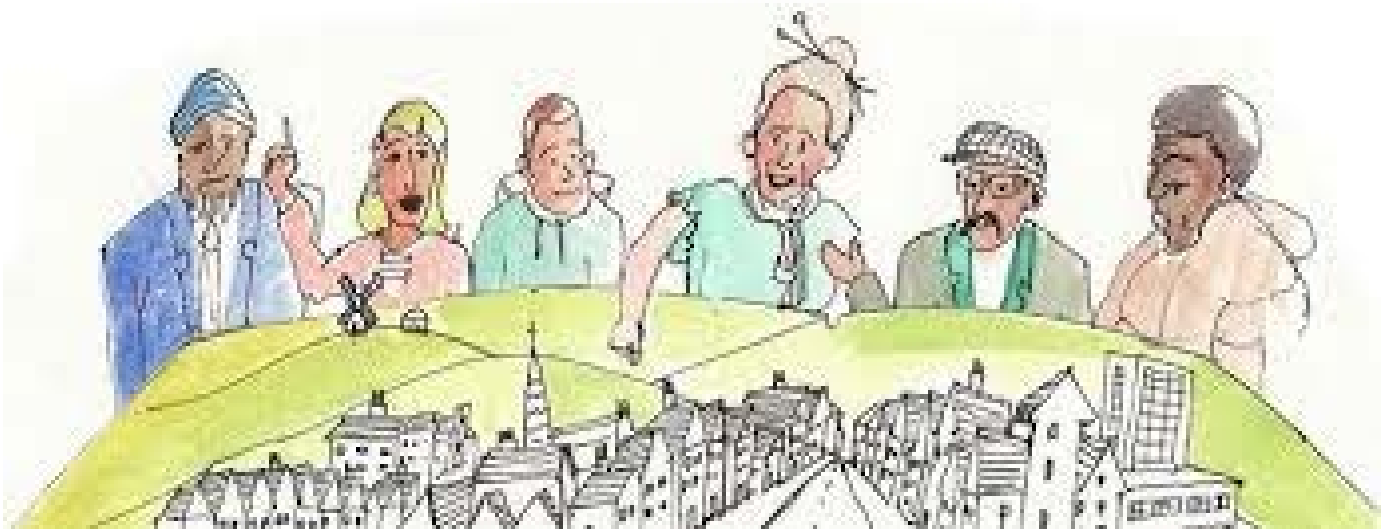




LYDNEY TOWN COUNCIL



ANNUAL TOWN MEETING REPORT 2016/17

(PART 1 – Council Reports)

Use of cartoon courtesy of Locality.org.uk (<http://mycommunityrights.org.uk/neighbourhood-planning/>)

Artist's details available via - <http://morethanminutes.co.uk/>

Lydney

Annual Town Meeting

at

The Town Hall, Lydney

On Monday 24th April 2017 at 7.00pm

All Parishioners on the Electoral Role are invited to attend the
Annual Town Meeting

B Berryman

ClIr B Berryman

Mayor – Lydney Town Council

AGENDA

(Meeting to be called to Order by the Mayor)

Housekeeping

1. Apologies
2. Adoption of the previous Minutes of the Annual Town Meeting held on 18th April 2016
3. The Mayor's Annual Report for 2016/17
4. Annual Police Report
5. To receive the following Annual Town Council Reports:
 - ❖ Planning & Highways Committee – Chairman's Report (ClIr A Preest)
 - ❖ Amenities Committee Report (ClIr C Harris)
 - ❖ Burial Committee Report (ClIr H Ives)
 - ❖ Finance & Scrutiny Committee - Chairman's Report (ClIr B Pearman)
- Spending Plan for 2017/18
 - ❖ CEOs Report
 - ❖ Head Grounds Man Report
6. To receive the Annual County Councillor's Report (CClIr A Preest)
7. To note the annual Charitable Trust Reports;
 - ❖ Bathurst Park and Recreation Trust
 - ❖ Lydney Recreation Ground Trust
8. To receive a selection Community Reports (Hard copies enclosed)
9. Public Questions (Questions submitted in advance of meeting by the general public)

Please note: Should any member of the electorate wish to raise a further question following the ATM they are respectfully requested to submit their question, in writing, to the Town Council for which they will then receive a formal response, tendered by the Mayor, as part of the Town Council's May Full Council Meeting to which they are more than welcome to attend.

Close

MISSION STATEMENT

'Lydney Town Council is dedicated to meeting the needs and aspirations of the whole community , to improving the quality of life for people living in Lydney and to enhance the attractiveness of the town as a place in which to live, work, visit or invest.

Corporate Objectives

- *To provide a strong and independent voice for Lydney*
- *To provide high standard and cost effective services*
- *To preserve and enhance the traditions, character and identity of our Market Town*
- *To promote Lydney as a clean, safe, welcoming and socially inclusive town for all*
- *To support, maintain and promote the use of local facilities*
- *To encourage appropriate developmental growth*
- *To encourage citizenship and localism*
- *To work in partnership with others to achieve more for Lydney and its surrounding areas'*

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Annual Town Council Committee Reports:

- ❖ **Planning & Highways Committee – Chairman's Report**
- ❖ **Amenities Committee Report**
- ❖ **Burial Committee Report**
- ❖ **Finance & Scrutiny Committee - Chairman's Report**
- *Spending Plan 2017/18*

CEO Report

Head Grounds Man Report

Gloucestershire County Councillor's Report

Education & Youth Liaison Report

Multi-Agency Flood Defence Report

Custodial/Sole Trustee Reports;

- ❖ **Bathurst Park and Recreation Trust**
- ❖ **Lydney Recreation Ground Trust**

Community Reports:

- ❖ **Friends of Bathurst Pool**
- ❖ **Forest Foodbank**
- ❖ **Friends of Lydney Hospital**
- ❖ **Lydney Coastal Community Team**
- ❖ **Royal British Legion**
- ❖ **Lydney War Memorial Trust**
- ❖ **Lydney Town Hall Trust Management Committee Report**
- ❖ **Lydney Community Centre**
- ❖ **The Victoria Centre**
- ❖ **Lydney Festival**

Community Sports Clubs:

- ❖ **Lydney RFC Annual Report**
- ❖ **Lydney Tennis Club**
- ❖ **Parkrun**

Current List of Serving Councillors

Lydney Town Council's Opening Hours

**Annual Town Meeting
Held at Lydney Town Hall, Lydney
Monday 18 April 2016 at 7.00 pm**

Present: Lydney Town Council
B Berryman (Mayor), D Biddle, R Christodoulides, J Greenwood, C Harris, H Ives,
C Legg, B Pearman, A Preest, D Pugh and D Street

Mrs J Smailes - Chief Executive Officer
Miss C Wheeler - Executive Officer
Mr R Lewis – Independent Internal Auditor, Wildin & Co

Gloucestershire Police
P S Sleeman, Lydney

35 Members of the Public

Councillor Berryman welcomed all present to the meeting and explained that no practice fire evacuations were scheduled during the event. Attendees were then informed of the location of the fire exits.

