

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2016/10/10 – 53

MINUTES OF THE LYDNEY TOWN COUNCIL MEETING held in the Council Chamber, Claremont House, Lydney on Monday 10 October 2016 at 7.01 pm.

PRESENT: Cllrs B Berryman (Chairman), R Christodoulides, C Harris, H Ives, C Legg, B Pearman, A Preest and D Pugh

One member of the public
Ms S Poole and Ms J Challenger, Severnbanks Primary School (with four pupils and one Adult supervisor) (item 5 only)
PC D Arinze, Gloucestershire Police (item 4 only)
District Cllr Simpson
Mrs J Smailes – Chief Executive Officer (CEO)
Miss C Wheeler – Executive Officer (EO)

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 Cllrs Biddle and Street.

Cllr Berryman read out a letter of resignation from Cllr Beddis. Noted.

2. **DECLARATIONS OF INTEREST**

None.

3. **MINUTES OF PREVIOUS MEETING**

Approval of the minutes of the Town Council meeting held on 12 September 2016 was proposed by Cllr Harris, seconded by Cllr Ives. Unanimous.

Members were informed that since the last meeting it had been necessary to address two matters under Delegated Powers – Health & Safety, these being:

- Temporary repair of cracked flashing on Council Chamber roof (at a cost of £70.00)
- Replacement of two Emergency Lighting units over main entrance/exit doors (at a cost of £140.00)

Noted.

4. **POLICE MATTERS**

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

Cllr Berryman welcomed PC Arinze to the meeting, who had attended at short notice in place of PS Sleeman. Noting that problems were experienced with anti-social behaviour in Bathurst Park, Cllr Ives appreciated that the Police had instigated Operation TomTom but questioned the frequency of patrols and the possibility of increasing same. PC Arinze gave a commitment to raise the matter with PS Sleeman and provide the Council with a response. It was noted that groups of youths gathered in the Park around 8.30 pm and whilst the Police felt that the new roof on the bandstand was proving to be an attraction for

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2016/10/10 – 54

youths, Members emphasised that the Trust had elected to place a roof on the bandstand to increase its potential to hold daytime events which could be enjoyed by a wide variety of the public as well as enhancing the appearance of the Park. PC Arinze advised that if members of the public were in the Park after its closure it would be deemed to be a civil trespass matter, however, if damage was being caused it was deemed aggravated trespass which was a Police matter. PC Arinze recommended that the Council issue a press statement advising that it was working with the Police to address the situation and gave a commitment to inform PS Sleeman that empty alcohol bottles were found in the Park despite it being in an alcohol free zone.

Finally, Members asked PC Arinze to convey to PCSO Wilce the Council's thanks, appreciation and their best wishes for a successful career with Gwent Constabulary.

PC Arinze excused himself from the meeting at this point.

5. YOUTH FORUM

Cllr Pearman welcomed Severnbanks Primary School to the meeting.

During their report representatives from the school raised the following issues:

- Community spirit – enjoyed the “Welcome Home” event for Andy Lewis and the Christmas Lights Switch On and wondered how the sense of community could be greater promoted in order to avoid the feeling of social isolation by some parts of the Town. Expressed concern over a lack of organised events for young people.
- Anti-social behaviour – voiced concern over litter, dog excrement and drug users in the Town.
- Appearance of Town – expressed concern that some grassed areas were not cut as frequently as others.

During discussion it was explained that grassed areas were cut by different organisations, however, in 2017 the Council would be taking over grassed areas which were previously cut by Gloucestershire County Council; Two Rivers Housing would continue to cut their own areas due to the maintenance charge levied on its tenants/occupants of former social housing properties. Cllr Berryman explained that the Council did incur lots of expenditure for litter collection on its managed areas and it was highlighted that if members of the public could be prevented from dropping litter the expenditure could be spent on other areas (e.g. additional play equipment).

Cllr Pearman encouraged the School representatives to let the Council know the type of things which they would like to see in the Town. Members sought to reassure the School representatives that the Police were making every effort to tackle the issue of drugs in the Town and Cllr Ives invited the School representatives to e-mail the CEO with suggestions for future events which could take place in Bathurst Park. Regarding the matter of social isolation, the CEO questioned if issues were still being experienced with the temporary pedestrian route from Oakdale to Lakeside and encouraged the School to inform her if issues were experienced this winter.

