

**Minutes of the Parish Council Meeting held on Wednesday 17<sup>th</sup> June 2026 at 7.00pm held at Sedbury and Beachley Village Hall, Sedbury.**

**Present:** Councillors: Allan, Burgess, Stead, Swambo, Tullett and Walsh (Chairman).

Officers: Carol Hinton (Clerk), David Stevens (Assistant Clerk)

County Councillor Chris McFarling. District Councillor Johnathan Lane.

**1. ATTENDANCE**

- a) **Resolved to receive** apologies for absence from those councillors unable to attend from Cllr Russell.
- b) **Resolved to approve for acceptance** those apologies received with reasons for absence from Cllr. Russell.  
In the Chairman's absence, the Vice Chairman, Cllr Walsh, acted as Chairman.

**2. DECLARATIONS OF INTEREST**

- a) **To receive Declarations of Interest** in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and in accordance with the provisions of the Localism Act 2011 in respect of members.  
*Interests may be declared at any time during the meeting should they become apparent.*  
**Cllr Walsh declared an interest in item 21.**
- b) **Resolved to note** Notice of Dispensation requested by members of the Mopla Cottages Committee issued by the Clerk and to be signed at the meeting which was duly signed.
- c) **Resolved to note** Notice of Dispensation requested by members of the Sedbury and Beachley Village Hall Committee issued by the Clerk and to be signed at the meeting which was duly signed.
- d) **To consider any Dispensation Requests** received by the Parish Clerk and not previously considered. **None.**

**3. MINUTES OF PREVIOUS MEETING**

- a) **Resolved to approve** as a correct record the minutes of the meeting held on 13<sup>th</sup> May 2026.
- b) **To consider any questions** arising from those minutes. **There were none.**

**4. PUBLIC CONSULTATION**

**To receive and consider any questions from the Public**, which may be answered but not debated. **None present.**

**5. RESIGNATION OF COUNCILLOR KONING**

**Resolved to note** resignation of Councillor Koning and that a Casual Vacancy notice has been notified to the District Council and posted on noticeboards and website.

**6. TO CONSIDER PLANNING APPLICATIONS RECEIVED**

- a. **P0575/26/TPO** – Woodcroft House, Gower Lane, Woodcroft, Chepstow.  
Undertake the following works to trees covered by Tree Preservation Order number DFTPO 130. Ash T6, reduce whole tree by one third as it has become too large with numerous limbs having fallen off this year. Thuja T18, remove dead branches. Cedar T30, reduce branches that are touching the house by between 1 and 2 metres as shown on the accompanying photograph.  
**Tidenham Parish Council supports this planning application.**
- b. **P0597/26/TPO** – 26 Bigstone Meadow, Tutshill, Chepstow, NP16 7JU.  
Lift canopy of Acer covered by T1 of Tree Preservation Order number DFTPO 152 by 3 metres to maintain health of the tree by preventing heavy foliage from causing breaks of both major and minor branches in adverse weather conditions.  
**Tidenham Parish Council supports this planning application.**
- c. **P0194/26/FUL** – 43 Inner Loop Road, Beachley, Chepstow, NP16 7HF.  
Alterations and extensions to the existing dwelling with associated works.  
**Tidenham Parish Council supports this planning application.**
- d. **P0095/26/FUL** – Sheercliffe, Coleford Road, Tidenham, Chepstow.  
Erection of a two-storey extension and double garage.  
**Tidenham Parish Council does not support this planning application for the same reasons as previously advised.**

e. **P0636/26/TPO** – Beachley House, Beachley, Chepstow, NP16 7HG.

Undertake the following works to trees covered by Tree Preservation Order number DFTPO123. Cedar T9, reduce overextended limbs in upper canopy by 3 metres to relieve weight on main stem, reduce the limb extending over Beachley Road by approximately 3 metres in order to remove overhang from the highway, reduce stubs facing towards the house back to suitable branch collars and remove hanging branches and dead wood from within the canopy. Holm Oaks T10 and T11, reduce canopies by approximately 4 metres due to decay present at the base of both trees and their close proximity to the highway, remove branches overhanging Beachley Road and shape remaining canopy to maintain a suitable natural form where appropriate. False Acacia T1, reduce canopy by approximately 4 metres due to visible canopy dieback.

**Tidenham Parish Council supports this planning application.**

7. **TO REPORT ON PLANNING DECISIONS TAKEN UNDER DELEGATED POWERS (s101)**

None.

8. **TO CONSIDER CORRESPONDENCE RECEIVED RE HIGHWAY ISSUES**

- a) **To consider** reporting of hedge overhanging pavement by the wall at Tutshill School.
- b) **To consider** reporting of tree overhanging road and blocking visibility near wall at Tutshill School.

