

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2013/03/11 – 144

MINUTES OF THE TOWN COUNCIL MEETING held in the Council Chamber, Claremont House, Lydney on Monday 11 March 2013 at 7.00 pm.

PRESENT: Cllrs B Berryman (Chairman), R Bonser, D Cooksley, C Harris, W J Osborne, B Pearman, A Preest and B Thomas

Two members of the public
District Councillor J Bevan
District Councillor J Davis
District Councillor D Martin
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 from Cllrs Biddle, Edwards, Hobman, James, Matthews, S Osborne, and Thompson and duly accepted. Apologies for absence were also received from District Cllr Glastonbury.

2. **DECLARATIONS OF INTEREST**

None.

3. **MINUTES OF PREVIOUS MEETING**

Approval of the minutes of the Town Council meeting held on 11 February 2013 was proposed by Cllr W Osborne, seconded by Cllr Bonser. Unanimous.

4. **POLICE MATTERS**

Prior to the meeting Councillors were provided with a copy of the report which had been received from Gloucestershire Police and also a full copy of the January report which had since been provided by the Police. Members were asked to contact the CEO if they wished to query items raised in the report, as the CEO would then request the attendance of a Police Officer at the next meeting.

Councillors were requested to inform the Mayor if they wished topics to be raised at the forthcoming Forest Mayor's meeting.

Action by – all Councillors

5. **OPEN FORUM**

District Cllr James Bevan – questioned if the Council was aware why Morgan Sindall were erecting metal fencing close to Federal Mogul. The CEO advised that contractor was undertaking ground works in behalf of Severn Trent, in order to facilitate a new sewer pipe for the new large scale housing development by Robert Hitchins Limited.

District Cllr D Martin, 24 Woodland View, Cinderford – questioned if Councillors were aware of the fund which had been set up by the Police and Crime Commissioner. It was noted that the information had been passed to Cllr Bonser to further.



LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2013/03/11 – 145

6. COMMUNICATIONS BY THE MAYOR

Cllr Berryman reported that he had attended the following functions:

- Wyedean Rally
- Children's Court
- Forest of Dean Opportunities Centre

7. 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:-

- Thanks were expressed to Cllr Thomas for his assistance with the production of the Council's Spring newsletter, due to be circulated in advance of the ACM.
- Members were reminded that the Annual Town Meeting would take place in Lydney Town Hall on Monday 15 April 2013 at 7.00 pm and that all Councillors were expected to attend given that this was a meeting for and on behalf of Lydney's Electorate.
- New gateway signage had now been erected at the entrances to the Town and thanks were expressed to the Town Council's Ground Staff for their hard work. However, members were disappointed to learn that three ornamental trees had already been stolen from the planted flower tubs located at the Cross Hands junction and the junction of Centurion Road with Highfield Road. An article to this affect had been included in the Newsletter.
- The Dean Academy had advised the Council that it held regular meetings with its students and confirmed that they would re-emphasise the dangers of crossing the railway tracks.

Cllr Preest questioned if District Cllr Hobman had been provided with information on the cost of refurbishing the Newerne Street public toilets.

Action by – District Cllr Hobman

CCTV

Members were informed that Lydney Town Hall Trust Management Committee (LTHTMC) would not provide the Council with a key to the Town Hall in order that it could access the CCTV mast in emergency situations. LTHTMC stipulated that the Council would need to contact LTHTMC Trustees/Caretaking staff should it need to access the Town Hall. It was noted that the Council may face expense through calling out Caretaking staff.

During discussion concerns were expressed by a number of Councillors over the decision taken by LTHTMC. Cllr Cooksley offered to relay Members concerns to LTHTMC, if his fellow Members desired. Cllr W Osborne requested LTHTMC be reminded that the Council was classed as one of the Town Hall contributors.