RAS

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2016/10/10 – 55

Cllr Harris invited each representative from the School to put forward one idea which they would personally like to see in the Town; suggestions were:

- New play equipment in Bathurst Park
- Cameras to capture images of dog fouling
- A talent show in Bathurst Park
- Increased number of leisure centres

The representatives from Severnbanks School then excused themselves from the meeting.

Cllr Ives advised Members that representatives from Primrose Hill C of E Academy would return to the Council Chamber in November, with representatives from The Dean Academy welcomed to the December meeting. It was noted that Lydney C of E Community School had twice received an invitation to participate in the Forum, but no response had been received. However, Cllr Ives was requested to extend a further invitation to the School and that of Aylburton C of E School (due to the Federation status which existed between the two Schools.).

Action by – Cllr Ives

6. **OPEN FORUM**

No requests to speak were received.


7. **COMMUNICATIONS BY THE MAYOR**

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

- Poppy Appeal dinner
- “Welcome Home” event for Andy Lewis
- Opening of Forest of Dean Police Station *during which an invitation was extended to the High Sheriff of Gloucestershire to visit Lydney in the future*

Display Framework for Remembrance Wreaths

Cllr Berryman informed Members that a meeting had taken place with representatives from The Royal British Legion – Lydney Branch, to discuss how the wreaths should be displayed at this year’s event. It was noted that historically a metal wire had been placed around the Monument, however this was against advice from the War Memorial Trust due to the damage which could be caused to the stonework.

Members were advised that a quotation had been obtained for a series of bespoke frames which could be temporarily secured to a nearby wall, for the purpose of displaying up to 50 wreaths; the frames would then be removed from the wall a suitable length of time after the event and stored until the following year. The CEO advised Members that the cost of the frames would amount to £1,506.00 including VAT and it was hoped that a donation towards the cost would be forthcoming from The Royal British Legion – Lydney Branch. It was **proposed by Cllr Preest, seconded by Cllr Harris**, that the Council would approve the expenditure and would seek a contribution from The Royal British Legion – Lydney Branch towards the cost. Sum to be taken from Civic/General Reserves. Unanimous. 

Action by – the CEO

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2016/10/10 – 56

8. CEO'S REPORT

A copy of the CEOs 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 Ives reported that he had attended the Minerals & Waste Policy Seminar organised by Gloucestershire County Council, during which no relevant issues had been raised for Lydney.
- Cllr Pearman advised that he had attended a recent Gloucestershire Market Towns Forum meeting during which Cllr Pearman had learnt that Tesco had been required to provide 100 car parking spaces in the Town when their store had opened in Stow; that a pop up museum had been operated in the Town over the weekend which had proved to be a visitor attraction.

9. FINANCIAL MATTERS

FINANCIAL STATEMENT -		October 2016	
<u>Opening Bank Balances as 1st April 2016</u>			
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	bank a/c to be closed		0.00
LLOYDS BANK - CED - Current	bank a/c to be closed		0.00
LLOYDS BANK - Youth Council - Current	bank a/c to be closed		0.00
LLOYDS BANK - Earmarked Reserves:			
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	104,687.26	
LLOYDS BANK - General Reserve		158,483.74	263,171.00
			<u>363,589.64</u>
RECEIPTS			
Receipts APRIL		287,564.88	
Receipts MAY		12,916.68	
Receipts JUNE		2,587.69	
Receipts JULY		2,645.83	
Receipts AUGUST		249.12	
Receipts SEPTEMBER		254,157.19	
Receipts OCTOBER			
Receipts NOVEMBER			
Receipts DECEMBER			
Receipts JANUARY			
Receipts FEBRUARY			
Receipts MARCH			
		Total Receipts YTD	<u>560,121.39</u>
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			
Payments DECEMBER			
Payments JANUARY			

