

NEWLAND PARISH COUNCIL

newlandparishcouncil.gov.uk

Clerk: Claire Owens

Tel 01594 715050

E:clerk@newlandparishcouncil.gov.uk F: facebook.com/newlandparishcouncil



The Newland Oak 1858

MINUTES OF THE PARISH COUNCIL MEETING HELD IN REDBROOK VILLAGE HALL ON 28th APRIL 2026 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 (Chair), Evans, Henson, Wheeler, Purvis, Norris, Powell and Ms C Owens, Clerk.
1 member of the public.

2604-1 APOLOGIES

None received

2604-2 DECLARATIONS OF INTEREST BY MEMBERS

2604-2.1 Cllr Evans and Henson declared an other interest in Clearwell School
Planning Application (Item 2604-12.1.2)

2604-3 DISPENSATION REQUESTS

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 FODDC Management Development Committee.

2604-4 MINUTES OF MEETING HELD 31 MARCH 2026

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

2604-5 MATTERS ARISING FROM PREVIOUS MEETING

2604-5.1 ENOVERT GRANT APPLICATION - Re 6798.3,6778.3

It was reported that commencement of works will be June 2026. The invoice for the 1st stage payment has been received (item 2604-13.1)

2604-5.2 CLEARWELL CHAPEL RESTORATION - Re. 6798.4

It was reported that there were no further updates

2604-6 TO RECEIVE CLERK'S REPORT

2604-6.1 It was reported that the Clerk and Cllr Davies were going to attend the GALC Devolution training course being held in Coleford on 5th May

2604-6.2 It was reported the external audit is being prepared

2604-7 TO RECEIVE COUNTY COUNCILLOR'S REPORT

Cllr McFarling was asked by Cllr Evans "What is a Biosphere?" He gave an extensive explanation and advised that there is more information on the GCC website.

A copy of his monthly report can be found on the NPC Website

2604-8 TO RECEIVE DISTRICT COUNCILLOR'S REPORT

It was reported by Cllr Wheeler that the last meeting for FODDC was cancelled

2604-9 TO RECEIVE PARISH COUNCILLORS' & COUNCIL REPRESENTATIVES' REPORTS

2604-9.1 It was reported by Cllr Wheeler that he had attended a meeting for Coleford Area Partnership. They are currently looking to fill vacant positions with a greater focus on diversity

2604-9.2 It was reported that Cllr Davies attended a Parish and Town Councils webinar hosted by FODDC. SLA's were discussed and communities' grants to be increased across district

2604-9.3 It was reported by Cllr Davies that she attended Redbrook Millenium Green AGM and that correspondence she and other members had received from a member of the public re herbicide use on the Redbrook Millenium Green was discussed. The group decided to stop further spraying pending public consultation.

2604-10 NOTICE OF CASUAL VACANCY

To note that no updates for the co-option of a new councillor

An advert is to be displayed on the Facebook page and website

2604-11 PUBLIC QUESTIONS

Question – What is decisions have been made in relation to the poly tunnel e.g ownership, insurance and location

Answer – The Chair advised that it is on the agenda in Item 2604-16.1

2604-12 PLANNING

2604-12.1 FOREST OF DEAN DISTRICT COUNCIL – APPLICATIONS RECEIVED

	Ref	Location	Details	Decision
2604-12.1.1	P0370/26/FUL	Bearse Barn St Briavels	Replacement roof structure including hardwood truss frame (replicant of the previous structure)	No Objection
2604-12.1.2	P0404/26/TCA	Clearwell School	Hedge line at the rear of the astroturf play area. Reduce all the Hazel and mixed hedge to fence height	No Objection subject to recommendations

2604-12.2 FOREST OF DEAN DISTRICT COUNCIL- DECISIONS

	Ref	Location	Details	Decision
2604-12.2.1	P0167/26/FUL	Cherry Orchard Farm, Newland	Self build conversion of a redundant barn into dwelling	Pending
2604-12.2.2	P0326/26/TCA	CastleFarm Clearwell	Felling of end of life Ash tree to allow for access to repair works	Approved
2604-12.2.3	P1060/25/FUL	Old.Crow Cottage Redbrook	Erection of a two -storey rear extension with single -story side extention	Granted Permission
2604-12.2.4	P0183/26/TCA	Tudor Farmhouse, Clearwell	Reduction of Leylandii hedge	Approved

2604-12.3 WELSH GOVERNMENT PLANNING INSPECTORATE

	Ref	Location	Details	Decision
2604-12.3	Appeal Correspondence 2025/00319	Land at Puddingstone Wood Redbrook	Retention of a forestry building	They will contact us with a date

To note the response submitted to appeal correspondence received and the appeal process

2604-13 FINANCE

2604-13.1 ACCOUNTS FOR PAYMENT

It was resolved to authorise the following payments. Authority Localism Act 2011, s.1(1).

26/25 The balance to be paid when the receipt of the Tubs has been received

Cllrs Davies & Henson to authorise at the bank.

