

# LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2017/03/13 – 109

MINUTES OF THE LYDNEY TOWN COUNCIL MEETING held in the Council Chamber, Claremont House, Lydney on Monday 13 March 2017 at 7.00 pm.

**PRESENT:** Cllrs B Berryman (Chairman), D Biddle, R Christodoulides, J Greenwood, C Harris, H Ives, W Leach, C Legg, B Pearman, A Preest and D Pugh

Mrs V Henson, Primrose Hill C of E Academy (with two pupils) (item 5 only)  
Three members of the public  
Mrs J Smailes – Chief Executive Officer (CEO)  
Miss C Wheeler – Executive Officer (EO)

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Cllr Berryman informed all present that no practice fire evacuation had been scheduled for the duration of the meeting. All attendees were then informed of the locations of the nearest fire exits.

1. **APOLOGIES**

Apologies for absence were received and noted from Cllr Street.

2. **DECLARATIONS OF INTEREST**

Cllr D Biddle – Agenda Item 9 – Lydney Festival

Cllr H Ives – Agenda Item 9 – Bathurst Park and Recreation Trust

3. **MINUTES OF PREVIOUS MEETING**

Approval of the minutes of the Town Council meeting held on 13 February 2017 were **proposed by Cllr Pugh, seconded by Cllr Leach.** Vote carried.

Cllr Berryman informed those present that Agenda Item 5 – Youth Forum would be discussed before Agenda Item 4 – Police Matters, however, the minutes reflect the order as shown on the Agenda.

4. **POLICE MATTERS**

Prior to the meeting Members were provided with a copy of the report which had been received from the Police.

Cllr Ives expressed concern over the increase in crimes when compared to the previous year; of particular concern was the increase in crimes which could be construed as violent in nature and he questioned if the Police had provided an explanation for the increase.

During discussion the CEO was instructed to request that a member of the Police attend the April meeting to provide an explanation for the increase in the number of crimes.

**Action by – the CEO**

5. **YOUTH FORUM**

Cllr Berryman welcomed Ms Henson and two members of the School Council to the meeting.

Members received a verbal presentation from the students, during which the following matters were raised:

What action had been taken following the pothole survey which had been undertaken by students. *Cllr Preest gave a commitment to progress the matter with Gloucestershire County Council's Local Highway Manager.*

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- Inconsiderate Parking surrounding school – questions were raised regarding what action could be taken to persuade members of the public to park more considerately. *Cllr Berryman felt that it would be advantageous to inform the Police if cars were obstructing pavements. Cllr Preest gave a commitment to raise the issue of inconsiderate parking with Officers at Gloucestershire County Council in order that investigations could be undertaken regarding double yellow lines.*
- Concern was raised over the damage which Feral Boar had caused to Primrose Hill Mesne. *Cllr Berryman advised that the issue would be considered later in the meeting.*
- An invitation was extended to the Council to attend a meeting of the School Council. *Cllr Berryman was delighted to accept the invitation, together with Cllr Harris.*
- Students expressed a desire to participate with the Litter Pick which was scheduled for 27 April 2017. *Cllr Ives gave a commitment to extend an invitation to the School to participate. It was noted that Cllr Ives had yet to provide Town Council Officers with details of the arrangements for the litter pick.*

Ms Henson and members of the School Council excused themselves from the meeting at this point.

### Education

Cllr Ives reported that participation slots for the Youth Forum had been booked until September and that he would attend a Governors meeting for The Dean Academy the following week.

Regarding the litter pick which was being organised, Cllr Ives gave an overview of current progress and expressed a desire for all Councillors to participate in the event. It was anticipated that the litter pick would be conducted on 27 April 2017 from 1.30 pm onwards; would involve students from The Dean Academy and its feeder schools; that marshalling arrangements had yet to be confirmed; that the route had yet to be determined. Cllr Ives was requested to forward all requisite information to the CEO as soon as possible.

### 6. OPEN FORUM

Mr Knight, 21 Lancaster Court, Lydney: Agenda item 11 – Feral Boar – advised the Council that a meeting had taken place between a number of residents, Councillors and the Forestry Commission's Surveyor at Primrose Hill Mesne, during which the Forestry Commission's Surveyor had marked the boundary between the Council's and the Forestry Commission's land. Mr Knight then advised that he had obtained a quotation amounting to £3,000 for fencing said boundary line including the installation of three pedestrian gates; stated that it would be possible to erect a gate approximately 2' from the Forestry Commission's entrance barriers provided it could be established who owned the land on which the gate would be erected; advised that the playing field on the site was classed as a Village Green.