All attendees were provided with a copy of the newsletter containing extracts of reports contained in the full version of Lydney Town Council's Annual Report 2015/16 (copies of both documents were available to download from the Town Council's website after the meeting). Attendees were also provided with copies of the slides referred to by Cllr Pearman during his presentation.

1. **APOLOGIES**
Apologies for absence were received and noted from Cllr Beddis.
2. **APPROVAL OF MINUTES**
The minutes of the Annual Town Meeting dated 20 April 2015 were confirmed and approved as a true record and duly signed. **Proposed by Cllr Harris, seconded by Cllr Christodoulides.**
Unanimous.
3. **MAYOR'S ANNUAL REPORT FOR 2015/16** – Cllr B Berryman
Cllr Berryman read out his report, as contained in the Council's Annual Report for 2015/2016.
4. **ANNUAL POLICE REPORT**
PS Sleeman read out the Community Policing report, as contained in the Council's Annual Report for 2015/2016.
5. **LEAH HOPES**
Miss Hopes provided all present with a presentation on her recent trip to California with Girl Guiding UK, which was enjoyed by all.
6. **LYDNEY TOWN COUNCIL COMMITTEE REPORTS**
Planning and Highway Committee – Cllr Preest
Cllr Preest read out the Committee's report, as contained in the Council's Annual Report for 2015/16.

Amenities Committee – Cllr Harris

Cllr Harris read out the Committee's report, as contained in the Council's Annual Report for 2015/2016.

Burial Committee – Cllr Harris

Cllr Harris read out the Committee's report, as contained in the Council's Annual Report for 2015/2016.

Finance and Scrutiny Committee – Cllr Pearman

Cllr Pearman read out the Committee's report, as contained in the Council's Annual Report for 2015/2016.

Cllr Pearman then gave a presentation which explained the difference between the Council's Precept figure for 2015/2016 and 2016/2017 (as shown in Forest of Dean District Council's Council Tax booklet) and the actual Precept Demand/amount received. Copies of the slides were provided to all members of the public present.

Neighbourhood Development Plan – Cllr Pearman

Cllr Pearman read out the Committee's report, as contained in the Council's Annual Report for 2015/2016.

All present were reminded by the Mayor of the criticism levied at the Town Council for having the highest Precept in the District. However, all were reminded that the Council was still paying for a Public Works Loan which had been taken out to rebuild the Pavilion in Bathurst Park following an arson attack (the cost of which should really be shown against the Bathurst Park and Recreation Trust), together with the costs of providing Bathurst Park and Lydney Recreation Ground. It was noted that should the Council cease contributing to Bathurst Park and Recreation Trust and Lydney Recreation Ground it was likely that its Precept would be on par with Coleford Town Council.

7. **COUNTY COUNCILLOR REPORT**

County Cllr Preest read out his report, as contained in the Council's Annual Report for 2015/2016.

8. **CHARITABLE TRUST REPORTS**

Bathurst Park and Recreation Trust – Trustee H Ives

Trustee Ives read out the Trust's report, as contained in the Council's Annual Report for 2015/16.

Lydney Recreation Trust – Trustee Biddle

Trustee Biddle gave a précis of the Trust's report, as contained in the Council's Annual Report for 2015/16.

9. **COMMUNITY REPORTS**

Lydney Dial-A-Ride – Mrs Currie, Manager

Mrs Currie read out the organisation's report, as contained in the Council's Annual Report for 2015/16.

Lydney Festival – Mr Biddle

Mr Biddle gave a précis of the organisation's report, as contained in the Council's Annual Report for 2015/2016, and stressed the success of the "Totally Talented" competition which had been managed by young people. Mr Biddle felt that the future of the Festival lay in the organisation of similar events.

Lydney War Memorial Trust – Mrs Richardson

Mrs Richardson drew attention to the organisation's report, as contained in the Council's Annual Report for 2015/2016 and advised all present that the quinquennial survey had been undertaken; a number of issues had been identified which would require rectification.

Friends of Lydney Hospital (FOLH) – Mr Midgley

Mr Midgley drew attention to the organisation's report, as contained in the Council's Annual Report for 2015/2016. Referencing an article which had recently appeared in the local press, Mr Midgley advised that a Locality Reference Group had been set up by the clinical commissioning group for Gloucestershire to examine a whole gambit of healthcare services for Gloucestershire. The FOLH possessed two representatives on said Group; it was anticipated that the Group would produce a range of options for social care during the summer which would consider all the various activities currently undertaken in the Forest, of which Community Hospitals were just one element. Mr Midgley urged all present not to believe the media speculation that there was only one solution for the Forest.

Lydney Town Hall Trust Management Committee – Mr Knight

Mrs Richardson read out the Trust's report, as contained in the Council's Annual Report for 2015/2016.

Royal British Legion - Lydney Branch – Mr Hendy

Mr Hendy read out the Branch report, as contained in the Council's Annual Report for 2015/2016.

Lydney Park Run – Mr Price

Mr Price read out the organisation's report, as contained in the Council's Annual Report for 2015/2016.

Friends of Bathurst Pool – Mr Berryman

Mr Berryman read out the organisation's report, as contained in the Council's Annual Report for 2015/2016.

10. **RESPONSES TO QUESTIONS RECEIVED**

Cllr Berryman advised that two questions had been received from members of the Electorate and he read out the Council's response in each respect:

Q1 – Could it not be made obligatory for developers to incorporate some form of renewable energy source into the structure of their housing before planning permission can be granted? It could be ground source or photo-voltaic panels (or whatever renewable source may be researched in the future).