Ref	To	For	Amount	VAT	Payment
26/23	C Owens	Salary Jan	CONFIDENTIAL		
26/23		Travel	£30.60		
26/23		Allowance	£122.23		CONFIDENTIAL
26/24	HMRC	PAYE	CONFIDENTIAL		CONFIDENTIAL
26/25	Tracey Pennington – Balance of project agreed by full council	Clearwell Blooms Project	£425.00		£425.00
26/26	Enovert CRG	Advance Payment	£27,861.45	£5,572.29	£33,433.74
26/27	Cloudnext	Subscription	£49.99	£9.99	£59.98

2604-13.2 INCOME RECEIVED: to note:

Start of Financial Year 2026/27	0.00
Changes (Enovert Grant advance payment)	27861.45
Precept	17600.00
Current figure	45461.45

2604-13.3 IN-HOUSE FINANCIAL CHECKS

It was noted that the checks will be deferred to June 25 to obtain a larger sample

2604-13.4 UNITY TRUST BANK

It was reported that Cllr Powell is required to sign an application form for the Clerk to return

2604-14 GOVERNANCE POLICIES

2604-14.1 It was noted that the policies for yearly revisions/approval are due in May 26 and the Clerk will send out to Cllrs for review before the meeting

2604-15 HIGHWAYS & RIGHTS OF WAY

2604-15.1 The road works closures log was discussed, and amendments were suggested to the Clerk

It was reported that the drains at the end of Redbrook have now been cleared

2604-15.2 The Highways and Rights of Way Actions Log was discussed and amendments suggested to the Clerk

The diversion for the A466 was discussed. The impact of HGV's to be discussed with Nathan Choat by the Clerk

2604-15.3 The condition of footpaths in the parish was discussed – Cllr Henson to contact Jeff Wheeler for further information

2604-16 PARISH COUNCIL WORKING GROUPS AND COMMUNITY PROJECTS

2604-16.1 CLIMATE ACTION WORKING GROUP

- It was reported that the polytunnel is currently being stored by Cllr Henson. It is currently insured through the Parish Council until it is transferred to a constituted group

More information is to be shared within the community for suggestions on how to manage the project going forward.

- An additional Grant Application for £2,800 from Greener Gloucestershire by NPC on behalf of Clearwell Community Gardens was considered. If successful, funds will be used to provide fencing.
It was resolved to approve the submission. Clerk to submit the application on 29th April
- It was suggested that any future Grants applied for should be published on the website

2604-16.2 BIODIVERSITY AND HERITAGE WORKING GROUP

- It was reported that a meeting took place on 14th April
- A Heritage Asset Register is being produced, and Cllr Wheeler has taken photos of assets to be included in a quiz for residents
- It was suggested that an Instagram account be created to share photos and these should also be posted to the website
- To note the next meeting on 8th May at 2pm – Venue TBC

2604-16.3 JOINT GRANT APPLICATION WITH CRGC TO BARNWOOD TRUST

- An application to Barnwood Trust for £100,000 is being applied for by CRGC and they need NPC to be a joint applicant
- It was resolved that NPC will act as joint applicant subject to being legally able to do so

2604-17 WYE RESTORATION & CONSORTIUM OF WYE VALLEY COUNCILS (CWVC)

To receive a report of the meeting and planned activities

To consider a motion for adopting the FODCC Charter for the Rights of Rivers

It was resolved to defer this item to the next meeting

2604-18 EXTERNAL AUDIT

The following documents were discussed and it was resolved to approve their submission to the External Auditor

2604-18.1 Annual Internal Audit Report (AIAR)

2604-18.2 Annual Governance Statement (AGS)

2604-18.3 Accounting Statement (AS)

2604-18.4 Bank Reconciliation

2604-18.5 The dates for the exercise of public rights – To note the dates of 8th June – 17th July

2604-18.6 Year End Reserves analysis

2604-19 NEWLAND VILLAGE ROOM GRANT APPLICATION

The Grant application to replace the wood panelling was discussed and it was agreed that NPC were unable to award the requested amount at this time.

A motion to grant a lower amount of £500 was discussed and voted on and it was resolved to grant this amount

2604-20 REDBROOK CHURCH KITCHEN GRANT APPLICATION

To note that no further information has been received

2604-21 DBS CHECKS FOR COUNCILLORS

To discuss and agree the implementation of DBS checks

It was resolved to defer this item to the next meeting

2604-22 ANNUAL PARISH MEETING

Final arrangements were discussed and agreed. It was noted that the date is 12th May 2026. Refreshments at 6.30pm with the meeting starting at 7.00pm

2604-23 CORRESPONDENCE

- | | |
|-----------|--|
| 2604-23.1 | A request was sent by English Rural Housing Association to ask if NPC could display a poster advertising an available rental property in Clearwell on our Facebook Page. This was agreed subject to a change of wording |
| 2604-23.2 | An email was received by a member of the public regarding the Motocross events that are held in Clearwell. It was noted that information regarding the owner of the land is being sought and then further enquiries can be made by the Clerk |

2604-24 MINOR MATTERS

No minor matters were raised

2604-25 PUBLIC COMMENT

2604-25.1 **Polytunnel** – A member of the public asked

- Is it solely for Alex Corfield and his group to use
- It's not been mentioned on the WhatsApp group and there are no notices displayed. It also hasn't been raised with the CRG Committee
- Can it go on Clearwell Recreation Ground instead of being situated on private land so it can better serve the community

It was suggested that Alex Corfield should share information so the public can be more involved in the developing project

2604-26 ITEMS FOR FUTURE MEETINGS

May 2026 – Annual Parish Meeting
May 2026 – Revision/Approval of Governance Policies
June 2026 – DBS Checks for Councillors

2604-27 DATES OF FUTURE MEETINGS AND ASSOCIATED TIMETABLE

Date	Time	Meeting	Venue
2026			
12 May	1900	Annual Parish Meeting	Redbrook
26 May	1900	Annual Parish Council Meeting	Clearwell
30 June	1900	Council Meeting	Newland
28 July	1900	Council Meeting	Redbrook
29 Sept	1900	Council Meeting	Clearwell
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.

Meeting closed at 21.52