

NEWLAND PARISH COUNCIL

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MINUTES OF THE PARISH COUNCIL MEETING HELD IN CLEARWELL MEMORIAL HALL ON 25th NOVEMBER 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, Wheeler, Pennington, Purvis, Wright and Ms C Owens, Clerk.
2 members of the public.

6733 APOLOGIES

Cllr Powell and Norris

6734 DECLARATIONS OF INTEREST

6734.1 Cllr Henson declared another interest in Agenda Item 20 – Clearwell Recreation Ground

6734.2 Cllr Wheeler declared a disclosable pecuniary interest in Planning application P1060/25/FUL (Item 6743.1.2)
and declared his standing other interest in all planning matters on the agenda by merit of his position as Chair of the
Forest of Dean District Council Management Development Committee

As a result both were excluded from voting per policy

6735 DISPENSATION REQUESTS

Dispensation granted to remain in the meeting and speak (but not vote) granted for Cllr Henson in connection with
Clearwell Recreation Ground in his capacity as the NPC appointed representative on the Clearwell Recreation Ground
Management Committee.

The standing dispensation was renewed for Cllr.Wheeler to remain in the meeting but not vote on planning matters
impacted by his other interest as Chair FODCC Management Development Committee.

6736 MINUTES OF MEETING HELD 28 OCTOBER 2025

It was resolved to accept the minutes as a true record of the meeting; they were signed by the Chair

Signed - Chair.....

2025

6737 MATTERS ARISING FROM PREVIOUS MEETING

6737.1 MEETING HELD 28 OCTOBER 2025

6737.1.1 re minute 6711.1.1 Re 6689.2 It was reported that the proposed visit to Javelin Park incinerator was cancelled due insufficient numbers

6737.1.2 re Minute 6711.1.2 – It was reported that the website and proposals for the Unitary Authority Creation are now available at <https://futuregloucestershire.org.uk>

6737.1.3 re Minute 6716.2 – Cllr Wheeler responded to a public question on his qualifications as FODCC youth Champion and current DBS status for that role. It was reported that he has extensive youth work spanning over 40 years and a DBS was in place 2 years ago whilst employed. It was suggested that FODCC should investigate obtaining DBS certificate for that role.

Cllr Wheeler reported that in his capacity as FODCC Youth Champion a Youth meeting which is open to under 21's will be taking place at Redbrook Village Hall on 9th December at 7.30pm
The benefits that all Councillors and Clerk should have a current DBS were discussed and the Clerk should look into the costs of obtaining

6737.1.4 re Minute 6727 – It was reported that Remembrance Day Events were held in the villages receiving a good turnout.

6738 TO RECEIVE CLERK'S REPORT

6738.1 The Clerk reported that they had started the ILCA course

6738.2 The Clerk reported that GAPTC is to hold an extraordinary meeting in December 2025 to give an update on the transition to the new Company Limited by Guarantees (GLC) GALT

6739 TO RECEIVE COUNTY COUNCILLOR'S REPORT

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

He reported that proposals for Local Government Organisation and the Local Plan were voted for by the County Council on 12th November and provided comprehensive responses to questions from councillors.

6740 TO RECEIVE DISTRICT COUNCILLOR'S REPORT

Cllr Wheeler agreed with Cllr McFarling's County Councillor's report and had nothing to add

6741 TO RECEIVE PARISH COUNCILLORS' & COUNCIL REPRESENTATIVES' REPORTS

It was reported that Cllr Purvis attended a meeting at Staunton Stowfield Quarry on 28th October 2025. Councillors asked Cllr Purvis to request a site visit for councillors at the next liaison meeting. Cllr McFarling to investigate removal of trees in ancient woodland on site with council officers.

Stowe Hill Quarry : Liaison Group not currently meeting. Councillors requested the clerk arrange for an update from quarry management regarding the progress in restoration of Slad Brook

6742 PUBLIC QUESTIONS

6742.1 A question was raised to Cllr Chris McFarling about the infrastructure of the roads and services across the county where there are large developments of homes proposed. Answer – There are discussions taking place related to the Local Plan particularly where of bypass has already been discussed Discussions include section 106 infrastructure/services required.