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2016/10/10 – 57

Payments FEBRUARY
Payments MARCH
Payments PRIOR TO YEAR END

Total Payments YTD **340,388.58**
583,322.45

Reconciled Bank Statements as at end		SEPTEMBER 2016	
LLOYDS BANK - Current account			249,720.85
LLOYDS BANK - Lydney In Bloom - Current			705.24
LLOYDS BANK - LGPS - Current			10,011.19
LLOYDS BANK - NDP - Current	bank a/c closed		-
LLOYDS BANK - CED - Current	bank a/c closed		-
LLOYDS BANK - Youth Council - Current	bank a/c closed		-
LLOYDS BANK - Earmarked Reserves:			
S106	29,191.50		
Lydney War Memorial	1,747.00		
Play Areas (General)	12,000.00		
Play Areas (Primrose Hill)	8000.00		
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	3,710.230		
Machinery	14,741.22		
Town Events	5,000.00		
LGPS Provision (moved to LGPS a/c)	0.00		
LCTS	28948.58		
Young Person's Award	250.00		
Christmas	733.16		
Building Maintenance	720.00		
Cycle Project Reserve	17,000.00	172,383.83	
LLOYDS BANK - General Reserve		150,501.34	322,885.17
Bank Balances as at: 30-Sept-16			583,322.45

OCTOBER PAYMENTS

Payments made by Direct Debit/Standing Order

			Chq. No	Description/Spending Power:
WL IT Fuel Genie	13.09.16	372.46	Mthly DD	Fuel
Forest Equipment Services: Gen/Docks	20.09.16	769.18	Mthly STO	Litterpicking: General & Docks
Forest Equipment Services: Cemetery	20.09.16	80.98	Mthly STO	Litterpicking: Cemetery
Forest Equipment Services: Dog Bins	20.09.16	46.68	Mthly STO	Litterpicking: Dog bins
FoDDC Business Rates: Cemetery & Premises	22.09.16	63.00	Mthly DD	FoDDC Rates
EE & T-Mobile	23.09.16	13.20	Mthly DD	Telephone
Cablestream Ltd	27.09.16	137.28	Mthly DD	Telephone
Dean Truck Repairs	28.09.16	234.00	Mthly STO	Van Hire
Redline Telecom	28.09.16	38.94	Mthly DD	Telephone
Land Registry	26.09.16	34.74	Debit Card	Planning
PWL	30.09.16	7643.43	½ Yrly DD	PWL
Direct Debits: Sub total		9,433.89		

Interim Payments made in advance of meeting:

None

Interim Payments: Sub total 0.00

Payments for approval at meeting held on: 10th October 16

Corporate: Payroll	14,004.88	BACS	Monthly	October
Corporate: HMRC	4,536.79	BACS	Monthly	October
Corporate: Glos LGPS	5,767.92	BACS	Monthly	October
Cycle Project (Corp.)	1163.22	BACS	Monthly	October
ADT Fire & Security plc	315.96	8397	Annual	Establishment
Avoncrop Amenity Products	48.00	8398	Ad hoc	Weedspraying
Mr T Cackett	84.50	8399	Ad hoc	Floral Displays
Richard Cole Contracting	1,786.00	8400	Monthly	Grass Cutting
Dean Fire	225.60	8401	Annual	Establishment
Forester Newspaper	142.08	8402	Ad hoc	Advertising
Gloucestershire Enterprise Ltd	301.00	8403	Ad hoc	Training
Cleaning Products UK (Gooch Group)	26.78	8404	Quarterly	Establishment
Pete Hurcomb	70.00	8405	Ad hoc	Building Maintenance
Light Fantastic DIY Ltd	19.09	8406	Monthly	Tools/Maintenance

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2016/10/10 – 58

LITE (Lite & Illumination Technology)	1,593.60	8407	Annual	Christmas
Lydney Festival	200.00	8408	Ad hoc	Home Coming Event
Lydney Music	100.00	8409	Ad Hoc	Home Coming Event
Lydney Training Band	150.00	8410	Ad hoc	Home Coming Event
Mincost	40.90	8411	Monthly	PPE/Tools
Monmouthshire County Council	5,527.62	8412	Ad hoc	Play areas
Monmouthshire County Council	288.00	8413	Annual	Playareas
Office Star Group Ltd	136.28	8414	Monthly	Stationery
St John Ambulance	72.00	8415	Ad hoc	Home Coming Event
Tate Computer Technology Ltd	58.80	8416	Ad hoc	IT/EQP Maintenance
White House Press (Printers) Ltd	678.00	8417	Quarterly	Newsletter
Petty Cash	75.98	8418	Monthly	Telephone/Est
Expenses	42.00	8419	AD hoc	Civic Expenses
Expenses	20.28	8420	Ad hoc	Training

37,475.28

TOTAL PAYMENTS September 46,909.17

A list of unpresented Cheques (For Information only)

J A S Gas Service	51.00	8387
Total	<u>51.00</u>	

Monthly Payment Listing

Receipt of the monthly payment listing October (Month 7) was **proposed by Cllr Harris, seconded by Cllr Ives.** Unanimous.