8. FINANCIAL MATTERS

FINANCIAL STATEMENT	MARCH 2013	
Bank Balance as 1st April 2012		
LLOYDS BANK - Current	00101278	14,186.68
LLOYDS BANK - Earmarked Reserves	01290309	

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2013/03/11 – 146

S106	29,191.50		
Lydney War Memorial	1,318.00		
Primrose Hill Play Area	8,000.00		
Playbuilder Grant from FoDDC (Zip wire)	634.00		
Cemetery	25,000.00		64,143.50
LLOYDS BANK - General Reserve	01290309		48,787.73
			127,117.91

TRANSACTIONS

PAYMENTS

Payments APRIL - INTERIM	5,608.16		
Payments MAY	47,638.87		
Payments JUNE	24,506.43		
Payments JULY	30,441.17		
Payments AUGUST	33,762.93		
Payments SEPTEMBER	31,979.72		
Interim Payments to HALF YEAR	3,359.83		
Payments OCTOBER	27,772.74		
Payments NOVEMBER	29,298.54		
Payments DECEMBER	43,082.43		
Payments JANUARY	23,367.19		
Payments FEBRUARY	25,005.71		
Payments MARCH	38,108.66		Detailed below
Payments PRIOR TO YEAR END	-		
	Total Payments YTD	363,932.38	

RECEIPTS

Receipts APRIL	218,557.22		<i>Includes Precept instalment</i>
Receipts MAY	3,079.81		
Receipts JUNE	610.78		
Receipts JULY	6,507.84		
Receipts AUGUST	8,232.80		
Receipts SEPTEMBER	207,952.58		<i>Includes Precept instalment</i>
Receipts OCTOBER	7,897.92		
Receipts NOVEMBER	3,826.54		
Receipts DECEMBER	3,195.50		
Receipts JANUARY	6,319.10		Receipts Summary attached
Receipts FEBRUARY	4,227.50		Receipts Summary attached
Receipts MARCH	-		
	Total Receipts YTD	470,407.59	
	Total	233,593.12	

Reconciled Bank Statements as at end	February 2013		Bank Statement copies attached
LLOYDS BANK – Current account		60,578.50	
LLOYDS BANK - Youth Council - current		450.00	
LLOYDS BANK - Earmarked Reserves:			
S106	29,191.50		
Lydney War Memorial	1,318.00		
Primrose Hill Play Area	8,000.00		
Cemetery	25,000.00		
Neighbourhood Development Plan	6,222.59	69,732.09	
LLOYDS BANK - General Reserve		102,832.53	172,564.62
Bank Balances as at		28-Feb-13	233,593.12
			0.00 check

MARCH PAYMENTS

*Spending Power
via General Power of Competence*

Payments made by Direct Debit/Standing Order

Fuel Genie	74.10	Monthly	DD	Fuel
Dean Truck Repairs (Lease RJ57 RFX)	180.00	Monthly	STO	Lease of van
Tate Computer Technology	62.40	Monthly	STO	IT services
	Sub Total			
	316.50			

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2013/03/11 – 147

Interim Payments made in advance of the meeting:

			<u>Chq. No.</u>	
Lydney Recreation Trust	698.60	Ad hoc	6948	Chq rec'd payable to LTC in err
<i>Tesco: Chq Cancelled on return</i>	<i>0.00</i>	Ad hoc	<i>6949</i>	<i>Deposit for hire (re Civic Servic</i>
Corporate Expenditure	298.00	Ad hoc	6950	Training: Chelsea Flower Show
Lydney Town Hall Trust	5,000.00	Annual	6951	Grant: final instalment
Petty Cash	89.60	Monthly	6952	Petty Cash
Ennis Prismo	1,404.00	Ad hoc	6953	Grit Bins
Alan Griffiths Transport Ltd	168.00	Ad hoc	6954	Sub base
Interim Payments in advance of meeting: Sub total	7,658.20			

Payments for approval at the meeting held on:

11th March 2013

Chq. No.