Mr K White, 1 Hawthorne Court, Lydney – Agenda Item 11 – Feral Boar – advised that Sport England were offering grants to address Feral Boar activity on sports grounds and he gave a commitment to investigate the matter further and liaise with the CEO.

Noting that the Mense was shown in the Core Strategy as Recreational Space, not as a Village Green, the CEO was instructed to confirm the area's classification with Forest of Dean District Council as soon as possible.

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**Action by – the CEO**

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### 7. COMMUNICATIONS BY THE MAYOR

Cllr Berryman advised that he had attended the following events since the last meeting:-

- Opening of the car park extension at the main line Railway station
- Coleford Mayor's Charity Dinner

Cllr Berryman advised that he had received a letter from the High Sheriff of Gloucestershire expressing thanks for her invitation to the Town Celebration and Mayor's Reception and a desire to maintain a relationship with the Forest of Dean.

#### Mayor's Civic Award

Cllr Berryman advised Members that £200 would be donated from the Mayor's Civic Award to Leanne's Gift, a local charity who aimed to reduce the number of deaths of young people due to road traffic accidents through providing a presentation at schools within the District.

#### Forest of Dean District Council's Street Wardens

Cllr Berryman advised that he had undertaken a patrol with the Street Wardens who were issuing penalty notices and targeting irresponsible owners who did not clear up their dog's waste from Lydney Recreation Ground and also the issue of stray dogs in Tutnalls. Members were advised that one Street Warden covered half of the Forest.

#### Forest of Dean District Council

Members were informed of a Motion which had been passed by Forest of Dean District Council bestowing the right on The Rifles to march through the main towns in the Forest of Dean. It was noted that Lydney Town Council had not been consulted on the Motion prior to it being resolved; whilst it did not object to such, it believed that Forest of Dean District Council should have at least had the courtesy to contact Towns to gain their approval prior to granting such rights.

### 8. CEO'S REPORT

A copy of the CEO's report had been circulated to Councillors prior to the meeting, the contents of which were duly noted (Appendix A). A report was then given on the following matters:-

- Cllr Greenwood gave a commitment to gain a response from Magor Town Council.

#### Community Infrastructure Levy (CIL)

Members were advised that the CEO and the EO had attended a presentation at Stroud District Council regarding their CIL procedure; Members were provided with a copy of the presentation provided by Stroud District Council for their information. The CEO then gave Members an overview of the CIL charging policy which would be introduced by said Authority on 1 April 2017. During discussion frustration was expressed by Members that Forest of Dean District Council had yet to commence work on a CIL Schedule for the District and Cllr Preest gave a commitment to make further representations on the issue. Cllr Pearman felt that the Council should write to DCLG to question why some Councils were not taking on board the Localism Act 2011 and highlight that a Tier 1 authority had produced a Neighbourhood Development Plan for the Town but its Principal Authority had failed to even commence work on a CIL Schedule.

 Action – Cllr Preest

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### Society of Local Council Clerks (SLCC)

The CEO advised that she, together with the EO and Administration Assistant, had attended the SLCC Branch AGM during which the Academic Leader for the SLCC had recommended that the Council write to IDB to highlight the issues which had been experienced with its Principal Authority regarding the LCTS Grant; the length of time taken to obtain the Neighbourhood Development Plan, etc. It was agreed that the matter would be an agenda item for the next meeting and the CEO was instructed to obtain more information on the IDB and its role.

**Action by – the CEO**

As a result of attending the AGM Members were informed of the need to review the Council's Social Media Policy as it had been recommended that Councils consider issuing their Councillors with individual e-mail addresses. The CEO informed Members that the Council's IT provider could set up individual Councillor e-mail addresses at a cost of £6.50 plus VAT per month per Councillor and it was suggested that Members may wish to consider this facility in the future. It was stressed to Members that if they wished to respond to a member of the public on a particular matter their response should clearly state that they were commenting in their personal capacity; ideally Members should, however, route all Council business via the office, to be considered by Members "corporately" at the appropriate meeting.