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

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>
22.9.16	Land Registry	Title Register and Title Plan in respect to Bathurst Park	£34.74 (inc VAT)	Carol Wheeler
5.10.16	Media Force (on behalf of The Leaflet Company Ltd)	Distribution charge for LTC Autumn Newsletter	£80.82 (inc VAT)	Carol Wheeler

2016 Remembrance Order of Service

Members noted that as per the agreement with The Royal British Legion – Lydney Branch, the Council would bear the printing cost for the Order of Service (estimated to be £139.00).

Members were reminded that they had been provided with a copy of the 2017/2019 Local Government Finance Settlement (Technical Consultation Paper) which they were recommended to read and digest.

The CEO also informed Members that she had been asked to attend a Clerks meeting at Forest of Dean District Council with the Head of Paid Service, a Strategic Group Manager and the Legal Team Manager and Monitoring Officer. Responding to a question from Cllr Harris the CEO advised that whilst she believed the meeting would not be minuted, she would provide Members with a précis of the meeting. Members expressed astonishment at

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2016/10/10 – 59

the number of Senior Managers attending the Clerks meeting; the CEO advised that she had also requested the attendance of the S151 Officer. It was noted that the CEO had also requested from the S151 Officer Band D information which was required ahead of any formal budgetary discussion.

10. THE TACK

Whilst Cllr Street was unable to attend the meeting, he had provided the CEO with a written report which was read out by Cllr Berryman, thus:

“Following protracted negotiations with the Environment Agency & Lydney Park Estate we have submitted the agreed wording for the interpretation boards. We are expecting proofs from Shelley Designs in the very near future. Provided they are correct an order will be submitted for the manufacture and delivery. Once we have the boards the installation of the boards, kissing gate and intermediate waymark posts will take place”.

11. CYCLE PATH

Lydney Revolutions

Cllr Pearman advised that an update on progress had been requested from Amey and that he, together with Cllr Preest would raise the matter when visiting Gloucestershire County Council the following day. Cllr Pearman advised that he would also seek confirmation in writing that whilst the funding for the scheme had been included in the same section in the Local Transport Plan as improvements to the Bream Road Junction, the schemes were not dependent on each other. The CEO requested that Cllrs Preest and Pearman emphasise that the Lydney Revolutions scheme was completely different to that of the Parkend to Lydney Cycle Partnership route.

Parkend to Lydney Cycle Partnership Stakeholder Board

Members were informed that prior to the meeting invoices had been raised against both West Dean Parish Council and Forest of Dean District Council, in respect of their contributions payable to Lydney Town Council in respect of the Project Officer role/admin support for the project.

Cllr Pearman advised that before the project could progress further it would be necessary for the Stakeholder Board to consider how the cost of the feasibility study could be met (£11,157.42). The CEO advised that West Dean Parish Council (WDPC) had advised that they would not contribute towards the cost of the feasibility study as they felt that the Project Officer should seek funding from other sources. During discussion concern and disappointment was expressed by Members over the approach adopted by WDPC as it was felt preferable to approach funding sources to obtain financial support for design statements and construction costs. Furthermore, no further progress could be made on the scheme until such time as the feasibility study had been commissioned, with meetings being purely “talking shops” until such had been obtained.

Members were asked to consider if Lydney Town Council wished to contribute towards the cost of the feasibility study. It was **proposed by Cllr Pugh**, that Delegated Authority would be bestowed on the CEO, Cllrs Preest and Pearman to raise the possibility of jointly sharing the cost of the feasibility study with Gloucestershire County Council with Gloucestershire County Council becoming a Stakeholder in the project. Cllr Harris proposed an amendment to

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2016/10/10 – 60

Cllr Pugh's motion that should Gloucestershire County Council decline the Town Council's request, that the Town Council would agree to cover the whole cost of the feasibility study. Cllr Pugh agreed to accept the amendment to his motion. The motion was then **seconded by Cllr Harris**. Unanimous.