A – The system of regulation of new development through both the planning and building regimes has been a focus for Government as part of the steps it has been taking to streamline the planning system, protect the environment, support economic growth and assist locally-led decision making. In March 2015 the then Secretary of State for Communities and Local Government, Eric Pickles, produced a Written Statement <https://www.gov.uk/government/speeches/planning-update-march-2015> setting out the Government's approach and giving interim guidance on the approach to be taken by local Councils until such time as new legislation came into force.

In its move to streamline the regulatory processes affecting developers the Government had decided that the approach to energy efficiency in house building should be administered through the Building Regulations system and not through the planning system. The Building Regulations

are national standards applicable across the country. They do not prescribe or exclude any particular technologies, including renewable energy. Developers therefore have flexibility in how they achieve the requirements of the Regulations.

Q2 – At what cost (including expenses) has the Lydney Town Council Clerk completed her Masters Degree Course Study for Entrepreneurial Leadership (MEL)?

A – A public question has been submitted, however, as the question relates to financial accounting year 2014/15 and the public right to inspect these accounts has long since lapsed; the External Auditor, Grant Thornton returning a “no concern” qualified opinion in relation to the same said question and this Council’s resolution dated 18 May 2015, of which the member of the public is fully aware, having attended said meeting. I can advise the Council will be making no further comment other than to advise those present that a copy of the audit Disclosure Notice remains publically accessible via Lydney Town Council’s website.

11. **CLOSE**

The meeting closed at 8.40 pm.

**GLOUCESTERSHIRE
CONSTABULARY**

Police Report

Lydney Annual Police Report 2016/2017

Local Staff

Forest A/Inspector – 1448 Sara Sleeman
Forest South Sergeant (Coleford/Lydney/Sedbury) – PS 1771 Kate
Croudace

Lydney beat manager – PC 2142 Hopkins
PCSO 249252 Tom Oliver

Crimes.

The number of crimes that has taken place across Lydney from 1st March 2016 to the 1st March 2017 have increased from 571 (15/16) to 618 same period (16/17). This is an increase of 47 crimes.

Response Times

Each incident reported to the Police is given a grading depending on the severity of the incident. This ranges from suspects no longer at the scene, date when the offence happened and also risk to life factors.

Grade 1's require trained officers to respond with lights and sirens illuminated. In urban areas the response times are set at 10 minutes. Rural areas are set at 20 minutes.

In the period – 1st March 2016 – 01 March 2017 there have been:

	Grade								Total Incs
	1		2		3		4		
	Incs	%	Incs	%	Incs	%	Incs	%	
Lydney East	212	17	525	42	296	24	216	17	1249
Lydney North	18	14	51	40	28	22	30	24	127
Lydney West	91	19	189	40	103	22	88	19	471
Total	321	17	765	41	427	23	334	18	1847

Police Report

Lydney Policing Issues.

- Wheeled Respect – this is a speeding operation which is run in Lydney. This operation continues to be a great success and is used to both enforce speed and to educate offenders about speed.
- Community Speed Watch is available for members of the community to be trained using the speed gun. Minimum of 6 people required and gun provided by Road Safety Partnership.
- Officers from Lydney hosted a Fraud Prevention and Online Safety Event at NatWest Bank, Lydney on Monday 1st March 2016. It was a successful event with members of the public attending about purchasing 'gig' tickets online, online banking and using comparison websites. A number of leaflets and parenting guides were handed out.
- Stacey Bowkett was sentenced to 3 years imprisonment on 27/01/17 for Non Dwelling Burglary/Theft and Robbery.
- Several positive drugs warrants were conducted within Lydney where large quantities of cannabis were seized. (investigations are ongoing)
- Officers continue to give educational talks surrounding internet safety, road safety etc. to the local schools within Lydney.
- The Police Horses will be in Lydney on the following dates:
 - 7th and 8th April 1400-
 - 12th, 13th April 1400-0000
 - 21st and 22nd April 1400-0000
- The Neighbourhood engagement vehicle has been booked for the Easter/ Summer Holiday Period and will be in Bathurst Park, Lydney between 1000-1400 on the following dates:
 - 11 April 2017
 - 1, 4, 8, 10, 14, 21 August 2017

ANNUAL TOWN COUNCIL REPORTS



MAYOR'S REPORT **24th APRIL 2017**

Once again I have to report no progress on a public crossing at the railway station or Forest Road or Bream Road junctions with the High Street. Gloucester County Council have however opened an additional car park at the Railway Station.

Dean Academy has made great strides towards reaching the required level of education and the school is very involved with the community at events.

Last year I reported little progress in efforts to improve ties with youth groups and the Council but this year has seen a marked improvement. The introduction of a Youth engagement Forum to allow people under eighteen to address the Council has proved popular. We have welcomed several groups of students to Full Council meetings to give their, sometimes very frank, views. I hope this will continue to develop in the future in the capable hands of Councillor Harry Ives.

Lydney Town Council is still involved in stakeholder meetings regarding Lydney's historic dock and at present it is awaiting the decision as to whether it has been successful with a grant of £2.1 million. Due to the hard work of Councillor Dave Street a permissive footpath has opened along the Tack which also includes signs showing the wildlife that you can expect to see.

Stakeholder meetings continue in relation to flood prevention in and around Lydney. This is work in progress but the signs are promising. A rapid response exercise will take place in April organised by the Environment Agency.

The Boar continue to be a problem with no apparent answer in place at the moment. It is a major concern that they may eventually enter Bathurst Park and the Recreational Trust ground as they have been seen in Lydney main street.

The ground staff, under Head Groundsman James Young, continue to maintain a high standard in Bathurst Park, the Cemetery and around the Town. The land cleared between the lake and the bypass has proved very successful and is used by the Parkrun which is very well supported. The wild flower and bug hotels have generally been well received. The Council continues to train its staff to a high standard and it believes that this approach is reflected in the service provided to residents and the improvement initiatives which are evident around the Town.

Last year the Bathurst Park and Recreation Trust organised an event in the Park to celebrate HM The Queen's 90th birthday. The event was well received and the Trust is currently arranging a "Party in the Park" event for this summer. Details will be published shortly via the Town Council's Facebook page and the event looks set to build on the success of last year with a greater number of acts and performances. It will be a great event for all the family to enjoy.