### Councillor Surgeries

Members were informed that Cllrs Greenwood and Pearman would host the next Councillor Surgery and that Cllr Pearman would collect the Councillor Surgery banner from the Town Council's office.

## 9. FINANCIAL MATTERS

FINANCIAL STATEMENT -	MARCH 2017	
<b>Opening Bank Balances as 1st April 2016</b>		
LLOYDS BANK - Current account		99,847.90
LLOYDS BANK - Lydney In Bloom - Current		560.74
LLOYDS BANK - LGPS - Current		10.00
LLOYDS BANK - NDP - Current	<i>bank a/c to be closed</i>	0.00
LLOYDS BANK - CED - Current	<i>bank a/c to be closed</i>	0.00
LLOYDS BANK - Youth Council - Current	<i>bank a/c to be closed</i>	0.00
<b>LLOYDS BANK - Earmarked Reserves:</b>		
S106	29,191.50	
Lydney War Memorial	1,597.00	
Play Areas (General)	8,000.00	
Cemetery	13,842.14	
Cemetery: Memorial Testing	5,000.00	
Cemetery: Additional Burial Space	5,000.00	
Election Costs	7,500.00	
The Tack	1,760.00	
Machinery	8,500.00	
Town Events	5,000.00	
NDP Earmarked	4,296.62	
EA Earmarked	5,000.00	
LGPS Provision	10,000.00	
	<b>104,687.26</b>	
LLOYDS BANK - General Reserve	<b>158,483.74</b>	<b>263,171.00</b>
		<b>363,589.64</b>
<b>RECEIPTS</b>		
Receipts APRIL	287,564.88	
Receipts MAY	12,916.68	
Receipts JUNE	2,587.69	
Receipts JULY	2,645.83	

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Receipts AUGUST	249.12
Receipts SEPTEMBER	25,4157.19
Receipts OCTOBER	23,038.46
Receipts NOVEMBER	5,383.13
Receipts DECEMBER	2,179.26
Receipts JANUARY	17,748.95
<b>Receipts FEBRUARY</b>	<b>25,815.44</b>
Receipts MARCH	

**Total Receipts YTD      634,286.63**

**PAYMENTS**

Payments APRIL	5,513.74
Payments MAY	99,895.67
Payments JUNE	44,223.09
Payments JULY	73,913.12
Payments AUGUST	38,831.12
Payments SEPTEMBER	31,102.67
Payments OCTOBER	46,909.17
Payments NOVEMBER	47,976.34
Payments DECEMBER	50,295.20
Payments JANUARY	31,550.41
Payments JANUARY	35,503.04
Payments FEBRUARY	29,855.32

**Payments MARCH      33,665.33**

*Lydney In Bloom Payments to date from LIB A/C*      **1,905.80**

Payments PRIOR TO YEAR END

**Total Payments YTD      571,140.02**

**426,736.25**

**Reconciled Bank Statements as at end**

**FEBRUARY 2017**

<b>LLOYDS BANK - Current account</b>		<b>116,033.55</b>
LLOYDS BANK - Lydney In Bloom - Current		799.44
LLOYDS BANK - LGPS - Current		10,012.10
LLOYDS BANK - NDP - Current	<i>bank a/c closed</i>	-
LLOYDS BANK - CED - Current	<i>bank a/c closed</i>	-
LLOYDS BANK - Youth Council - Current	<i>bank a/c closed</i>	-

**LLOYDS BANK - Earmarked Reserves:**

S106	29,191.50
Lydney War Memorial	1,747.00
Play Areas (General)	6,472.38
Play Areas (Primrose Hill)	5,192.00
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	1,436.23
Machinery	14,741.22
Town Events	5,000.00
LCTS	8,948.58
Young Person's Award	250.00
Environment Agency 2017/2018 payment	5,000.00
Building Maintenance	720.00
Contingency addition (Trusts Donations(if required))	20,000.00

**149,041.05**

**LLOYDS BANK - General Reserve      150,850.11      299,891.16**

**Bank Balances as at:**

**28-Feb-17**

**426,736.25**

LLOYDS BANK – Multi-Use Path – Stakeholder Account  
(for info only) Unreconciled