6742.2 A member of the public stated that they supported the need for councillors having a current DBS

6743 PLANNING

6743.1 FOREST OF DEAN DISTRICT COUNCIL – APPLICATIONS RECEIVED

	Ref	Location	Details	Decision
6743.1.1	P1272/25/PJ14PA	Clearwell.Farm The.Rocks Clearwell Gloucestershire GL16 8JR	Prior approval for the Installation of an 892 kWp Solar System on the roof of the building(s)	No Objection
6743.1.2	P1060/25/FUL	Redbrook-Old Crow Cottage	Erection of two storey rear extension with a single storey side extension and two double garages	Objection Due to insufficient information/ specialist reports on ecological, and waste management impacts still not provided for revised scheme
6743.1.3	P1402/25/TCA	Willowdene Clearwell	Weeping Willow – Tree dead – requires felling	No Objection

6743.2 FOREST OF DEAN DISTRICT COUNCIL- DECISIONS

	Ref	Location	Details	Decision
6743.2.1	P1241/25/TCA	Clearwell: Brooklyn Cottage	Holly (T1) to be removed and replaced Irish Yews (T2,T3,T4) to be removed Irish Yew (T5) to be reduced in height	Approved
6743.2.2	P1109/25/TPO	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.	Granted Permission
6743.2.3	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	Approved

6743.3 CLEARWELL BT PHONEBOX CONSULTATION – Ref 02197517

It was reported that an enquiry made by Cllr Pennington regarding the maintenance of the phonebox resulted in a consultation of service removal notice being triggered by BT. The possibility of adopting the phonebox was discussed and Councillors voted in favour. Cllr . Pennington to investigate future uses and submit a community use proposal.

6744 FINANCE

6744.1 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
25/46	C Owens	Salary Nov	CONFIDENTIAL		CONFIDENTIAL
25/47		Travel Nov	£19.80		
25/47		Allowance Nov	£52.75		
25/50		Salary Dec	CONFIDENTIAL		
25/51		Travel Dec	£4.05		
25/51		Allowance Dec	£81.44		
25/48	HMRC	PAYE NOV	CONFIDENTIAL		CONFIDENTIAL
25/52	HMRC	PAYE DEC	CONFIDENTIAL		CONFIDENTIAL
25/49	Currys Business	Laptop	£899.64	£179.92	£1079.56
25/53	Newland Village Room	Room Hire	£72.00		£72.00

6744.2 INCOME RECEIVED: noted:

Reported at last meeting	32252.89
Changes	151.00
Current figure	32403.89

6744.3 IN-HOUSE FINANCIAL CHECKS

It was reported that the financial checks will now take place in January to obtain the required sample size

6744.4 SECOND DRAFT BUDGET

6744.4.1 It was reported that two Project proposals were received by the clerk – Biodiversity and Nature Recovery and Clearwell Planting. They were both debated and will be considered for approval at the Final Budget meeting. Cllr Wheeler confirmed he wished to submit a Youth Project for consideration in January budget meeting. Details to be proposed after December Youth meeting has taken place.

6744.4.2 The second draft budget was received and considered by Councillors.

6744.4.3 The Precept levels were discussed and will be debated and agreed at the January Budget meeting

6744.4.4 The reserves policy for 26/27 was discussed- final details to be agreed at the Final Budget meeting

6744.4.5 Clerk to update draft budget further based on discussions and issue with January 13th agenda

6744.5 UNITY TRUST BANK

It was noted that the authorities for the Clerk have been completed. The authorities for Cllr Powell and Pennington have not yet been completed but it was noted that the Clerk will contact the bank to request that this be undertaken

6745 GOVERNANCE POLICIES

6745.1 Cllrs Pennington and Norris to review the draft IT policy and make their recommendations to Clerk .Cllr Pennington to be sent draft IT Policy drafted July 25. Clerk to issue for final draft for review and consideration by the Council in January

6745.2 It was noted that any further recommendations related to the draft merged Staff/Employment Policies issued will be discussed in the Staffing Committee Meeting being held in December 2025

6745.3 Cllr Henson and Cllr Davies were appointed to conduct the Internal Data Protection Audit as set out in Policy K.

6746 HIGHWAYS & RIGHTS OF WAY

6746.1 The Council noted the road works closures log

6746.2 Highways and Rights of Way Actions Log discussed. It was reported that the Clerk has asked for an update from Highways Manager, Nathan Choat
Clerk to be provided with full details of outstanding matters by councillors involved in each case to update the action log.