Corporate Expenditure	10,700.97	Monthly	6955-58/ 60-65	re March
HMRC	3,153.29	Monthly	6966	re March
County Air Ambulance Trust	250.00	Ad hoc	6967	Grant
FoD Children's Opportunity Centre	350.00	Ad hoc	6968	Grant
A4 Office Products Ltd	23.99	Monthly	6969	Stationery
BEC (Office 8 Addn sockets)	384.00	Ad hoc	6970	Office Electrical
Mr Cackett	170.50	Annual	6971	Floral Displays
Columbaria Company	84.00	Ad hoc	6972	Cemetery
Forest Equipment Services Ltd	413.80	Monthly	6973	Litter picking
Gloucestershire Rural Community Council	25.00	Annual	6974	Annual Subscription
Light Fantastic DIY Ltd	77.58	Monthly	6975	Cemetery
Lydney Settled Estate	39.48	Ad hoc	6976	Cemetery
NFU	34.91	Annual	6977	Insurance: Addition re new va
Office Star	85.22	Monthly	6978	Stationery
PB Safety	264.96	Annual	6979	PPE
Sage	243.00	Ad hoc	6980	Training: Real Time
SITA UK Ltd	84.86	Monthly	6981	Cemetery Skip hire
Smiths of FoD	83.52	Ad hoc	6982	Grit Bins
Travis Perkins	136.56	Monthly	6983	Cemetery
University of Gloucestershire	1,800.00	Bi-annual	6984	Training (Inst 2 of 12/13)
Forest of Dean District Council	104.00	Annual	6985	Garden Waste Licences 2013/:
Glos LGPS	2,900.67	Monthly	6986	re March
R Berryman	120.00	Ad hoc	6987	Civic Service
The Distribution Business	115.46	Quarterly	6988	Newsletter
Leander Architectural	4,950.20	Ad hoc	6989	Gateway Signs
Monmouthshire CC	630.72	Ad hoc	6990	Training: Highways Safety
Rigby Taylor Ltd	632.74	Ad hoc	6991	Ce4metyery
GAPTC	1,849.13	Annual	6992	13/14 Annual Subscription
Petty Cash	25.40	Monthly	6993	Petty Cash
Postage	400.00	Monthly	6994	Postage
Payments for approval at meeting: Sub total	30,133.96			

TOTAL PAYMENTS

MARCH

38,108.66

A list of unrepresented Cheques (For Information only)

Corporate Expenditure	1,038.22	6926
Forest Equipment Services Ltd	517.25	6934
Total	1,555.47	



LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2013/03/11 – 148

Members were advised that it was anticipated that the Council would complete the financial year within budget.

Attention was then drawn to the fact that the Members would be asked to consider the expenditure required in order to carry out the Cemetery improvements later in the meeting. It was noted that the aforementioned committed expenditure had been included in the Daily Book, and whilst this showed currently as a deficit against the Cemetery budgetary heading, members resolved to use 'earmarked' Cemetery reserves to cover said expenditure.

It was noted that budget residue funds would remain initially in the Town Council's Current Account in order that it could then cover its April/May's expenditure whilst awaiting receipt of the Precept from FODDC. **Proposed by Cllr Preest, seconded by Cllr Pearman.**

Approval of the accounts/payments outlined above was **proposed by Cllr Thomas, seconded by Cllr Pearman.** Unanimous.

Approval was sought for a number of budget virements . **Proposed by Cllr Harris, seconded by Cllr Pearman.**

It was **proposed by Cllr W Osborne, seconded by Cllr Preest,** that delegated powers would be awarded to the CEO and two Councillors in order that any outstanding cheques/orders in respect to End of Year may be correctly actioned.

Cllr Berryman expressed his appreciation to all Councillors for their attendance at the recent Town Celebration Service and Mayor's Reception.

9. **STANDING ORDERS – (Amendment proposed by Cllr W Osborne)**

It was **proposed by Cllr W Osborne, seconded by Cllr Pearman,** that Standing Orders Pg 12 item F (Rules of Debate) to would be amended to "***no Councillor may speak more than once, and for no more than 3 minutes, on any one subject unless agreed by the majority***". Unanimous.

It was noted that the automatic appointment of Trust Chairman to the Council's Finance and Scrutiny Committee would be an agenda item for the Annual Council Meeting.

10. **LYDNEY CEMETERY**

Members were advised that the Amenities Committee had already resolved to improve the Cemetery standard part of which involved the creation a Garden of Reflection; to encompass the planting plan which had been produced by the Head Groundsman. The CEO informed Members that orders had already been placed for a number of items (*laurel hedging, plants, stone for path, etc*), however, approval was now sought for £7,000.00 plus VAT to re-fence one boundary of the Cemetery (closest to the Bypass), as the existing fencing was non existent in some sections. Furthermore, Members had been provided with three quotations to turf the newly created Garden of Reflection, for which approval was also now sought. It was also noted that the purchase of a sculpture for the Garden of Reflection may need to be funded from the 2013-2014 budget (dependent upon timeframe/budget commitment).