7,844.35

See separate  
payment schedule

**MARCH PAYMENTS**

**Chq. No**

**Description/Spending Power:**

**Payments made by Direct Debit/Standing Order**

Glamorgan Telecom	01.02.17	264.00	Annual DD	Telephone
WL IT Fuel Genie	14.02.17	146.23	Mthly DD	Fuel
Forest Equipment Services Ltd: Gen/Docks	20.02.17	769.18	Mthly STO	Litterpicking: General & Docks
Forest Equipment Services Ltd: Cemetery	20.02.17	80.98	Mthly STO	Litterpicking: Cemetery
Forest Equipment Services Ltd: Dog Bins	20.02.17	46.68	Mthly STO	Litterpicking: Dog bins
EE & T Mobile	23.02.17	13.20	Mthly DD	Telephone
BNP Paribas Leasing	23.02.17	78.00	Mthly DD	Establishment
Cable Stream Ltd	24.02.17	160.12	Mthly DD	Telephone
Royal Horticulture Society	27.02.17	59.00	Debit Card	Training
Dean Truck Repairs	28.02.17	234.00	Mthly STO	Vehicle Lease
Redline Telecom	28.02.17	38.94	Mthly DD	Telephone

**Direct Debits:**

**Sub total      1,890.33**

Ref: mins - Town Council Mtg 130317



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Interim Payments made in advance of meeting:

Lyndon Creswick Heating	13.02.17	60.00	8519	Quarterly	Establishment
The Royal British Legion – Lydney Branch	13.02.17	400.00	8520	Annual	Civic
Forest Equipment Services Ltd	13.02.17	23.34	8521	Mthly	Dog Waste
<b>Interim Payments:</b>	<b>Sub total</b>	<b>484.34</b>			

Payments for approval at meeting held on: **13 March 2017**

Corporate: Payroll	31.03.17	12,823.17	BACS	Monthly	March
Corporate: HMRC	31.03.17	4,593.42	BACS	Monthly	March
Corporate: Glos LGPS	31.03.17	5,450.83	BACS	Monthly	March
Cycle Project (Corp)	31.03.17	2,392.66	BACS	Monthly	March
The Columbaria Company		252.00	8522	Ad hoc	Cemetery
FoDDC		120.00	8523	Annual	Cemetery
Cotswold Business Supplies		420.00	8524	Ad hoc	Establishment
GAPTC		2,305.44	8525	Ad hoc	Training
GovNet		462.00	8526	Ad hoc	Training
The Institute of Groundsmanship		150.00	8527	Annual	Subscriptions
Kane Mailing System		192.00	8528	Annual	Establishment
J A Perrett		648.00	8529	Ad hoc	The Tack
SLCC Enterprises Ltd		1,020.00	8530	Ad hoc	Training
TrunkArb Tree Surgery Ltd		216.00	8531	Ad hoc	Trees
Expenses		104.20	8532	Ad hoc	Training
Petty cash and Adj		141.94	8533	Ad hoc	Cemetery/Civic/Estb
		<b>31,291.66</b>			

**TOTAL PAYMENTS MARCH 33,665.33**

**LYDNEY IN BLOOM**

Payment for approval at meeting held on: **13<sup>th</sup> March**

Coinros Park Nurseries	707.40	0014
Lydney Settled Estate	656.00	0015
J A Perrett	542.40	0016

**Total LIB Payments 1,905.80**

A list of unpresented Cheques (For Information only)

T Cackett	84.50	8399
Keith Morgan Mowers	7,200.00	8480
Monmouthshire County Council	2,808.00	8481
DBC Solutions	420.00	8504
Equipment Hire Services	103.20	8507
GAPTC	40.50	8508
Expenses	29.65	8517
<b>Total</b>	<b>10,685.85</b>	

**Monthly Payment Listing**

Attention was drawn to the slight increase in the General Reserve Account and Members were advised that the Council should end the financial year within budget. Attention was also drawn to the unreconciled account which had been produced for the Multi Use Track Stakeholder Group and Members were informed that the Accountable Body (Lydney Town Council) would look to repay unspent sums to concerned parties prior to the end of the financial year.

