

NEWLAND PARISH COUNCIL

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The Newland Oak 1858

MINUTES OF THE PARISH COUNCIL MEETING HELD IN CLEARWELL MEMORIAL HALL ON 26th MAY 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 Wheeler (Chair), Davies Evans, Henson, Wheeler, Purvis, Norris, Powell and Ms C Owens, Clerk.
4 members of the public.

2605-1 ELECTION OF CHAIR

Cllr Wheeler was elected Chair, he signed his declaration of Acceptance of Office

2605-2 ELECTION OF VICE CHAIR

Cllr Davies was elected Vice Chair, she signed her declaration of Acceptance of Office

2605-3 APOLOGIES

Cllr McFarling

2605-4 DECLARATIONS OF INTEREST BY MEMBERS

None

2605-5 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.

2605-6 MINUTES OF MEETING HELD 28 APRIL 2026

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

2605-7 MATTERS ARISING FROM PREVIOUS MEETING

2605-7.1 Re 6798.3,6778.3 - ENOVERT GRANT APPLICATION

It was reported that commencement of works will be 28th May 2026

2605-7.2 Re. 6798.4 CLEARWELL CHAPEL RESTORATION

It was reported by that discussions will need to take place with the Diocese to determine the objectives of the project going forward

2605-8 GOVERNANCE POLICIES

2605-8.1

The following policies were reviewed, and it was resolved to approve them

1. Standing Orders Part A
2. Committees, Sub Committees and Working Groups Part B
3. Code of Conduct Part C
4. Financial Regulations Part D
5. Complaints and Grievance Procedure Part EFG
6. Civility Respect and Dignity Part HI
7. Freedom Of Information, Data Protection and Risk Assessment Part JKL
8. Internal controls policy Part M
10. Planning applications procedure Part O
11. Community Engagement policy Part P
13. Protocol for filming / recording meetings Part R
14. Home / lone working policy Part S
15. Training policy Part T
17. Document Retention, disposal and IT Part W X policy
18. Publication Scheme Part Y
19. Accessibility Statement Part Z

The following policies are to be reviewed at the meeting in June 2026

9. Social Media policy Part N
12. Grant Awarding policy Part Q
16. Biodiversity policy Part U

2605-9 REVIEW OF DELEGATION ARRANGEMENTS & TERMS OF REFERENCE FOR WORKING GROUPS

The Delegation Arrangements & Terms of Reference for the following Working Groups/Committee were reviewed and approved

2605-9.1 Climate Action Working Group

2605-9.2 Staffing Committee

2605-9.3 Parish Plan Working Group

2605-9.4 Biodiversity and Heritage Working Group

2605-10 CONFIRM / APPOINT MEMBERS TO COMMITTEES, WORKING GROUPS AND OUTSIDE BODIES

The following Cllrs were confirmed/appointed

2605-10.1 Climate Action Working Group – Henson, Davies, Evans

2605-10.2 Staffing Committee – Davies, Purvis, Wheeler, Evans

2605-10.3 Parish Plan Working Group -All Councillors

2605-10.4 Biodiversity and Heritage Working Group – Davies, Powell, Wheeler

2605-10.5 Forest of Dean Health Forum – Davies, Norris

2605-10.6 Clearwell Quarry Liaison Group – Purvis, Henson, Evans

2605-10.7 Clearwell Recreation Ground Committee - Henson

2605-10.8 Clearwell Recreation Ground Committee (reserve) - Norris

2605-10.9 Halls Charity - Purvis

2605-10.10 Stowfield Quarry Liaison Group - Purvis

2605-10.11 Stowfield Quarry Liaison Group (reserve) – Not required

2605-10.12 Coleford Area Partnership – Wheeler, Norris, Powell

2605-10.13 Bells Foundation Charity - Powell

2605-10.15 Consortium of Wye Valley Councils – Davies (also the Chair)

2605-11 GENERAL POWER OF COMPETENCE

It was reported that NPC will regain the General Power of Competence after the Clerks completion of the CiLCA qualification

2605- 12 ASSET REGISTER

It was reported that the Asset register is unchanged since September 2025 apart from the additions of the Polytunnel and the Clerks Laptop. Some amendments will be needed to the play equipment on Clearwell Recreation Ground due to new items being received and disposals.
Inspection of assets are due by September 2026

2605 – 13 INSURANCE SCHEDULE

It was reported that the insurance schedule will be amended following changes to the Asset Register

2605- 14 DETERMINE DATES OF REGULAR MEETINGS

The regular meeting dates for the year were noted

2605-15 TO RECEIVE CLERK'S REPORT

2605-15.1 It was reported by the Clerk that the External Audit has been submitted

2605-15.2 It was reported that the Clerk will begin the CiLCA study course on 1st June

2605-16 TO RECEIVE COUNTY COUNCILLOR'S REPORT

To display on the Website when the report is received

2605-17 TO RECEIVE DISTRICT COUNCILLOR'S REPORT

It was reported that Cllr Wheeler attended the FODDC AGM.