Resolved: *That Delegated Authority would be bestowed on the CEO, Cllrs Preest and Pearman to raise the possibility of jointly sharing the cost of the feasibility study with Gloucestershire County Council. However, should Gloucestershire County Council decline the Town Council's request, the Town Council would agree to cover the whole cost of the feasibility study (£11,157.42). Gloucestershire County Council representative to be invited to all future Stakeholder meetings.*

Cllr Ives requested that the CEO convey Lydney Town Council's concern and disappointment over the stance taken by WDPC to said Authority to emphasise the importance of future on-going contributions which would be required if the project was to result in success.

Action by – the CEO

12. EVENT OVERVIEW

Members were provided with an opportunity to reflect on the "Welcome Home" parade which had been organised for Mr Andy Lewis.

During discussion it was noted that the event had been well received and supported by the public and that the Council had received lots of positive feedback as a result. Thanks were conveyed to the Town Council's staff for their organisation; the appreciation of Mr Lewis's family was also conveyed.

Responding to a question which had been raised by Cllr Christodoulides, Members were advised that consideration was being given towards a more permanent record for Mr Lewis's achievement either through a road name or by placing a plaque on the bandstand.

13. FORMAL CORRESPONDENCE RECEIVED

- Lydney Area in Partnership – Notice of Annual General Meeting on 5 October 2016 at 7.00 pm at Lydney Community Centre.
- Local Government Finance: Written Statement HCWS162 – Copy provided to all Members.
- Gloucestershire Association of Parish and Town Councils – Providing a response to the Council's letter re their "Devolutions Observations" e-mail.
- Gloucestershire Association of Parish and Town Councils – Providing a response to the Council's letter re their survey on Local Council Engagement with Planning Authorities.
- Gloucestershire County Council – Letter from Nigel Riglar, Director: Commissioning (Communities & Infrastructure) advising of the replacement of the minerals local plan and the operation of an 8 week consultation period for comments. The consultation period will take place from 29 September 2016 until 5.00 pm on 24 November 2016.
- Lydney Scoot & Jam – Letter from Lydney Scoot & Jam providing a cheque to the "Friends of Bathurst Pool" for £1,160.00 (profit made from the scoot jam event in 2013).
- U3A – Flowers and chocolates from the Chairman of U3A to the office staff at Lydney Town Council for their assistance with gaining entry to Lydney Town Hall.
- Forest of Dean Citizens Advice Bureau – E-mail advising sessions at both Coleford and Cinderford will now be provided on an "appointments only" basis until further notice, due to a lack of volunteers.

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2016/10/10 – 61

- Morf Designs – E-mail enquiring if the Council wished to place an advertisement in the 2017 Forest of Dean Visitor Guide. It was **proposed by Cllr Ives, seconded by Cllr Harris**, that the Council would take out a half page advert at a discounted cost of £889.00 including VAT to advertise the attractions of Lydney.

Action by – the CEO

- Gloucestershire Association of Parish and Town Councils – E-mail inviting Council to comment on the 2017/2018 Local Government Finance Settlement (Technical Consultation Paper) issued by the Department for Communities and Local Government. It was **proposed by Cllr Ives, seconded by Cllr Pearman**, that Delegated Authority would be bestowed on the CEO and two Members to respond on behalf of the Council.

Action by – the CEO and Two Councillors

- BT – Notification of their intention to remove a number of telephone boxes throughout the District, including a quantity from within the Lydney area.
- Mr Andy Lewis – Letter expressing thanks to the Council for the “Welcome Home” parade.
- Mr Kear – Providing a copy of a letter sent to the Local Planning Authority expressing disappointment in the way the District Council/District Cllrs were handling the proposed development at Allaston. **Cllr requested that a copy of Mr Kear’s letter be e-mailed to all Councillors.**

Action by – the CEO

- Mr Lewis – Letter requesting confirmation of the Town Council’s stance on the proposed development at Allaston. A response was duly tendered to Mr Lewis.
- Forest of Dean District Council – Press release which seeks comments on the proposed Council Tax Support Scheme for 2017/2018.
- Gloucestershire Rural Community Council – Invitation to attend their AGM on 10 November 2016 at 10.00 am which will take place at Witcombe and Bentham Village Hall. **Cllr Pearman offered to attend the meeting.**

14. 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.