Receipt of the monthly payment listing March (Month 12 - including the virements/transfers shown below), was **proposed by Cllr Harris, seconded by Cllr Ives**. Unanimous. Thanks were expressed to the CEO (RFO) and Town Council Staff for their financial diligence.

Approval of the payments therefrom **proposed by Cllr Harris, seconded by Cllr Ives**. Unanimous.

**Virements**

<u>Amount</u>	<u>From</u>	<u>To</u>
£38.44	Stationery	Subscriptions

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## Transfers

<u>Amount</u>	<u>From</u>	<u>To</u>
£648.00	LTC Deposit A/C – E/M The Tack	LTC Current A/C
£66.22	LTC Cycle Project A/C	LTC Current A/C

## Lydney Town Council Debit Card

Members were provided with a list of payments which had been made utilising the Council's debit card (shown below). Noted.

<u>Date of Transaction</u>	<u>Supplier</u>	<u>Details of Purchase</u>	<u>Amount of Expenditure</u>	<u>Name of LTC Employee placing order</u>
24.2.17	Royal Horticultural Society	1 years membership re staff appraisal	£59.00	Carol Wheeler
1.3.17	Newmarket Holidays	Deposit for attendance at Chelsea Flower Show by 4 x Groundstaff	£140.00	Carol Wheeler

## Month 13 Payment Run

It was **proposed by Cllr Prest, seconded by Cllr Pugh**, that Delegated Powers would be bestowed on an Officer and two Members in order that Month 13 payments may be addressed. Unanimous.

Cllr Biddle excused himself from the Chamber at this point.

Cllr Berryman relinquished the role of Chairman. Cllr Pearman, in his capacity of Chairman of the Finance and Scrutiny Committee, assumed the role of Chairman at this point.

## GRANT APPLICATIONS

As it had not been possible to hold the February meeting of the Finance and Scrutiny Committee (meeting not Quorate), Members were asked to consider the following grant applications which had been received:-

### Great Western Air Ambulance

It was **proposed by Cllr Ives, seconded by Cllr Greenwood**, that a grant of £750.00 would be awarded. Vote carried.

### Forest Sensory Services

It was **proposed by Cllr Pugh, seconded by Cllr Berryman**, that a grant of £500.00 would be awarded. Unanimous.

### Lydney Rugby Football Club

It was **proposed by Cllr Pearman**, that consideration of the grant application would be deferred pending receipt of a copy of the Club's most recent certified/audited accounts; copies of current quotations for the proposed work and details of match funding arrangements the Club had secured to meet the costs of the proposed work. Unanimous.

### Lydney Skiff Project

It was **proposed by Cllr Harris, seconded by Cllr Greenwood**, that consideration of the grant application would be deferred pending receipt of details of the premises the organisation has secured in which to build the Skiff. Unanimous.

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## Lydney Festival Summer 2017

It was **proposed by Cllr Harris, seconded by Cllr Pugh**, that a grant of £1,500 would be awarded. A desire to forge closer links with the Festival Committee with the aim of organising a joint future event in the Park was expressed by Members. Unanimous.

## Lydney War Memorial (Almshouses) Trust

It was **proposed by Cllr Greenwood, seconded by Cllr Ives**, that a grant of £300 would be awarded, subject to receiving a copy of the proposed design in advance of work commencing. Vote carried.

The CEO gave a commitment to circulate details of the proposed design, once received.

Cllr Ives excused himself from the meeting at this point.

## DONATION REQUEST

Prior to the meeting Members were provided with a copy of the donation request for £2,500.00 which had been received from Cllr Ives (acting in his capacity of Trust Chairman), on behalf of the Bathurst Park and Recreation Trust, in respect of their summer event.

During discussion Members were informed that currently the Trust had expended £1,600.00 on the event to date and had budgeted a further £4,500.00 in its 2017/2018 budget in respect of the event. Cllr Pearman informed Members that a member of the organising group felt that the event could be addressed within the current budget and it was noted that a number of facilities had yet to be costed (e.g. litter collection/disposal, portaloos, etc).

Members were reminded of the need to ensure that the Council's business and financial affairs were kept separate to that of its charitable Trusts. Speaking in her capacity of Responsible Finance Officer, the CEO recommended that any overspend due to the event would need to be shown in the Trust's accounts and its General Reserves utilised to cover same; this would then enable the Trust to ensure that sufficient budgetary provision was included in future budgets, should the Trust wish to host similar events in future years.