During discussion Cllr Harris expressed her appreciation of the work undertaken by Ground Staff on the new garden. Cllr Berryman advised that the project had been enthusiastically embraced by the Head Groundsman and that members of the public had contacted him to

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2013/03/11 – 149

express their appreciation of the work which was being undertaken. Accordingly, **Cllr Berryman proposed** that the Council accept the quotation to re-fence one boundary and address the turfing. Whilst Cllr Bonser did not doubt that the statements made by Cllrs Harris and Berryman to be correct, she expressed concern over the Council spending a large amount of money on the Cemetery in the current financial climate, as she felt that such funding could be used to provide other facilities in the town. The proposal was then put to a vote, which was carried.

Resolved: Approval granted to re-fence one boundary of the Cemetery and to turf the new Garden of Remembrance.

It was **proposed by Cllr Pearman, seconded by Cllr Harris**, that the Council would vire £7,000 plus VAT from its Cemetery earmarked reserves to cover the cost of the fencing. The motion was put to vote which was carried.

Cllr W Osborne requested an item for the next Amenities Committee meeting in order to consider the possible re-use of burial space.

Action by – the CEO

11. **PUBLIC CONVENIENCES – Bream Road Car Park**

Cllr Preest expressed his dissatisfaction with the response received from the Forest of Dean District Council (FODDC) and District Cllrs Bevan and W Osborne advised that they had not been consulted on the decision not to offer public toilets in this location. Councillors also expressed concern over the FODDC Officer's comments that members of the public may use the facilities at a nearby supermarket.

In view of the above Cllr Preest requested that a request be submitted to FODDC to involve a Lydney Councillor in such discussions. Cllr Bonser voiced her agreement and called for the Council to inform FODDC in strong terms regarding the need to provide toilet facilities at Bream Road car park.

Action by – the CEO

12. **RENEWABLE ENERGY POLICY**

Cllr Pearman advised that the suggestions to the Policy which had been made by FODDC would shortly be considered by the NDP Steering Committee and that a report would then be made to Full Council.

Responding to a question which had been raised by District Cllr Bevan, Cllr Pearman advised that Lydney Recreation Trust had not moved forward with the possible creation of a solar orchard on its land. Furthermore, Lydney Area in Partnership had not moved forward with its plan for a water turbine.

13. **REMEMBRANCE PARADE**

Prior to the meeting Councillors had been provided with a copy of an unofficial letter which had been received from the Royal British Legion Lydney Branch. However, it was noted that an official response had yet to be received, regarding the Council's invitation to hold a meeting to discuss the arrangements for the Remembrance Service/the Council's ongoing level of commitment. The CEO was asked to continue to try and facilitate such a meeting

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2013/03/11 – 150

14. CUSTODIAL RESPONSIBILITIES

Bathurst Park and Recreation Trust

Commemorative Gates

Members noted that at the next meeting of the Bathurst Park and Recreation Trust, Trustees would be asked to consider as to how they wished to commemorate the diamond anniversary of the donation of the gates, and if they wished to consider holding a joint event to mark the refurbishment/opening of the Pavilion Café on 8-9 June 2013.

Park Gate Keeper

Members were informed that the member of staff who currently secured the gate would be employed by LTC on a full time basis from 1 April 2013 and had advised that he no longer wished to secure BHP gates during the evenings. Councillors were provided with details of how much it would cost to recruit a member of staff to secure the gates for six hours per week.

During discussion Councillors were requested to consider if the employee would be engaged by the Council (as a further contribution to support BHPT), or by the Trust (for which financial provision and payroll services would need to be made). Responding to a question which had been raised by Cllr W Osborne, it was noted that the Council would not face pension liability for the member of staff, as they would not work sufficient hours. Cllr Harris felt that the member of staff may also be called to undertake a supporting role to existing Ground staff. It was **proposed by Cllr Bonser**, that the Council would engage a member of staff, initially on a casual basis. Whilst Cllr W Osborne agreed to second the motion, he proposed an amendment; that the Town Council would seek confirmation that the Trust was agreeable to the arrangement. However, Cllr Bonser did not accept the amendment to her motion. **Cllr W Osborne then agreed to second** the original motion.

Resolved: That the Council would engage a member of staff (initially on a casual basis) to secure the gates to Bathurst Park during the evenings/provide cover as necessary.

Action by – the CEO

Lydney Recreation Trust

Tree in the River Lyd

Members were advised that a successful meeting had taken place with Mr Adams, during which he had expressed his frustration that a number of Councillors had known that the land concerned was owned by Dean Forest Railway. However, Mr Adams had offered to provide the Trust with a donation equating to half of the amount which had originally been sought. Thanks were expressed to the CEO and Cllr Pearman for their careful handling of the situation and it was noted that Mr Adams had also agreed to provide a report for the Annual Town Meeting.

