish Council Meeting	Clearwell (tbc)
30 Jun	1900	Council Meeting	Newland
28 Jul	1900	Council Meeting	Redbrook
29 Sep	1900	Council Meeting	Clearwell (tbc)
27 Oct	1900	Council Meeting	Newland
24 Nov	1900	Council Meeting	Redbrook

NB. Councillors please note:

1. Proposed amendments to draft minutes to be in writing not less than 10 days before the next meeting. The proposal must be specific as to words to be removed and those to be added.
2. Items for the agenda for the next meeting to be advised not less than 8 days before the next meeting.
3. Requests for dispensations to speak on an item in which you have an interest to be advised in writing with reason(s), not less than 3 days before the next meeting.

Rota for undertaking in-house checks prior to these meetings, please arrive by 1830.

February – Cllrs Davies & Powell.

The meeting closed at 21:29