

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2014/02/10 – 116

MINUTES OF THE TOWN COUNCIL MEETING held in the Council Chamber, Claremont House, Lydney on Monday 10 February 2014 at 7.02 pm.

PRESENT: Cllrs B Berryman (Chairman), J Bevan, D Biddle, R Bonser, C Harris, V Hobman, C Matthews, B Pearman, A Preest, S Rudge, B Thomas and C Vaughan

Seven members of the public

District Cllr M Winship

District Cllr T Glastonbury

Inspector Rachel Lynch-Warden – Gloucestershire Police (agenda item 4 only)

PCSO Dan Wilce – Gloucestershire Police (agenda item 4 only)

PCSO Tom Oliver

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.

The report from Gloucestershire Constabulary was received prior to the report from AEE Renewables, however, the minutes reflect the order as shown on the agenda. Furthermore, the report by the Planning and Highway Committee was received directly after the Open Forum, however, the minutes reflect the order as shown on the agenda.

Cllr Berryman welcomed Mr Withers and Mr Billington from AEE Renewables and Messer's Johnson (the landowners) to the meeting in order that Councillors may receive a presentation on the proposed solar farm at Nibley Farm. During the presentation Mr Billington anticipated that a formal planning application for the development would be submitted in the next 4-6 weeks; advised that construction time would amount to 16 weeks from when the build commenced; that a public consultation exercise had already been undertaken during the summer of 2013 which had resulted in changes to the proposal and the provision of photo montages; that the land will continue to be used for sheep grazing after the construction; that a number of substations would be sited on the land which would enable the scheme to be linked into the national grid.

Responding to a number of questions which had been raised by Cllr Preest, Mr Withers and Mr Billington advised that 300 leaflets had been delivered to houses which the developer felt would be most affected by the proposals; that the public consultation event had taken place in August 2013; that a blog had been instigated on the proposals which to date had not received any comments; that whilst consideration had been given towards utilising brownfield land, such sites had mainly been allocated for housing or commercial development; that the developer would be required to produce flood risk assessments concerning the proposals which would be assessed by the Environment Agency; that solar farms increased water run off by 10% and that systems would be utilised on site to mitigate any such instances; that existing footpaths on the site would be maintained and would not be built across. It was also noted that Gloucestershire County Council were assessing the access suitability for the site and Mr Billington advised that should the development be granted consent, a financial package based on the generated output (thought to be £13-15,000) would be provided to the Town Council over the course of the year which the Town Council would be able to expend as it wished.

Mr Billington confirmed that AEE Renewables were the same organisation which had sought to develop a site in the Mendips, on which their Planning Appeal had been dismissed. Responding to a question which had been raised regarding the possibility of the developer funding a referendum on the scheme, Mr Billington felt that members of the public would be afforded an opportunity to comment on

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the application as part of the planning process. It was noted that the proposed scheme would generate 18 megawatts of electricity, however, Mr Billington stated that the size of the scheme would be determined by the Planning Officer and that a noise survey would be conducted based on the existing site and a solar farm.

The visible impact of the development on the landscape was raised; whilst it was accepted that parts of the site would be visible, Mr Withers advised that planting would be conducted on site to mitigate the affect and it was noted that it would be the duty of the Planning Officer to assess the impact on surrounding residential properties.

The Messrs Withers, Billington and Johnson then excused themselves from the meeting.

1. APOLOGIES

Cllr Berryman extended a warm welcome to Cllr Claire Vaughan who had recently been elected to represent Lydney East Ward.

No apologies for absence were received.

Cllr Berryman advised that since the last meeting Cllr David Edwards (Lydney East Ward) had resigned from the Council.

2. DECLARATIONS OF INTEREST

Cllr V Hobman – Agenda Item 7 – Forest Voluntary Action Forum

3. MINUTES OF PREVIOUS MEETING

Approval of the minutes of the Town Council meeting held on 13 January 2014 was **proposed by Cllr Matthews, seconded by Cllr Hobman.** Vote carried.

4. POLICE MATTERS

Cllr Berryman welcomed Inspector Rachel Lynch-Warden, PCSO Dan Wilce and PCSO Tom Oliver to the meeting.