15. FORMAL CORRESPONDENCE RECEIVED

- **Gloucestershire Rural Community Council** – E-mail from Elin Tattersall, Assistant Chief Executive, providing notes of the meeting with the Police and Crime Commissioner in relation to road safety and traffic speed.
- **Two Rivers Housing** – E-mail from Barry Thompson highlighting the number of shared ownership properties available in the Forest of Dean and surrounding area. **Cllr W Osborne expressed concern over a property in Orchard Road which had been vacant for a number of months. District Cllr Martin requested that**



LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2013/03/11 – 151

she be provided with full details in order that she made raise the issue at the next Board meeting.

Action Cllr W Osborne

- **Forest of Dean Railway Limited** – E-mail from Peter Adams in respect of a contribution of £338.50 towards the cost of felling a tree on land adjacent to Lydney Recreation Trust.

16. COMMITTEE & OTHER REPORTS

Planning and Highway Committee

Cllr W Osborne advised that the Committee had welcomed the decision by The Planning Inspectorate to refuse the appeal relating to the creation of an entrance in Windsor Drive adding that the CEO had been requested to now seek the reinstatement of hedging/contour of land etc.

Cllr Cooksley reported on the efforts which had been made to resolve the issues with inconsiderate parking around Lydney C of E School. Members were informed of a proposal to introduce double yellow lines from the Bream Road junction to a point past the School and to also extend the safe area outside school. Renewed efforts would be made to encourage parents to park in Bream Road Car park whilst taking/collecting their children from school. Extensive discussion took place on the problems which were being experienced by children attempting to journey to school/other road users and it was **proposed by Cllr Bonser, seconded by Cllr Pearman**, that the Council would write to FODDC to formally request that they provide parents of children who attend Lydney C of E School with “timed” stickers in order that they may park free of charge in Bream Road Car Park whilst taking/collecting their child to/from school. The motion was put to a vote which was carried.

Action by – the CEO

Attention was then drawn to the provision of a vehicle activated sign (VAS) just above the School. Members were advised that County Cllr Cooksley had stated that a second tranche of funding would be allocated to each County Cllr in the new financial year and County Cllr Cooksley was asked to ascertain if this funding could be used towards the cost of providing at least 50% of the VAS's for the Town.

Action by – County Cllr Cooksley

Amenities Committee

Cllr Thomas reported that Cllr Bonser had been appointed to the Committee, and that a number of items of business had to be deferred to the next meeting, due to lack of time.

Finance and Scrutiny Committee

Members were reminded of the impending Year End, the impact that this would have on the office and as such were requested that contact with the office be avoid during this busy period unless urgent. Cllr Pearman also expressed his appreciation to the staff reiterating that the Council would finish the year within its allocated budget and as such that it was now in a stronger financial position than in previous years.

Christmas 2013

Cllr W Osborne reported that the Sub-committee had finalised the required Christmas lights and the details would now be submitted to the CEO to allow the items to be ordered in the new financial year. Cllr W Osborne requested that he be provided with contact

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2013/03/11 – 152

details for Mrs L Callow in order that discussion could commence on this year's Switch On event. The CEO reminded Cllr W Osborne that Lyn Callow also sat on the LTHTMC with Cllr Harris and suggested contact be made via this avenue.

Youth Council

Members were asked to consider purchasing 15 polo shirts for members of the Youth Council, which would be printed with the Youth Council logo. It was noted that the purchase would amount to £153.00 plus VAT and it was **proposed by Cllr Bonser, seconded by Cllr Pearman**, that the funding would be taken from the remaining Mayor's Civic Allowance budget. The motion was put to a vote which was carried.

Action by – the CEO

NDP Steering Group

Cllr Pearman advised that the minutes of the last meeting would be signed off on 13 March 2013. A brief overview was then given of the last meeting, during which the possible redevelopment of the Town Centre had been discussed. Cllr Pearman advised that a meeting would shortly take place with Lychfield Morris in order to explore the services they could offer. It was noted that the Forest of Dean District Council had undertaken a lot of work on the Lydney Area Action Plan and it was hoped that a proportion of this work be used as a foundation for the NDP. Cllr Pearman felt that the Steering Group were on track and expressed a desire for the DRAFT NDP to be written and possibly submitted by the end December/January 2014. Furthermore, Councillors were informed that the Steering Group had broken the responsibilities for the production of certain elements of the NDP into specialist groups Cllr Pearman advised that all work undertaken by each group would be fed back to the Steering Committee for inclusion as deemed appropriate.