It was reported by Cllr Wheeler that the Biosphere process has been paused for 6 months to allow for a proper public consultation

2605-18 TO RECEIVE PARISH COUNCILLORS' & COUNCIL REPRESENTATIVES' REPORTS

It was reported that Cllr Henson attended a Biosphere Commoner meeting which was insightful in highlighting the different perspectives

2605-19 PUBLIC QUESTIONS

Question - Clearwell Chapel -A member of the public asked Cllr Henson what it is going to be used for if it is restored

Answer - It is a grade two listed building so the goal is to preserve it. There has been lots of ideas and it was suggested that more public meetings are held to explain what the options are

Question - Polytunnel - A member of the public commented that they were not satisfied with the how the questions were answered at the last meeting

- They are concerned that a small group of friends on private land are using public money and they now want to apply for another grant.
- They asked if they would be supported if they wanted to apply for a grant for a polytunnel on their own private land

Answer - The Polytunnel will be put on the next Agenda

2605-20 PLANNING

2605-20.1 FOREST OF DEAN DISTRICT COUNCIL – APPLICATIONS RECEIVED -NONE

2605-20.2 FOREST OF DEAN DISTRICT COUNCIL- DECISIONS

2605-20.3 WELSH GOVERNMENT PLANNING INSPECTORATE

	Ref	Location	Details	Decision
2605-20.2.1	P0370/26/FUL	Bearse Barn St Briavels	Replacement roof structure including hardwood truss frame (replicant of the previous structure)	Granted Permission
2605-20.2.2	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	Approved

	Ref	Location	Details	Decision
2605-20.3	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. The Clerk to request an update

2605-21 FINANCE

2605-21.1 ACCOUNTS FOR PAYMENT

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

Cllrs Davies & Henson to authorise at the bank.

Ref	To	For	Amount	VAT	Payment
26/28	C Owens	Salary May	CONFIDENTIAL		
26/28		Travel	£27.00		
26/28		Allowance	£104.60		CONFIDENTIAL
26/29	HMRC	PAYE	CONFIDENTIAL		CONFIDENTIAL
26/30	GALC	Training	£90.00		£90.00
26/31	GALC	Internal Audit	£250.00		£250.00

2605-21.2 INCOME RECEIVED: to note:

B/fwd	45461.45
Changes (VAT Refund)	5805.97
Current figure	51267.42

2605-21.3 IN-HOUSE FINANCIAL CHECKS

Checks were undertaken by Cllr Davies and Henson at 18.30

2605-22 WYE RESTORATION & CONSORTIUM OF WYE VALLEY COUNCILS (CWVC)

A report of the recent meeting and planned activities was given by Cllr Davies

A motion to adopt the FODDC Charter for the Rights of Rivers was proposed, seconded and put to a vote. The motion was carried

2605-23 HIGHWAYS & RIGHTS OF WAY

2605-23.1 The road works closures log was discussed, and amendments were suggested to the Clerk

2605-23.2 The Highways and Rights of Way Actions Log was discussed and amendments suggested to the Clerk

The diversion for the A466 was discussed.

2604-23.3 The condition of footpaths in the parish was discussed – Cllr Henson has contacted Jeff Wheeler for further information. Cllr Wheeler has been walking some of the Footpaths to assess accessibility.

2605-24 CORRESPONDENCE

To note that correspondence was received for the Village of the Year competition and discussions will need to take place for applying in 2027

2605-25 MINOR MATTERS

It was reported by Cllr Norris that a resident in Newland observed horse waste being disposed of in the brook. The owner of the land to be contacted

2605-26 PUBLIC COMMENT

None

2605-27 ITEMS FOR FUTURE MEETINGS

June 2026 – DBS checks
June 2026 – Polytunnel
June 2026 – Footpaths
June 2026 – Notice of casual vacancy
June 2026 – Parish Council Working Groups and Community Projects
June 2026 – Redbrook Church Kitchen Grant
July 2026 – Unity Trust Bank
July 2026 – Village Fridge Redbrook
July 2026 – Review Policies N, Q and U
July 2026 – Asset Register and Insurance Schedule

2605-28 DATES OF FUTURE MEETINGS AND ASSOCIATED TIMETABLE

Date	Time	Meeting	Venue
2026			
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 21.28