The sports clubs continue to offer excellent facilities for the residents of Lydney and along with other organisations give ample opportunities for adults and youth. Our Town is blessed with clubs covering the whole spectrum of different sports. However I am very disappointed

to report that problems have been experienced with irresponsible dog owners failing to clear up after their animals around the Town, particularly on Recreation Trust's ground. The seriousness of this issue is compounded by the fact that the ground is used by young people for sporting events and the irresponsible actions of a minority are placing the health of our young people in jeopardy. The Trust has provided dog waste bins and free dog waste collection bags on its site so there really is no excuse; if you do notice someone failing to pick up after their dog please point them in the direction of these facilities!

Mary Rose, the local potter, turned on the Christmas lights with her fairy wand and the whole event was very successful.

The annual firework display on 5th November was also very well attended.

Remembrance Sunday is still supported by the Council and numbers present continue to grow.

The Civic Service was also a great success with the Gloucester County High Sherriff and the Lord Lieutenant in attendance, a first for Lydney.

The present Councillors and staff will continue to move Lydney forward and I will promote the town at all functions that I attend.

I would like to thank my wife, Councillors and staff for their continued support of this Council.

Cltr Bob Berryman
Mayor



Planning and Highways Committee Report
2016-17

No report for Annual Town Meeting submitted by Committee Chairman, Cllr Alan Preest.

Amenities Committee Report 2016-17

The Amenities Committee continue to improve the facilities and appearance of the Town, aided greatly by the Town Council's Ground Staff.

The 2016 Spring/Summer floral displays again looked wonderful; the introduction of the floral troughs and hanging baskets adding to the array of colour throughout the Town raised many a positive comment. For this reason the Committee took the decision to approve similar floral enhancements for Spring/Summer 2017.

The wildflower areas at the Town Gateways and in St Mary's Churchyard were also glorious and we will once again be reseeding these areas in order to encourage bees and insects, enhancing wildlife corridors and honouring our commitment toward increased biodiversity.



South Road Allotments continue to prove a popular past time. The allotments are well used and appreciated by allotment holders old and new, the inclusion of the raised allotment beds has enabled those with physical disabilities to also participate in this leisure pastime.

In 2016/17 the Committee purchased and installed several new dog waste bins in areas identified by the public and although the dog fouling issue unfortunately continues, we have since commenced a campaign which will see Forest of Dean District Council Street Wardens target and fine those irresponsible dog owners who fail to clean up after their animal – ***it really is time these individuals were named and shamed publicly!***

The Christmas Light Switch-on Event was a great success with Potter - Mary Rose Young - using her wand to magically illuminate the Town. The reintroduction of Santa's gifts across several age ranges were well received, the little ones especially enjoying the evening event. The erection of additional lights in the trees at the corner of Hams Road were instantly noticed and commented upon.

A major setback has once again been the intrusion of the wild boar onto Primrose Hill Mesne. The Council are currently considering its options as to how best to 'protect' this open space and how effective fencing or the like may prove in the short-term. Councillors are however in full agreement that the Forestry Commission and indeed DEFRA need to actively engage with local communities to address this issue at source.



Finally, once again spring bulbs and flowers are just starting to bloom; before long I have no doubt they will look superb, another full year cycle complete.

Cllr Carol Harris
Chairman

Burial Committee 2016-2017

This year the Burial Committee have continued to oversee Lydney Cemetery and St Mary's Churchyard diligently. As part of our remit we carry responsibility for all routine maintenance works and as always our Groundsmen have excelled themselves. Providing grass-cutting duties in both areas together with maintaining the wild flower conservation area in St. Mary's help both sites retain a fitting tranquillity. All trees remain subject to annual inspection by a qualified contractor allowing early identification/swift resolution of health issues.

As a Burial Authority we aim to manage the cemetery for everyone's benefit and therefore a set of rules are necessary. Last year we amended these regulations with respect to interment rights for non-residents. Previously non-residents could only receive interment if they lived elsewhere for less than 12 months (barring extenuating circumstance). Now non-residents may live elsewhere for 36 months before losing eligibility (again barring extenuating circumstance). A small change but important for individuals feeling a strong affinity to our Town. Copies of the present regulations are freely available to any interested parties via the Lydney Town Council website.

Looking to the 17/18 financial year the Committee recently agreed its budget at £9,717, a decrease of £4,448 on last year's sum of £14,165 whilst retaining the same level of dedicated services - including essential memorial testing. A tribute to the 'value for money' culture prevalent at Lydney Town Council and the sound financial accounting practices of our Officers.

At our previous Annual Town Meeting we stressed the need for anyone named as a Registered Deed of Grant Holder to notify the Office of amendments to contact details. This point remains just as pertinent today as it did then, lest we have a case of damage to a grave with no one to inform/contact. Whilst every effort will be made to trace you should something happen to the resting place of your loved one, if your details are outdated our options are limited.

The need for additional burial space remains on-going and if you own a parcel of land you feel may be useful, please do get in touch. Finally I would like to thank my fellow committee members who throughout the year have shown every possible support.

Cllr Harry Ives
Burial Committee Vice Chairman





FINANCE CHAIR REPORT Y/E MARCH 2017

2016/17 has been another truly interesting year.

As expected the Council came in at Year End (2015/16) within budget, and will do so again this year. *(I write this report before Year End to meet publication deadlines; Mth 12 Payment Schedule however may be used to evidence such).*

The Annual Return was again signed off by the External Auditor – Grant Thornton with no issues other than to register a discrepancy between the Precept figure shown on the Annual Return by Lydney Town Council and the figure quoted by Forest of Dean District Council (FoDDC). This follows discussions with FoDDC as quoted in my last report, and the unwillingness of FoDDC to at least add a disclaimer to clarify the anomaly.

A significant change to the funding of Tier 1 authorities in the District in terms of the loss of Local Council Tax Support Grant, worth in excess of £40k per annum to Lydney Town Council was not entirely unexpected, and the team are confident that the finances are now such that we will be able to manage this loss of income.

To be able to report a reduction in Band D Council Tax for Lydney residents of £0.36p (2017/18) is an indicator of how far Lydney Town Council has come in the last few years; as is the current position of the Council's finances (See Spending Plan for 2017/18) which bodes well for what is going to be a challenging future.

As Finance Chair I also hold the Personnel Committee Chair position and I would like to congratulate our staff on their commitment and professionalism. Their contribution to the improvements in service is recognised by all Members; improvements to the landscape around town are obvious, but much work goes on unseen but is none the less essential.