Lydney In Bloom

Cllr Berryman advised that he had discussed the creation of a floral display at the entrance to Bathurst Pool with Viscount Bledisloe who had consented in principle, subject to being provided with a map showing the exact location of the display. It was noted that Cllr Berryman would also raise the possibility of Lydney Park Estate utilising a proportion of the funding designated for the refurbishment of the front of the Pool to assist with the creation of the floral display.

Action: Cllr Berryman to further and advise accordingly

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. JB

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2016/10/10 – 62

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.

CED Steering Group

Cllr Pearman advised a written report from the October meeting would be tabled for information only at the November Full Council meeting.

Coastal Communities Team (CCT)

Cllr Pearman reminded Members had been provided with copies of the notes from the last meeting of the Stakeholder Group Meeting. Furthermore, Cllr Pearman was delighted to report that the CCT had been invited to bid for the next round of funding; the bid would be in the region of £2.1M.

Members were informed that a delay had been experienced with the refurbishment of the Swing Bridge due to concerns raised by Heritage England. However, Cllr Pearman was pleased to report that said concerns had now been addressed and it was anticipated that the refurbishment would continue uninterrupted.

Heritage Action Zone (HAZ)

Cllr Pearman advised that a meeting had taken place in Bristol regarding a bid submission, during which advice had been received on a number of issues. A decision would be taken by the end of the month regarding whether to forward the initial submission to the national body for further evaluation; notification of any funding award would be received during December. Cllr Pearman advised that Heritage England representatives had also given a commitment to work with the group on a number of matters, including that of conservation and improvements within designated areas.

The CEO advised that a meeting had been arranged with Officers from Forest of Dean District Council in November to discuss the Lydney Conservation Area and proposed improvement works to Bathurst Park railings.

Cllr Preest expressed appreciation to Mrs W Jackson, Forest of Dean District Council, for her efforts to date.

Education

Cllr Ives requested that henceforth this item be included under Agenda Item 5 – Youth Forum.

It was noted that Cllr Ives awaited information from Ms K Frost, Chairperson, The Dean Academy Governors regarding attendance at a future Governors meeting.

Community Safety Partnership

Cllr Pugh advised that concentrated efforts had taken place with schools/colleges regarding safeguarding.

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2016/10/10 – 63

Chartered Parishes Group

Cllr Ives reported that Gloucestershire County Council's Lengthsman Scheme would return to the Town in October and he encouraged Councillors to report minor works to Cllr Preest in order that they may be incorporated.

Cllr Ives also advised that during the recent Chartered Parishes Group meeting he extended an invitation to the Police and Crime Commissioner's office to attend the January meeting of the Bathurst Park and Recreation Trust.

Market Town's Forum

Report given earlier in the meeting as part of the CEO's Report.

Forest of Dean Health Forum

Cllr Pugh advised that he would not be able to attend the November meeting on behalf of the Council. Cllr Preest kindly volunteered to attend in place of Cllr Pugh.

Action by – Cllr Preest

Flood Defence Stakeholder Meeting

Prior to the meeting Members were provided with a copy of a Community Flood Resilience Dry Run Planning Document and they were asked to consider the request from the National Flood Forum Officers that the Council arrange/undertake a dry run exercise.

During discussion concern was expressed that the organisation of such an exercise should be led by a Higher Tier Authority, as the Council did not possess sufficient resources.

Accordingly, it was **proposed by Cllr Harris, seconded by Cllr Ives**, that whilst the Council would participate in such an exercise it would stipulate that it should be organised by a Higher Tier Authority. Unanimous.

Action by – the CEO

15. DISTRICT COUNCILLORS REPORT

No report received.

16. COUNTY COUNCILLOR REPORT

No report received.