**The Chairman reported that both of these issues have now been dealt with by Glos CC Highways.**

9. **POLICING IN THE PARISH**

- a) **Resolved to note** Police crime statistics for Tidenham and Sedbury can be accessed following this link.  
[Tidenham and Sedbury | Police.uk \(www.police.uk\)](https://www.police.uk)

Clerk to email Nick Evans, Deputy PCC, to ask why the statistics are showing '0' for the months since February 2026.

10. **COMMITTEES**

**Resolved to receive** reports, minutes and recommendations from committees and to consider any questions arising from them.

- i) Amenities Committee meeting held on 20<sup>th</sup> May 2026.

There were no questions to Councillor Michael Swambo, Chairman of the Committee.

- ii) Finance and Probity Committee meeting held on 3<sup>rd</sup> June 2026.

There were no questions to Councillor Justine Burgess, Chairman of the Committee.

- iii) Mopla Cottages Committee meeting held on 3<sup>rd</sup> June 2026.

There were no questions to Councillor Thomas Allan, Chairman of the Committee.

- iv) Sedbury and Beachley Village Hall Committee meeting held on 3<sup>rd</sup> June 2026.

There were no questions to Councillor Michael Swambo, Chairman of the Committee.

11. **CHAIRMAN'S ANNOUNCEMENTS**

**Resolved to receive and note any announcements from the Chairman** of the meeting.

None.

12. **REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

**Resolved to note** reports from Chris McFarling and Johnathan Lane, District Councillor.

Cllr. Lane – the DC is busy with the ongoing Local Plan and the Biosphere plans.

Cllr. Allan asked if there were to be DC elections in 2027 alongside those for the new unitary authority. Cllr

Lane confirmed that the DC Chief Exec. had said there were to be no elections. The Clerk will ask for guidance on this as it has not been the advice given by GALC.

Cllr Tullett asked if extending the decision on the Biosphere application by six months will mean it will not go ahead. Cllr McFarling said that it was not a complete rejection of the proposal and that consultation will continue for six months. It will then be up to the DC if it is taken forward or 'parked' until September 2027.

Monthly updates on programme of activities and feedback will now need to be provided. Cllr McFarling said that this has been very frustrating, particularly as objections to the Biosphere have been generated using AI that has included incorrect information which has then been submitted as views on it. Would the PC support the Biosphere proposal? The Chairman stated that she felt more information was needed. Cllr McFarling will look at dates to hold a public information session at the Sedbury Hall during July.

Cllr Swambo asked how the grant funding for help with substance abuse will be allocated. He has heard nothing about it.

Cllr Walsh – could the Grass Roots Grant be used for something to replace the telephone box that is due to be removed from Tutshill. Initial suggestions are for recycling bins, seed exchange. Could Parish Councillors send suggestions for the use of the area by the end of the week. Concerns about parking at the site were raised. Cllr McFarling noted that details on community grants are on the DC website.

Cllr McFarling – had attended an online meeting on the old Wye Bridge. Cllrs Tullett and Walsh had also attended. Details on its partial re-opening to pedestrians, bicycles and wheel chair/mobility scooter users from Saturday 20<sup>th</sup> June have been shared.

### 13. **PARISH CLERK'S REPORT**

**Resolved to receive and note** the Parish Clerk's Report. All items requiring the council to make a decision had been specified separately on the agenda.

### 14. **SEDBURY AND DISTRICT LEISURE GARDENERS ASSOCIATION**

**Resolved to approve** annual Management Fee of £640 per annum to be paid for 2026, (three year fee agreed 2024).

### 15. **FINANCE**

- a) **Resolved to approve payments** according to the Financial Statement for May 2026.
- b) **Resolved to receive and approve the Financial Statement** for May 2026.
- c) **Resolved to note** the annual AutoSpeedWatch data licence was due to expire on 20<sup>th</sup> May 2026. The licence fee for 26/27 of £198 (which includes Tamper Alarm Service) plus VAT – total £237.60 - was paid by bank transfer on 14<sup>th</sup> May to avoid a re-registration fee.
- d) **Resolved to approve** Cllr Clive Russell to replace GJ Koning as signatory for the Lloyds Bank current and business accounts and the Monmouthshire Building Society Account.

### 16. **INFORMATION COMMISSIONER'S OFFICE (ICO) – REGISTRATION FEE**

**Resolved to note** under the GDPR/Data Protection Act 2018, the renewal registration fee of £47 is due to be paid to the ICO by Direct Debit on or around 25/06/26. This includes a £5 reduction in the total fee of £52 for paying by direct debit.