*Cllr Brian Pearman
Finance Committee Chairman*

Lydney Town Council's Spending Plan 2017/18



Introduction

The aim of the Spending Plan is to provide Lydney Town Council employees, Councillors and residents with a clear understanding of what the Town Council is trying to achieve and how it intends to deliver such. The Spending Plan focuses the Town Council on its core objectives over the next 12 months, ensuring that budgets set and activities organised meet the needs of an expanding Town.

The Plan will also assist the Council by;

- Helping it to operate in a more consistent and co-ordinated way
- Enabling it to track and monitor its progress against key priorities contained within its Strategic Action Plan
- Helping the local community to have a better understanding of what the Town Council are responsible for and provide an overview of the costs involved in service delivery.

The Town Council

There are three tiers of local government within Gloucestershire, each with different responsibilities. Lydney Town Council is the first and most 'local' tier, the grass root Council who has an important role to play in promoting the town, representing its interests and supporting the work of different groups in the community.

Forest of Dean District Council is the second tier, examples of responsibilities include: Car Parking, Planning, Waste Collection and Street Cleaning. Gloucestershire County Council are the third tier, examples of responsibilities include: Highways, Education, Health and Social Services, Public Rights of Way and Libraries.

Lydney has a well-established Town Council. Councillors are unpaid volunteers who commit their time to improving Lydney and maintaining it as an attractive and sustainable place in which to live, visit and conduct business. Non-contested elections were held in May 2015 and further elections will be held again in 2019.

Full Council meet on the second Monday of every month at 7pm (other than August). In addition there are four Committees; Planning and Highways, Amenities, Burial and Finance and Scrutiny, these Committees meet regularly throughout the year with all Council meetings promoted both through the website, Facebook and on community notice boards. In addition there are a number of Stakeholder Meetings which address such topics as the Communities Economic Development, Flood Defence and the Shared Cycle and Pedestrian Route Project.

Lydney Town Council are also Custodial Trustees/responsible for the maintenance and management of Bathurst Park and the Recreational Trust Grounds. The Council is also a Burial Authority caring for and maintaining Lydney Cemetery and the 'closed' churchyard at St Mary's church.



15 x Elected Councillors
(Acting as 'Corporate Body')

Chief Executive Officer - 37 Hrs
(Town Clerk/RFO)
Jayne Smailes

Finance Assistant -22.5 Hrs
Carolyn Whittington

Executive Officer – 37 Hrs
Carol Wheeler

Head Grounds Man – 37 Hrs
James Young

Administrative Assistant – 37 Hrs
Kate Hammond

Leading Hand – 37 Hrs
Peter Edwards

Cleaner -2 Hrs

Grounds Man – 37 Hrs
Thomas Wales

Grounds Man & PT Gate Keeper – 37 Hrs
Anthony Bayliss



Lydney Town Council holds the "Gold Status" accreditation award which demonstrates that the Council exceeds the minimum requirements for operating lawfully and according to operating standard practice.

Lydney Town Council's Vision

Lydney Town Council (LTC) supports the vision enshrined in the Neighbourhood Development Plan of making Lydney 'the most vibrant and sustainable town in the Forest of Dean'. To this end we will seek to sustain a strong sense of community, to fight to ensure that infrastructure keeps pace with growth whilst preserving and celebrating our town's heritage.

Working with Gloucestershire County Council, Forest of Dean Council, local organisations and charities, LTC aspires to the following aims:

- A flourishing local economy where quality jobs are available locally
- A caring and efficient medical and welfare provision for all
- Educational and youth services that raise aspirations and encourage community engagement
- Meeting places and activities that keep our elders fit and active
- A high standard of sport and leisure provision that serves the whole community
- Space suitable for both performance and participation in the Arts
- Enhancement and protection of green spaces both within and at the edge of the town
- Infrastructure provision to meet the needs of a growing modern community

The Council Budget

The annual Revenue and Capital Budget sets out the Council's spending plans for the financial year and shows how these are to be funded including the contribution required from the council tax payers of the Parish via the Council Precept.



The Council must set a Budget every year and the Budget is set in advance of the following year using a process known as Policy, Budget, Precept (PBP). The Council's financial year runs from 1st April to 31st March.

The Budget is an estimate of the resources that the Council will require to meet the running costs of all of the services that it provides, to deliver on its strategic aims and targets, and to meet the needs and priorities of the local community.

The Revenue Budget funds the day to day running costs of all of the Council's services such as staff costs, gas and electricity, fuel and general supplies and services. The net cost after deducting any income receivable to each service from fees and charges and grants is met from the Town Council proportion of the Council Tax payable by all households in the Parish.

The Capital Programme Budget funds major one off investment in Council and community assets such as buildings, vehicles, parks and play areas and is usually funded from the Council's Balances and General or Earmarked Reserves and any external funding that may be available.

Once the Town Council has approved its budget, deducted a percentage of its 'known and probable' income and considered whether it wishes to use any 'offset' from its General Reserve Account, the balancing figure left, (the sum it then demands from the Billing Authority (Forest of Dean District Council)) is known as its Precept.

2017/18 Budget Setting

Lydney Town Council has recently set its 2017/18 Budget.

The Budget has been developed in line with the principles set out in the Council's medium-term financial plan of maintaining existing services whilst at the same time keeping the required increase in the council tax as low as possible.

The Council's finances are currently in a healthy position and in the short-term the outlook remains fairly positive with a balanced budget in place. The Policy, Budget, Precept (PBP) process adopted by LTC has placed it in a strong financial position which is just as well given the difficult challenges that lie ahead, one being the significant financial constraints which are to be placed on all Parish and Town Councils in our area given Forest of Dean District Council's decision to withhold the Local Council Tax Support Grant (LCTSG).

The LCTSG, a sum paid by Central Government to Forest of Dean District Council (FODDC) who then have discretionary powers to pass all or part of the sum on to the Parish & Town Councils to enable them to best serve their 'local' communities, (funding which Central Government have already advised they intended to phase out by 2019/20), is to be withheld by FODDC for financial year 2017/18 and possibly also 2018/19. In Lydney's case this amounts to a shortfall in predicted income of in excess of £40k per year and whilst LTC have made provision for such an eventuality and feel certain that its electorate will now better understand the financial decisions it has taken in previous years to ensure that its reserves are healthy, it is nevertheless disappointing that community services may be constrained across the district because of FODDC's decision.