After a short further discussion it was **proposed by Cllr Harris, seconded by Cllr Preest**, that the Bathurst Park and Recreation Trust's request would be declined; instead the Council felt that the Trust's General Reserves should be utilised to cover any overspend which would then enable the Trust to ensure that sufficient budgetary provision was included in future budgets, should the Trust wish to host similar events in future years. Vote carried.

Cllrs Biddle and Preest returned to the Chamber at this point and were informed of Council's decision regarding their respective grant applications.

Cllr Pearman relinquished the role of Chairman and Cllr Berryman resumed said role.

## 10. TOWN COUNCIL IMPROVEMENT SUB-COMMITTEE FORMATION

Members were informed that Cllrs Berryman, Ives, Pearman, Harris and Legg had registered their interest in joining the above sub-committee. Noting that meetings would take place on Monday evenings and would require Officer attendance; it was agreed that the CEO would provide notice of the inaugural meeting date in due course.

**Action by – the CEO**



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11. **FERAL BOAR**

**West Dean Parish Council Meeting on Feral Boar**

Prior to the meeting Members were provided with a copy of the response which had been received from West Dean Parish Council concerning the composition of the recent Stakeholder meeting. Noted.

Cllr Pearman provided Members with an overview of the meeting which had included discussion on the protection of open spaces, ways to discourage the feeding of the Feral Boar, tourism, etc. It was felt that a joint approach was required to address the issues which were being faced by communities and that a small Executive Group would be formed to establish the way forward, with the lead being taken by West Dean Parish Council. It was acknowledged that action needed to be taken to control the number of Feral Boar. Cllr Pearman gave a commitment to attend the next Group meeting on behalf of Lydney Town Council.

A short discussion then ensued during which attention was drawn to the response received from DEFRA declining the invitation to be involved in an Action Plan for Feral Boar in the Forest of Dean, together with the view that it was the responsibility of local communities and individual landowners to address the problem being experienced with Feral Boar.

**The Mesne**

Members were provided with a copy of the quotation (supplied by a preferred contractor to the Forestry Commission) which had been received for the erection of a boundary fence in the wooded area at the rear of the Mesne (including the installation of one self-closing pedestrian gate) and the quotation to install a pedestrian and a vehicular gate at each of the three Forestry Commission entrance points (subject to the necessary consent being forthcoming).

It was noted that the contractor had provided two fencing specifications (one including Tornado fencing (at £12,494.40 including VAT) and one for stock fencing with a strand of barbed wire (at £4,478.40 including VAT); both specifications included the requirement to clear the fencing line. Furthermore, the quotation for the pedestrian and vehicular gates amounted to £2,800.00 including VAT.

Members were informed that one Public Right of Way existed on the Mesne (for which a self-closing gate had been included in the quotations) and that if the Council wished to further the installation of gates at the Forestry Commission entrances it would be necessary to gain the consent of both the Forestry Commission and the land owner.

Discussion then took place on reports that Feral Boar had reportedly entered the Town from the Railway line/the highway from Yorkley; the potential that any gates would be deliberately propped open; the risk to children/dogs if barbed wire was utilised as fencing. The need to view the fencing which had been erected at Yorkley Community Centre was mooted by several Councillors. Members were also reminded that the Council had previously resolved that it would not erect fencing on the Mesne so as to fully enclose it. After extensive discussion it was **proposed by Cllr Pugh, seconded by Cllr Biddle**, that the Council would erect a fence on the boundary line. The proposal was put to a vote which failed.

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**Cllr Pearman put forward a Substantive Motion** that Members would urgently visit Yorkley Community Centre to view the fencing which had been erected; would visit the Mesne to view the area for themselves in order to gauge which fencing specification was likely to be most effective and that an Extra Ordinary meeting would then be convened in order that an informed decision may be taken on the matter. **Seconded by Cllr Berryman.** Vote carried.