### 17. **PUBLIC AND CHARITABLE BODIES**

- a) **Resolved to approve** appointment of Councillor Thomas Allan as lead councillor for Partnership Chepstow and GALC Devolution Working Group.
- b) **Resolved to approve** appointment of Councillor Burgess as Councillor Representative Trustee to Poor's Allotments Charity.

### 18. **ANNUAL INTERNAL AUDIT REPORT 2025/26**

**Resolved to approve and note** Annual Internal Audit Report for 2025/26 and that no issues had been identified or actions required. One recommendation made to introduce Risk Management Policy which will be actioned in July.

### 19. **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2025/26**

**Resolved to note** the AGAR has been submitted to the external auditor, PKF Littlejohn. The notice for the period for the Exercise of Public Rights (3<sup>rd</sup> June – 14<sup>th</sup> July) has been displayed on the noticeboards and website and the unaudited AGAR and Internal Audit Report put on the website.

### 20. **SEDBURY AND BEACHLEY VILLAGE HALL INSURANCE**

- a) **Resolved to approve** suitability of insurance through Zurich Insurance Plc for Sedbury and Beachley Village Hall (S&BVH) as recommended by Community First.
- b) **Resolved not to approve** annual renewal of insurance for S&BVH with Zurich Insurance Plc for one year - total cost £758.88 inc. This represents an increase of £70.86 and includes index linking of sums insured, IPT and a commission retained by Community First.

- c) **Resolved to approve** renewal of insurance for S&BVH with Zurich Insurance Plc for a new 3 year Long Term Agreement (LTA) – year 1 @ £719.92. This represents an increase of £31.90 and includes index linking of sums insured, IPT and a commission retained by Community First.
- d) **Resolved to approve** Clerk to pay Community First after the meeting once a decision on the renewal has been made.

## 21. SEDBURY AND BEACHLEY VILLAGE HALL TODDLER PLAY AREA PICNIC BENCHES

**Cllr Walsh declared an interest in this item and did not take part in the discussion or vote.**

**To consider** the following quotations for the installation of 2 x concrete plinth areas - 2100mm x 1840mm x 10mm - for the 2 x new accessible picnic benches (purchase agreed at the April 2026 meeting), including assembly and anchoring down of benches and waste away.

- a) **Greenfields Garden Services** for £3186.21 plus VAT. Total cost £3823.45.
- b) **Luke Walsh** for £3250.00 including VAT where applicable. This quote includes Installation of A142 steel reinforcement mesh, correctly positioned on spacers within concrete pads.
- c) **Howard Rees** for £2120 no VAT.

**Resolved to approve quotation from Howard Rees @ c) of £2120.** Clerk to ask if his quote includes steel mesh, although this is preferable but not essential.

## 22. OPENSACES GROUP UPDATE

**Resolved to note** update from the Open Spaces Group on the proposed Buttington Road family park.

Councillors had been disappointed with the response to the survey from Wyedean School and its lack of engagement. This should be re-visited, but the family park planning to go ahead.

## 23. GLOUCESTERSHIRE ASSOCIATION OF LOCAL COUNCILS (GALC)

**To consider** motion to be submitted by the Parish Council for consideration at the GALC AGM – 26/09/26.

**There was no motion suggested.**

## 24. CORRESPONDENCE

**Resolved to receive and consider** any other correspondence as detailed in the Clerk's Report.

The Clerk had received an email expressing an interest in being involved in creating community orchards in the Parish. Councillors agreed to contact the person once the design of the equipment for the Buttington Road family park had been received.

## 25. COUNCILLORS' REPORTS

**Resolved to receive and note** any matters which councillors wish to raise and where appropriate add to the agenda for the following meeting or meetings of committees.

Cllr Swambo – had attended an Active Wellbeing Strategy event which had come up with some good ideas on promoting active wellbeing in the Forest of Dean. Also – had attended a meeting with Two Rivers on working together with local communities. They have a new CEO. He had again raised the possibility of using the now closed retail outlet next to the hall as a youth centre for quiet / STEM clubs.

Cllr Allan – the verge between Elm Road and the garage on Gloucester Road is overgrown and making it difficult to use the pavement. He will report through the County Council [FixMyStreet](#) .

Cllr Burgess – the grass area at Daneshill is very high and stands out from the surrounding grass areas that have been cut. This area belongs to Two Rivers who do not cut frequently.

## 26. FUTURE MEETINGS

**Resolved to note** the dates of future council and committee meetings:

Wednesday 8<sup>th</sup> July 2026 – Amenities Committee Meeting.

Wednesday 15<sup>th</sup> July 2026 – Full Council Meeting.

**The meeting concluded at 2028hrs**