Members noted that Ms A Crawshaw had been appointed on a part time basis to provide administrative support to the NDP/Investment Forum Group.

Lydney Town Hall Trust Management Committee (LTHTMC)

Cllr Harris reported that LTHTMC had organised a number of events which unfortunately had not proved to be a successful as they had originally hoped. However LTHTMC hoped that a forthcoming concert by the Grenadier Guards would prove to be a success.

Cllr Cooksley advised that LTHTMC had now adopted a policy of scrutinising the costs of all events, the details of which would then be submitted to their Finance Committee. A new Designated Premises Supervisor would be appointed from 1 May 2013 and Cllr Cooksley advised that LTHTMC were seeking to enhance the catering and bar facilities at the Hall. Furthermore, that a "Friends of Lydney Town Hall" was being developed and Cllr Cooksley briefly mentioned the desire to organise a parade through the Town.

The CEO highlighted that when Dial-a-Ride were required to move their vehicles from the Town Hall car park for an event, it was customary for them to park their vehicles in the Council's car park. LTHTMC were reminded that the Council would be entitled to charge for such a facility, however, at present this was provided as a service to the Trust.

Cllr Cooksley was requested to ensure that contact numbers for LTHTMC were displayed in the foyer of the Town Hall, in order that they could be contacted by members of the public seeking information on events/hiring the hall, as such a lack of information caused problems.

LYDNEY TOWN COUNCIL
FULL COUNCIL MEETING – 2013/03/11 – 153

17. **COUNTY COUNCILLOR'S REPORT**

Prior to the meeting Councillors were provided with a copy of County Cllr Cooksley's report.

Cllrs Preest and Bonser voiced questions regarding the availability of primary school places, information on any "waiting lists" and also the availability of "first choice" primary school places. Both Councillors were requested to e-mail County Cllr Cooksley with their specific queries.

Action by – Cllrs Preest and Bonser

Responding to a question which had been received from Cllr Matthews, County Cllr Cooksley stated that Sodexo was still a supplier to Gloucestershire County Council and that no evidence existed which showed that Sodexo had supplied horsemeat. County Cllr Cooksley stated that all schools were allowed to choose their food supplier and that only three beef meals were on the County Council school menu.

18. **DISTRICT COUNCILLOR REPORT**

No report was provided prior to the meeting.

Cllr Bonser expressed concern over the lack of reports which were provided by District Councillors, despite the number of meetings which they attended. It was noted that a monthly e-mail was sent to **all** District Councillors requesting that they submit their reported to District Cllr Hobman for collation. Speaking in his capacity of District Councillor, Cllr W Osborne then gave a brief report on the questions which had been raised at the last District Council meeting regarding its claim of a nil increase in the Precept. Cllr W Osborne also accepted that a report should be provided by District Councillors and he stated that he would endeavour to provide a written report for all future meetings.

District Cllr Martin then informed Councillors on a number of groups which were in operation at the District Council (e.g. Housing Strategy, Economy, etc) and she stressed that information on the work undertaken at District could be obtained irrespective of a Member's political alliance.

19. **COUNCILLORS REPORTS**

Cllr Thomas gave a report on the Forest Forum meeting which he had attended and voiced concern over the increasing disease of oak and ash trees. Cllr Thomas also reported on the Health Forum meeting which he had attended and highlighted the need to recruit additional Registrars. Finally, Cllr Thomas hoped that a meeting would take place with the Environment Agency by the end of the month in order to discuss tidal ranges.

Cllr Preest expressed concern over an increase in dog fouling and requested that the matter be an agenda time for the next meeting in order that consideration could be given towards encouraging action to be taken by the Local Authority.

Action by – Amenities Committee



LYDNEY TOWN COUNCIL
FULL COUNCIL MEETING – 2013/03/11 – 154

Cllr Bonser expressed concern over the impact that the change in housing benefit would have on local residents.

Cllr Cooksley advised that residents had until 31 March 2013 to renew their bus passes.