**Action by – All Councillors**

*(A Point of Order was called at this point due to barracking of Councillors by a Member, Cllr Preest. The CEO advised Members that they were free to vote how they wished on any one matter and should not be subjected to such behaviour from a fellow Member. **Noted.**)*

The CEO was instructed to obtain additional quotations for the erection of post and rail fencing, etc and obtain confirmation from the Forestry Commission in writing that they would not object to the installation of pedestrian/vehicular gates at their entrances (Council to subsequently determine the ownership of land where such may be erected once Forestry Commission agreement had been received).

**Action by – the CEO**

## 12. FORMAL CORRESPONDENCE RECEIVED

- Wye Valley and Forest of Dean Tourism Association – E-mail from Maureen McAllister, Executive Director, advising that new Directors of the Association are required and inviting nominations from interested parties.
- Gloucestershire Association of Parish and Town Councils – E-mail extending an invitation to submit a resolution for debate at their Annual General Meeting due to be convened on 15 July 2017. **Cllr Berryman to attend the Annual General Meeting on behalf of the Council.**
- Forest of Dean District Council – E-mail from Sue Pangbourne, Head of Paid Service, providing a copy of the “Councillor Briefing Guide” from the Local Government Boundary Commission for England detailing useful information for any Councillors wishing to be involved with the current review of the District Council Ward Boundaries.
- Freedom Leisure – E-mail extending an invitation to all Councillors to attend the “official opening” of the Lydney Fitness Suite & Studio on 30 March 2017 between 10.30 am and 12 noon. **Cllr Berryman to attend on behalf of the Council.**
- Forest of Dean District Council – E-mail from the Electoral Services and Land Charges Manager, providing a copy of a presentation entitled “The Local Government Boundary Commission for England” used at the briefing of the Electoral Review of the Forest of Dean District Council area by Mark Cooper.
- Police and Crime Commissioner – E-mail sent on behalf of Martin Surl, inviting Members to attend a special event to mark the launch of the new Police and Crime Plan 2017-2021. The event will take place at EDF, Barnett Way, Barnwood, Gloucester on 30 March 2017 at 5.30 pm for 6.00 pm start. **Cllrs Berryman and Pearman to attend on behalf of the Council.**
- West Dean Parish Council – E-mail from Dave Kent, Clerk, providing Terms of Reference, meeting notes and information from Forest of Dean District Local Council Boar Group meetings on 6 February 2017 and 2 March 2017. Furthermore, an invitation was extended for Lydney Town Council to nominate a representative to attend the next Parish & Town Council Boar Group meeting due to be convened on 21 March 2017. **Cllr Pearman to attend the meeting on behalf of Lydney Town Council.**

JD -

# LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2017/03/13 – 119

## 13. COMMITTEE & OTHER REPORTS

### Amenities Committee

Members noted that the draft minutes of the last meeting were available from the Town Council's website/hard copy in Public Minute Books.

### Burial Committee

Members noted that the draft minutes of the last meeting were available from the Town Council's website/hard copy in Public Minute Books.

### Planning & Highway Committee

Members noted that the draft minutes of the last meeting were available from the Town Council's website/hard copy in Public Minute Books.

### Finance & Scrutiny Committee

Members noted that the draft minutes of the last meeting were available from the Town Council's website/hard copy in Public Minute Books.

### Personnel Committee

Members noted that the approved minutes of the last meeting were available from the Town Council's website/hard copy in Public Minute Books.

It was noted that the Personnel Committee had reviewed the Gloucestershire County Council Pension Fund Funding Strategy Statement (February 2017) and Investment Strategy Statement (March 2017) and that whilst other Councils (like Stroud) queried the portfolio, Personnel Committee Members had resolved to trust in the judgement of Local Government Pension Scheme Officers at Gloucestershire County Council who were tasked with ensuring the best return on investments for its members.

### Coastal Communities Team (CCT)

Cllr Pearman advised that at the last meeting attendees had been informed that negotiations between Mr Cook and the Environment Agency were on-going and that the outcome of the funding application would be known by 31 March 2017. Furthermore, that attendees had been provided with a presentation from Bob Watters on Rural Grants and it was noted that a draft economic plan had been produced.

### Community Safety Partnership

Cllr Pugh advised that he was experiencing difficulty with attending meetings and he suggested that in the future Council may wish to appoint a replacement representative.