17. COUNCILLORS REPORT

Cllr Berryman reported that Bathurst Pool had received lots of visitors during their final operational month this season; that Gloucestershire Constabulary were purchasing a further two Police horses; sought confirmation as to the Councillors who would be available to assist with marshalling at the Fireworks display in Bathurst Park. Cllrs Christodoulides, Pugh, Ives, Pearman, Legg and Preest indicated that they would be available to marshal the event. An invitation to assist with marshalling at the event was accepted by District Cllr Simpson and Members wished an invitation to also be extended to Mr Andy Lewis.

Action by – the CEO

Cllr Legg requested an agenda item for the next Multi Agency Stakeholder Flood Defence Meeting concerning Flood RE. Cllr Legg also expressed concern over the amount of surface water which was evident in numerous locations in the Town following rainfall. It was felt that the rainwater may have been held on the surface due to blocked gulleys and the CEO requested that the Council be provided with a copy of the gulley emptying schedule for the Town.

Action by – Cllr Ives



LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2016/10/10 – 64

Cllr Christodoulides questioned if the Council was aware of the name of the purchaser for the land east of Lydney which had been offered for sale by Gloucestershire County Council. Cllr Pearman gave a commitment to ascertain the name of the purchaser.

Action by – Cllr Pearman

Cllr Pugh questioned if the Council had been informed why the level of the Lyd was so low. Whilst no explanation had been provided, it was felt to be due to the low level of rainfall which had been experienced over the last few months.

Cllr Harris advised that she had been approached by a number of fishermen who had highlighted a number of logs/branches which were clearly visible in the Lyd from the skatepark to Albany Bridge. The CEO felt that the removal of such objects could be undertaken by Groundstaff.

Action by – the CEO

Due to Cllr Beddis's resignation, Cllr Ives requested that a substitution Councillor be allocated to attend the November Councillor Surgery. The CEO agreed to e-mail all Councillors with the date of the Surgery in order that they may ascertain their availability.

Action by – the CEO

Members were reminded that the Council would be asked to consider Co-opting new Members at the November meeting.

18. **PRESS RELEASE**

Referencing the request by PC Arinze earlier in the meeting, Cllr Berryman requested that a press statement be issued to highlight the efforts being made to address anti-social behaviour in Bathurst Park. Unanimous.

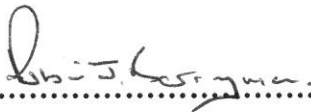
Action by – the CEO

19. **MEETING DATES**

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

- 14 November 2016 6.00 pm - Planning and Highway Committee
7.00 pm - Full Council

Meeting closed at 9.04 pm

Chairman 

Date 11/11/2016

Actions from Full Council meeting on 12 September 2016

Agenda Item	Action
12.	<ul style="list-style-type: none"> • CEO to advise West Dean Parish Council that Members noted that affordable housing provision had already been designated for Lydney, however, Members supported their efforts to levy charges locally. Done • Cllr Pearman to approach Cllr Berryman to ascertain if he would be available to attend GPFA AGM on 4 October 2016. Mayor advised • Cllr Ives to attend Gloucestershire County Council's seminar on 28 September 2016 in respect of the Minerals & Waste Policy Update Pending – Cllr Ives • CEO to advertise vacancy for Councillors for two weeks; Co-option to be an agenda time for November Full Council meeting Addressed; November Agenda Item • CEO to inform GAPTC that the issue of Devolution for Gloucestershire was too large an issue to be covered in such a short timeframe. Done • Cllr Pearman to attend GMTF meeting on 20 September 2016 Update Pending – Cllr Pearman • CEO to advise Gloucestershire County Council that the Town Council was willing to participate in a Department for Transport consultation. Done • Delegated Powers bestowed on CEO to organise a “Welcome Home” parade for Andy Lewis; budget of up to £2,500 agreed for the event; investigations to take place into the possibility of painting a Royal Mail post box gold. Done; Event overview agenda item for October FC Meeting
13	Cllr Pearman to provide the Council with a written report on the activities of the CED Steering Group for consideration at the next meeting. Pending – Cllr Pearman
14.	CEO to forward “Council Musings” press statement to local press Done
15.	CEO to arrange for Groundstaff to cut back an overgrown hedge at The Greyhound which is obstructing the pavement. Done

A