Further spending pressures facing the council include; the implementation of the 'National Living Wage' (*LTC firmly believe in a fair wage for a fair days work and are proud to support this national campaign*), increases in employers' national insurance costs, falls in leisure income, increased pressure to take on services at risk of being cut or withdrawn by FODDC/ Gloucestershire County Council, such as public toilets, weed spraying and winter maintenance works etc.

A decision to increase the Council's Precept is a decision that is never taken lightly by Members, particularly given the on-going cost of living difficulties faced by many, we are therefore please to advise that despite the withdrawal of the LCTSG our electorate will see from their Council Tax Booklet (Issued by the Billing Authority – FODDC) that Lydney's Precept for 2017/18 is slightly less than last year, a monetary saving of 0.36 pence against 2016/17 Band D property tax-base calculation.

Financial Information

Budget Overview (2017/18)

Lydney Town Council is mainly funded by the residents of Lydney, through the 'Precept'. This is the local tax levied by the Town Council which is collected on its behalf by the Billing Authority - Forest of Dean District Council as part of the Council Tax bill.

LTC's budget for financial year (2017/18) is **£545,251**; the Precept derived therefrom being **£499,959** of this total sum. A copy of the Town Council's full budget including all income and expenditure is available, a copy may be viewed via our website both on our website http://www.lydneytowncouncil.co.uk/?wpfb_dl=878 , a hard copy may be obtained by contacting the council offices.

The Town Council's **Top 5 budget spends in 2017/18 will be:**

1. **Corporate Council Expenditure - £287,060** The budget includes; training provision and a contingency to cover any incremental increases required throughout the year. In addition there are on-costs for both National Insurance/HMRC and employer increased Local Government Pension contributions.
2. **Establishment Costs - £84,750** includes; Health & Safety, Vehicle and Audit Costs, and Insurance.
 - **Public Works Loan Board (PWLB) £15,300 per annum, included in the aforementioned sum** is an annual repayment for the PWLB loan that was taken out in 1998 to rebuild the Pavilion in Bathurst Park following an arson attack. The loan was taken out for 26 years and will end in 2024.
3. **Amenities Committee Budget - £81,519.** This Committee is responsible for Town Events, Allotments, Grass Cutting, Litter Collection, Grit/Dog Bins, Play Provision, Floral Displays, Street Furniture etc.
4. **Finance Committee - £65,680.** The Committee award Donations/Grants to local charitable organisations and groups that benefit those living in Lydney.
 - In order for the Council to be able to maintain both **Bathurst Park** and **Lydney's Recreation Ground** the Council must include a donation sum year on year for each. In 2017/18 **£47,680 will be donated to Bathurst Park & Recreation Trust** and **£10,515 to Lydney Recreational Grounds Trust**; without such a donation these facilities would be lost to the town.
5. **Burial Committee Budget - £9,717.** This Committee is tasked with maintaining St Mary's 'closed' churchyard and Lydney Cemetery and providing burial space and cremated remains vaults/plaques.

(Note: Of the council's budget a total of £27,195 will be spent during 2017/18 on litter picking. This is an unnecessary expenditure sum which could be spent elsewhere improving community facilities or the like if those using the open spaces did so in a courteous and responsible manner).

The Council's Financial Reserves (as at end February 2017)

Lydney Town Council **Deposit Account** currently totals **£299,891.16** and is split as follows:

General Reserves (unallocated) - £150,850.11

- The Town Council is required to 'hold' a minimum of between 6 and 8 month's minimum total monthly spend as 'General Reserves'.

&

'Ear Marked' Reserves which total £149,041.05 which are made up as follows:

S106	29,191.50	
Lydney War Memorial	1,747.00	
Play Areas (General)	6472.38	
Play Areas (Primrose Hill)	5192.00	
Cemetery	13,842.14	
Cemetery: St Mary's Churchyard/Wall	2,500.00	
Cemetery: Memorial Testing	11,500.00	
Cemetery: Additional Burial Space	12,500.00	
Election Costs	10,000.00	
The Tack	1436.23	
Machinery	14741.22	
Town Events	5000.00	
LCTS Grant offset (Contingency)	8948.58	
Young Person's Award	250.00	
Environment Agency Payment	5000.00	
Building Maintenance	720.00	
Contingency re. additional Trust Donations	20,000.00	<u>149,041.05</u>

Assets

Lydney Town Council also have a number of assets (see the Town Council's Asset Sheet for full details - http://www.lydneytowncouncil.co.uk/?wpfb_dl=11 .

Overarching Priorities

A 'Quality Gold' Council

Lydney Town Council is a professional, competent and caring Town Council. We strive to be open, transparent and accountable in all that we do and believe that we must ensure sound financial management of the Town's assets and resources.

The Town Council aims to:

- be well-informed about the needs and opinions of the town's residents and businesses by consulting them on major issues.
- improve services to the public by encouraging members and staff to develop their skills, by undertaking appropriate training.
- ensure Councillors are given the opportunity to keep abreast of new opportunities and policy.
- be a good and fair employer by providing fulfilling work opportunities and conditions for its staff.
- continuously promote public participation in all Town Council meetings and initiatives.
- maintain accreditation as a 'Quality Gold' status Council.
- deal with enquiries and fault reports from members of the public speedily and efficiently.
- be an effective custodian of the Council's property and documents.

The Town Council recognises the role of 'good communications' in building positive relationships with the public and with organisations that provide services in the town. The introduction of a new website completed in May 2015, the introduction of Twitter and Facebook and the distribution of our quarterly Newsletter are some steps already taken and invested in to improve lines of communication.

The Long Term Future

- The Neighbourhood Development Plan

To support the long term plans for Lydney and to preserve and protect our special market town LTC fully endorse the Neighbourhood Development Plan (NDP). The Plan aims to guide locally-driven and legally enforceable planning policies, having been designed specifically for Lydney. The NDP was developed with feedback from local residents, groups and businesses, as well as being subject to an 11-week public consultation period with the Council receiving in total 165 comments from public and statutory consultees; there were also detailed discussions with The Forest of Dean District Council and an examination by an Independent Examiner.

On Thursday 18th February 2016 Lydney residents voted **YES** to Lydney's NDP which has since been formally adopted by the Forest of Dean District Council as a Statutory Planning Document.