The Council agreed the clerk should ask the Highways Manager to attend a parish council meeting early next year

6746.3 It was advised after the discussion that a member of the public had received information from the County Councillor that the damaged wall on Church Street, Clearwell will be repaired in January 2026

6747 FLOODING

6747.1 It was reported that the flooding that occurred in Monmouth has had an impact on some residents living in the parish especially Redbrook in regard to GP services

6747.2 It was noted that it would be beneficial to obtain more FloodSax and review emergency planning/risk assessment for the Parish.

6748 PARISH PLAN

Cllr Purvis reported progress in setting up a meeting. The Council agreed that a meeting of community led plan working groups should be held in February 2026

6749 CLIMATE ACTION WORKING GROUP / BIODIVERSITY

6749.1 Cllr Henson presented his project -The Great Collaboration. A sample of a questionnaire he has designed to be modified, tested and distributed early 2026

6749.2 The Biodiversity and Heritage Working Group Terms of reference were approved

6750 WYE RESTORATION & CONSORTIUM OF WYE VALLEY COUNCILS (CWVC)

It was reported that the meeting was held on 20th November in Chepstow and the turnout was lower than usual. The next meeting will include a Teams /Zoom link.

A series of themed consortium member Council events on River Wye catchment water Quality is being planned for a weekend in July 2026

6751 STAFFING COMMITTEE

It was reported that the next meeting will take place on 16th December at Newland Village Room at 5pm

6752 CLEARWELL RECREATION GROUND

6752.1 The proposal that the Parish Council submits the Enovert Trust partnership grant application prepared by the Recreation Ground Management Committee was discussed and approved

6752.2 The drawdown of the earmarked reserves balance of £958 was approved subject to the application being accepted by Enovert.

6753 NEWLAND DEFIBRILLATOR

It was reported that the Newland Defibrillator was disconnected from The Coach House on 17th November, but it remains available for use. A new site at Birchamp Cottage has kindly been agreed and an installation date is to be confirmed

6754 CORRESPONDENCE

6754.1 Correspondence was received from the Chairman of the Forest of Dean Buildings preservation Trust regarding Clearwell Chapel. The author advised that the trust had been notified that after extended negotiations and works, it has been decided by the Diocese to sell it on the open market. The Clerk to ask if they wish to consider supporting registration of the site for a Right to Bid.

6754.2 Correspondence received from Forest Of Dean Heritage regarding support for Open days being held in September 2026 to be considered at a future meeting of the Council.

6755 MINOR MATTERS

6755.1 Cllr Purvis asked if fire and other risks to the community would be considered when developing a community Emergency Plan alongside flooding risk referred to in the meeting. The Chair confirmed that the Gloucestershire Prepared team are able to support the Council in developing an Emergency Plan covering all risks that may impact the Parish.

6755.2 Cllr Pennington raised the question of a Christmas Tree for Clearwell. Suggestions were given for where to obtain Christmas trees and that fundraising may possibly be needed

6755.3 Cllr Henson provided details of a useful mobile information trailer located in Monmouth informing people of what to do when they get flooded

6756 PUBLIC COMMENT

6756.1 There were concerns raised about a Grant that was awarded to an organisation based in a neighbouring parish this year. It was stated that more consideration should be given as to whether grants are awarded to organisations outside the parish next year and it was noted that grant levels to organisations will be discussed in the Budget meeting in January 2026

6756.2 It was reported that the Clearwell Recreation Ground play equipment is going rotten and some has been removed

6756.3 It was reported that a road closure wasn't displayed on the website. It was noted that the website needs to be updated

6757 ITEMS FOR FUTURE MEETINGS

Jan 2006 – budget meeting – agree final budget 26/27

Jan 2026 – re visit FODDC Housing & Employment survey

6758 DATES OF FUTURE MEETINGS AND ASSOCIATED TIMETABLE

Date	Time	Meeting	Venue
2026			
13 Jan	1900	Budget setting meeting	Newland (tbc)
27 Jan	1900	Council Meeting	Newland (tbc)
24 Feb	1900	Council Meeting	Redbook (tbc)
31 Mar	1900	Council Meeting	Clearwell (tbc)
14 Apr	1900	Annual Parish Meeting	Redbook (tbc)
28 Apr	1900	Council Meeting	Newland (tbc)
26 May	1900	Council Meeting	Redbrook (tbc)
30 June	1900	Council Meeting	Clearwell (tbc)

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.

Signed - Chair.....2025

The meeting closed at 22.00