Cllr Cooksley advised Mr David Graham would be the Officer who would attend the multi agency meeting which was being organised; that the Environment Agency was still undertaking their flood mapping exercise and it was hoped that this would be completed by the end of the year.

20. **MEETING DATES**

Members noted that the following meetings would take place at the Council's offices at 7.00 pm (unless stated):-

- 25 March 2013 – Trust meetings (BHPRT & LRT)
 - 8 April 2013 – Full Council
 - 15 April 2013 – Annual Town Meeting (NB All Councillors expected to attend)
 - 22 April 2013 – Amenities/Finance Committee meetings
- Plus Various associated meetings; NDP and Multi Agency Meeting

Meeting closed at 8.53 pm

Chairman 

Date 9/4/2013

Actions from Full Council meeting on 11 February 2013

Agenda Item	Action
4.	<ul style="list-style-type: none"> Police to be requested to provide information for Lydney East relating to report produced for January meeting. Requested
7.	<ul style="list-style-type: none"> County Cllr Cooksley stated that he would provide Council with information on the flood risk once the Environment Agency had completed its re-mapping exercise. Pending - Awaiting info from CCllr Cooksley County Cllr Cooksley to provide the CEO with the name of an Officer from Gloucestershire County Council to attend the multi-agency meeting regarding flooding. Pending - Awaiting info from CCllr Cooksley County Cllr Cooksley to confirm details of the funding Gloucestershire County Council disseminated to Forest of Dean District Council for flooding. Pending - Awaiting info from CCllr Cooksley All Councillors requested to add Briefing Note LAIS 1348 (Planning Applications) from Gloucestershire Association of Parish and Town Councils to their individual Policy Folders. All Councillors requested to comment on an individual basis regarding the consultation on the Planning Process. Noted Cllr Hobman to progress reply from Mr C Johns, Forest of Dean District Council regarding the cost of refurbishing public toilet facility in Newerne Street Car Park.
11.	<ul style="list-style-type: none"> NDP Steering Group to amend Renewable Energy Policy, based on amendments suggested by Mr P Williams, Forest of Dean District Council, and resubmit to Council. Pending; Document to be amended and submitted to CEO - Cllr Pearman
13.	<ul style="list-style-type: none"> Bathurst Park Recreation Trust/Lydney Town Council to organise an event to mark the re-opening of the Pavilion Café. Pending; Agenda item for March F/C Meeting & BHP Trust Meeting
14..	<ul style="list-style-type: none"> All Councillors asked to comment on an individual basis in respect of the Environment Agency consultation on "Options to manage salmon catch in the lave and draft net fisheries on the Severn Estuary". Noted County Cllr Cooksley advised that he would provide the Council with a breakdown of the expenditure on highway improvements from an allocated £10k. Pending info from CCllr Cooksley/Freedom of Inf. Request lodged with GCC/Highways (Agenda item) Town Council staff to examine Minutes to determine whether Town Councillors were made aware by County Cllr Cooksley of £10k funding for highway improvements. No actual mention in Minutes County Cllr Cooksley encouraged all Councillors to submit details of required highway improvements to him as he believed that a small amount of funding still existed. E-mails forwarded by Dave Street and Councillors requesting certain areas be addressed as a priority i.e. O/S Annex, Oakdale etc CEO to submit a Freedom of Information Request to Gloucestershire County Council to establish exactly where funding for highway improvements from the Tesco S106 agreement had been spent. CEO to investigate if said funding had been specifically secured to improve Bream Road junction and if this was correct, how said funding could be used to cover work in another location. FOI lodged with Glos County Council/E-mails requesting same info also sent to CCllr Cooksley/Glastonbury
18.	<ul style="list-style-type: none"> Letter of complaint to be sent to Royal Mail regarding their failure to deliver Council post to two Members. Letter to also request refund of postage. Done The Dean Academy to be contacted concerning reports that schoolchildren are to cross operational Dean Forest Railway tracks. Done Inquiries to be made of Dean Forest Railway as to the progress made with obtaining funding to re-instate the bridge at St Mary's Halt. Following a meeting with Mr

MS

Adams he advises funding appeal needs to gain in excess of £50k

- Youth Council requested to obtain quotation for sweatshirts and forward to Council for consideration. Agenda item; info attached
- Amenities Committee to also consider request for grit bins in Sabrina Way and Bracken Close Grit Bins ordered via Amenities Committee

AS