For more information pertaining to Lydney's NDP please visit - <http://www.lydneyndp.org.uk/>



- Community and Tourism

LTC wishes to encourage and promote the economic and commercial vitality of the Town to ensure its future prosperity and sustainability.

The Town Council Aims:

- To support and promote the provision of good quality, well managed events and festivals in the town.
- To continue to support the development of tourism, recognising that it is a major contributor to the town's economic development.
- To develop and support a sense of 'community and place', working with community organisations and the town's many Charitable Trusts.
- To develop further tourism opportunities by addressing a number of long-term projects i.e Multi-use track between Parkend and Lydney, redevelopment opportunities at Lydney harbour etc.



Burial Authority

It is anticipated that LTC have just 5 - 8 years left before our current cemetery is full. It is not a statutory duty of LTC to provide a burial ground, however it does have the legal power to do so if it wishes and has managed burials in Lydney the early 1950s.

The Town Council Aims:

- To explore options available to it to enable burials to continue in the town
- To listen to the public and work hard to establish a suitable resolution to this national issue
- To purchase an additional burial site as/when/where appropriate

The Council will also continue to maintain St Mary's 'closed' churchyard



Head Groundsman's Report

Lydney Town

The Groundstaff have had a hard working, but interesting and rewarding 12 months throughout the Town.



The wildflower areas continue to improve each year giving visitors and locals enjoyment, not to mention the bees and wildlife. We also designed, planned and constructed, as part of the 'In Bloom' Project, two new flower beds at Bathurst Pool, which will hopefully give colour and pleasure to that part of Town, both now and in the years to come.

The Groundstaff have been busy throughout the Town, painting street furniture and tidying the paths and flower beds. We have also created a new flower bed in Church Road which has been planted with grasses and shrubs which has enhanced the area. We have also maintained and replanted as required the flower tubs in the Town, as well as looking after all the new hanging baskets which gave a beautiful array of colour in the summer months.

The Council and Groundstaff continue to carry out weed killing throughout the Town and this year we have started to extend the area we treat. We brush and try to keep weed free the curbs and paths from Taurus Crafts though Lydney to the Cross Hands junction.

There are now more salt bins in the Parish should we experience adverse weather and we also have a supply of sandbags should wet weather/flooding be experienced. The Council have also installed a number of dog waste bins this year, all of which are well used.

Groundstaff work in many areas of the Town but sometimes the work is unseen (e.g. from collecting litter and leaves to strimming in remote areas). We do receive many a positive comment from the public - they are surprised that so many jobs are undertaken by the Groundstaff and whilst the workload increases each year is due in the main to the high standards we set ourselves!

St Mary's Churchyard/Lydney Cemetery

The Garden of Reflection is maturing nicely with plants, shrubs and hedges filling out.

The grass in both areas is best kept short and tidy in the growing months. The Groundstaff take pride in keeping these areas clean and well maintained, being respectful at all times.

Bathurst Park

The Groundstaff have been very busy in the Park. We cleaned out the pond and put a maintenance programme in place to keep the water clear. The ducks and baby ducks have been looked after by Tommy Wales, one of our Groundstaff, who takes pride in caring for them.

The flower beds have continued to be maintained and in places they have been redesigned with bulbs (tulips, snowdrops and lillies) as well as utilising different bedding plants.

A new fitness trail has been installed to add to the facilities offered in the Park.

The bandstand has been given a roof, its appearance now in keeping with its surroundings, lending itself to summer band performances and the like.

The sports areas (*football, rugby, cricket, tennis and bowls*) are well maintained and kept to a high standard with kind comments from players who use the facilities.



Lydney Recreation Trust

We have installed additional dog waste bins on the Trust ground; dog waste bags are provided free of charge for use by members of the public. The bins are used and appreciated by many dog walkers; numerous signs have been erected around the site highlighting the penalty fines which can be levied for failure to pick up after your dog.

Groundstaff have been kept busy strimming verges around the garages to the lake, weedkilling footpaths and the garage area and pruning trees.



We have repaired and painted the garages next to the lake, painted posts, benches and signs etc which have helped to improve the appearance of the area. Groundstaff have also entered the River Lyd and where possible, cleared the watercourse of rubbish (shopping trolleys, tyres, TV's metal, bottles, bikes, etc).

To encourage wildlife a formal wildflower area has been created adjacent to the lake on Recreational Trust Ground, this too has proved a popular addition with many of our local residents and Park Run visitors, all of whom are keen for the Council/Trust to promote biodiversity.



Overview

The Groundstaff enjoy the many varied jobs we undertake around the Town which helps to keep it clean, safe and tidy. We work hard every day, constantly thinking of ways to do more for the people of Lydney, always providing the best service and value for money.

Our job as Groundmen is the best you can have; working outside and keeping your home town looking its best with beautiful parks, gardens, flowers and lakes – what could be better!

I am proud to work for Lydney Town Council and would like to thank my team of Groundstaff for their hard work, dedication and support throughout the year.

James Young
Head Groundsman

**GLOUCESTERSHIRE COUNTY
COUNCILLOR'S REPORT**



COUNTY COUNCILLOR **REPORT 2016-2017**

Due to the close proximity of Lydney Town Council's Annual Meeting (24 April 2017) to the Gloucestershire County Council Elections (4 May 2017), I believe it would be inappropriate at this time to submit my Annual County Councillor's Report.

In maintaining my "open and transparent" stance, I am happy to answer any questions, deal with concerns that residents have on a one to one basis. My contact details, as always, are readily available.

Cllr Alan Preest

**EDUCATION AND YOUTH
LIAISON**

Education & Youth Liaison 2016-2017

At Lydney Town Council we value young people. Too often younger residents feel disconnected from civic life when often their involvement would bring positive change. In January 2016, I was elected Education and Youth Liaison with a specific remit to strengthen ties between the Council and this demographic.

Lydney is fortunate to be served by a number of exceptional primary schools and youth groups, yet efforts to engage hadn't previously proved long-term or fruitful. Therefore last year the 'Youth Engagement Forum' was introduced as a permanent feature of Lydney Town Council meetings. Anyone under eighteen may attend and use this agenda item to express their views on Lydney life.