### Chartered Parishes Group

Cllr Ives reported that Gloucestershire County Council had finalised their budget and that each County Cllr had been awarded £30,000 to utilise on the Highways Local scheme. Furthermore, Cllr Ives reported that the Lengthsman Scheme would continue in 2017/2018 and that Lydney would receive four visits.

Finally, Cllr Ives reported that Gloucestershire Council had launched a new website and Members were invited to submit their thoughts on the new site to Cllr Ives.

### Market Town's Forum

No report given



# LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2017/03/13 – 120

## Forest of Dean Health Forum

Cllr Pugh advised that Gloucestershire Health Service had been re-organised and that the Care and Ambulance services were both introducing a triage system. It was noted that the X-Ray machine which was due to be re-assigned to Lydney Hospital had yet to be released from Cheltenham Hospital.

## Flood Defence Stakeholder Meeting

Cllr Pearman stressed the need for on-going maintenance of the attenuation measures which had been put in place. Members were informed that an Officer at Forest of Dean District Council and a local business/land owner were attempting to create a bund in order to alleviate issues which had been experienced at Cookson Terrace. Regarding Mead Lane, Members were informed that a period of rainfall was required in order to carry out any modelling and that a desktop exercise would shortly be conducted on the Lydney Flood Resilience Plan.

## Multi-use Track Stakeholder Meeting

It was noted that an agenda and minutes of the previous meeting had been issued to all concerned parties and that decisions regarding the future of the Group would be taken at the next meeting.

The CEO advised that monies held in respect of the Admin post would be returned to relevant parties prior to Year End. Noted.

### 14. DISTRICT COUNCILLORS REPORT

No report received.

### 15. COUNTY COUNCILLOR REPORT

Prior to the meeting Members were provided with a copy of the report which had been received from Cllr Preest (Appendix B).

Cllr Preest expressed congratulations to Lydney Town Band on their recent success at their competition, at which they had been placed 8<sup>th</sup> in their group. Furthermore, Cllr Preest advised that he was due to attend a meeting on 5 April 2017 as a number of old buses were being used for the Forest routes and a high number of breakdowns were being experienced.

### 16. COUNCILLOR REPORT

Cllr Pearman advised that he had attended an event at the Forest of Dean Sea Cadets on 7 March 2017 on behalf of the Mayor and he felt that the Cadets were a credit to themselves, their parents, the unit and the Town. Members also noted that Cllr Pearman had attended a meeting of Gloucestershire Association of Parish and Town Council's Executive Committee in order to discuss Lydney Town Council's complaint and Cllr Pearman provided Members with an overview of the discussion.

Cllr Pugh advised that he had attended a General Board meeting of the Forest of Dean Citizens Advice Bureaux and members noted that the organisation would shortly be submitting a grant application to the Town Council. Cllr Pugh highlighted that the organisation was underfunded and were undertaking a higher number of contact calls than outreach visits.

Responding to a question raised by Cllr Biddle, Cllr Preest confirmed that the car park extension at the main line railway station was now open. Cllr Biddle alerted Members to the fact that the locks to the park gates were still evident which was proving to be a deterrent to commuters. Cllr Preest gave a commitment to raise the matter with Officers at Gloucestershire County Council.

**Action by – Cllr Preest**

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# LYDNEY TOWN COUNCIL

## FULL COUNCIL MEETING – 2017/03/13 – 121

Cllr Harris commended the Town Council's Head Groundsman on the raised floral display which had been created at the entrance to Bathurst Pool. Cllr Harris also advised that numerous pleasing comments had been received from members of the public on the raised bed. Cllr Berryman advised that the cost of constructing the raised bed had been covered by a donation from Viscount Bledisloe.

Cllr Harris advised that she had received requests for a Youth Club. Members were informed that young people were meeting in a rear room of a Public House to use a pool table and that a proprietor of another Public House had expressed a willingness to permit young people to meet at their premises.

Cllr Leach confirmed his appointment to the RDPE Committee and he felt that several of the Town Council's projects may meet the organisations funding criteria.

17. **PRESS RELEASE**

Nothing to report.

18. **MEETING DATES**

As per the meeting schedule (unless cancelled/postponed due to insufficient business by the relevant Chairman).

- 27 March 2017      7.00 pm - Charitable Trusts

Meeting closed at 9.50 pm

Chairman .....  .....

Date ..... 10/4/2017 .....