This addition proved popular, and we have to date welcomed several groups of students from Primrose Hill and Severnbanks Primary Schools, The Dean Academy and our local Sea Cadet branch. As a result of the Forum, Councillors have heard the perspective of younger people on a range of topics including the condition of Bathurst Park, the draw of local shop fronts, the frequency of community events and the state of local roads. One school even produced a detailed map of local potholes and other highway defects in the north Lydney area. Feedback from their teaching staff tells of a noticeable improvement in the confidence of students who addressed the Council, so the benefits are felt by all parties. Further, plans are currently being made for a community 'litter pick' following the suggestion of such from Dean Academy students at our January Council meeting.

Turning to the Dean Academy, shortly after taking on the Liaison role I was co-opted to the School's Governing Body following a meeting with Karen Frost, its Chairman. I was particularly pleased to find a like-minded appreciation for the value of community links and I look forward to working with her in future.

Looking ahead, £500 has been made available from next financial year (17/18) for any community projects born from the Engagement Forum, so if you know any young person with something to say, do get in touch. Similarly the Mayor runs an annual Civic Award Scheme for any young person demonstrating exceptional ability in either sports or the arts - £200 in grant funding is made available to the successful applicant. As with the Forum, get in touch if interested.

Thank you.

Clr Harry Ives
Education & Youth Liaison



**MULTI AGENCY
STAKEHOLDER FLOOD
DEFENCE**

Lydney Multi-Agency Stakeholder Flood Defence Group

The Group continues to meet on a bi-monthly basis to address flooding issues in and around the Town. A great deal has been achieved to date, and more work is in the pipeline!

Within the Lakeside Avenue area several key initiatives are having and will have a positive impact on the problems:

- Culvert clearance and monitoring
- Attenuation reinstatement and maintenance
- Changes to Culvert Designs
- Changes to MMC drainage design (No discharge into Lakeside Avenue culvert – NDP Policy)
- Liaison with developers re Surface Drainage Systems

The building of bunds in the area between the main line railway and Harbour Road to redirect the flow of water will help to relieve problems in the Cookson Terrace area.

The monitoring exercise in the Mead Lane area is behind schedule due to a reduction in rainfall this year, making the exercise invalid, but will be taking place shortly.

The Environment Agency will shortly be conducting a Rapid Response Exercise to test emergency plans for the Town.

All of the above has been achieved by representatives of many organisations meeting in a spirit of openness and cooperation to find solutions to problems, a simple formula that works. Ongoing monitoring and maintenance is crucial to continued success, and since I chaired the bulk of these meetings, I would like to thank all attendees for their input and support to date, and look forward to continuing the good work.

Clr Brian Pearman

COUNCIL DETAILS



LIST OF CURRENT SERVING TOWN COUNCILLORS



Cllr Bob Berryman – Mayor

Committee Membership:

Ex Officio of Finance & Scrutiny, Personnel, Amenities, Planning and Highway, Burial.

Trustee of Bathurst Park and Recreation Trust and Lydney Recreation Trust

Stedman, 77 High Street, Aylburton, Glos, 01594 842036
GL15 6DE



Cllr Derek Biddle

Committee Membership:

Finance & Scrutiny.

Trustee of Bathurst Park and Recreation Trust and Lydney Recreation Trust

Hurst Farm, Lydney, Glos, 01594 842180
GL15 4LH



Cllr Rose Christodoulides

Committee Membership: *Amenities, Planning and Highway.* **Trustee** of Bathurst Park and Recreation Trust and Lydney Recreation Trust

87 Lakeside Avenue, Lydney, Glos, 07546 552773
GL15 5QA



Cllr James Greenwood

Committee Membership:

Finance & Scrutiny, Planning and Highway.

Trustee of Bathurst Park and Recreation Trust and Lydney Recreation Trust

Old Severn Bridge House, Purton, Lydney, 01594 842454
GL15 4AX



Cllr Carol Harris

Committee Membership:

Finance & Scrutiny, Personnel, Burial, Amenities.

Trustee of Bathurst Park and Recreation Trust and Lydney Recreation Trust

63 Klondyke Avenue, Lydney, Glos, 01594 841026
GL15 5PN



Cllr Harry Ives

Committee Membership:

Finance & Scrutiny, Amenities, Burial.

Trustee of Bathurst Park and Recreation Trust and Lydney Recreation Trust

23D High Street, Lydney, Glos, GL15 01452 427612
5DP



Cllr Colin Legg

Committee Membership: *Planning & Highway, Amenities, Burial.*

Trustee of Bathurst Park and Recreation Trust and Lydney Recreation Trust

115 Lakeside Avenue,
Lydney, Glos 07901 228802



Cllr Brian Pearman – Deputy Mayor

Committee Membership: *Finance & Scrutiny, Personnel, Planning and Highway, Burial.*

Trustee of Bathurst Park and Recreation Trust and Lydney Recreation Trust

18 Bracken Close,
Lydney, Glos, 01594 841452
GL15 5AH



Cllr Alan Preest

Committee Membership: *Finance & Scrutiny, Personnel, Planning and Highway.*

Trustee of Bathurst Park and Recreation Trust and Lydney Recreation Trust

7 Greenacre, Bream,
Lydney, Glos, 01594 564668
GL15 6AP



Cllr Don Pugh

Committee Membership: *Amenities, Planning and Highway, Burial.*

Trustee of Bathurst Park and Recreation Trust and Lydney Recreation Trust

10 Hawthorn Court,
Kimberley Drive,
Lydney, 01594 845161
GL15 5UA



Cllr David Street

Committee Membership: *Amenities, Burial, Personnel and Planning and Highway.*

Trustee of Bathurst Park and Recreation Trust and Lydney Recreation Trust

28 Primrose Way,
Lydney, Glos, 01594 844721
GL15 5SQ



Cllr Walter Leach

Committee Membership: *Planning and Highway.*

Trustee of Bathurst Park and Recreation Trust and Lydney Recreation Trust

The Garth, 19 Grove
Road, Lydney, Glos, 07976 608908
GL15 5JE

Lydney Town Council currently has three vacant seats



Chief Executive Officer: Mrs J Smailes

Executive Officer: Miss C Wheeler

Town Council of Lydney

CONTACT DETAILS



Contact Details

Telephone: **01594 842234**

Address: **Lydney Town Council**

Council Chambers

Claremont House

High Street

Lydney, Gloucestershire, GL15 5DX, UK

Customer Information Point/Opening Times

9.00 a.m. to 4.00 p.m. Monday to Thursday

9.00 a.m. to 12 Noon Friday



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