It was noted that the Police had provided members with an incorrect Crime report; a corrected report would be provided by Inspector Lynch-Warden and then distributed to Members after the meeting. Inspector Lynch-Warden then proceeded to provide an overview of the crime statistics which displayed a consistent reduction in crime throughout the Parish.

Regarding the comments made by Councillors at the last meeting, Inspector Lynch-Warden drew Members' attention to the press release which had been issued by the Police and Crime Commissioner for Gloucestershire, Mr Martin Surl, which refuted the allegation that he had gone back on his promise. It was noted that Mr Surl had re-iterated his promise to retain the Police Station in Coleford and Inspector Lynch-Warden reminded Members that the commitment to sell the Lydney Station had been agreed prior to Mr Surl's appointment and that a Police "point" would be operated in the town. Responding to a question which had been raised by Cllr Matthews, Inspector Lynch-Warden advised that there were no plans to sell the Coleford Station; she was not aware of any plans to reduce Officers and that the Police Force was currently engaged in a restructuring exercise concerning the management of the Force. Cllr Bonser sought an assurance that there were no plans for Officers to work out of Eastgate Street; Inspector Lynch-Warden confirmed that she was not aware of any plans at present.



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Responding to a further question raised by Cllr Bonser, Inspector Lynch-Warden felt that the relocation of the servers from the Lydney Station was the responsibility of the Police's Technical department; PCSO Wilce reminded all present that a help point was still operational at Lydney and that if Officers were available at the station they would assist members of the public.

Inspector Lynch-Warden, PCSOs Wilce and Oliver then excused themselves from the meeting.

5. OPEN FORUM

Mr Owen, 3 Augustus Way, Lydney – enquired if the Council were prepared to thank residents of Lakeside for their activity during the recent floods. Whilst Cllr Berryman had intended to offer such thanks during his Mayor's Report, he then proceeded to thank residents, Councillors and Town Council staff for their efforts.

Mrs Parry – questioned when the referendum for the Neighbourhood Development Plan (NDP) would take place. Cllr Pearman advised of the need to observe due process for the NDP; that policies were currently being refined to ensure ease of comprehension; that the revised NDP would be submitted to Forest of Dean District Council in the forthcoming weeks who would then appoint an independent Inspector; that a referendum would take place only once the NDP had passed the Inspector stage. Cllr Pearman advised that further mail drops would be undertaken in the future to encourage members of the public to vote in the referendum and he voiced his intention to provide a report on the NDP at the Annual Town Meeting on 7 April 2014. Cllr Preest outlined the recommendation which would be made as part of the Planning and Highway Committee report later in the meeting.

6. COMMUNICATIONS BY THE MAYOR

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

- Poppy Concert at Lydney Town Hall

Once again, Cllr Berryman extended thanks to the residents of Lakeside Avenue, Councillors and Town Council staff for their efforts during the recent flooding incidents. Cllr Berryman was pleased to report that all parties were working with Forest of Dean District Council to attain a solution to the problem.

All Councillors were reminded of the Town Celebration and Mayor's Civic Service which would take place at St Mary's Church on Sunday 23 February 2014 at 10.00 am. Councillors were requested to inform the Executive Officer as to whether they would be available to attend the event.

7. CEOs 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:-

Forest of Dean District Council

Members noted the response which had been provided by the District Council regarding the role of the Emergency Co-ordinator. Members expressed their dissatisfaction with the response and were reminded that they had been provided with details of the emergency telephone number for Forest of Dean District Council and Cllr Pearman advised that the system had operated well during the most recent flooding incident. It was noted that the Council had been advised that the "blue lights" were responsible for instigating the County's/District's emergency procedures and that such activations were reported to Gloucestershire County Council. Members then indicated

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their acceptance of the District Council’s response.

Defib Installation for Town

Prior to the meeting Members were provided with a copy of an e-mail which had been received from Mr T Fretter, Manager, Forest Voluntary Action Forum, advising that the Co-operative Society had agreed to “host” defibs in cabinets on their stores located in each of the Towns. It was noted that the Co-operative Stores had agreed to cover the running costs for the cabinet, but not the installation costs. Accordingly, Mr Fretter questioned if each of the Town Councils would be willing to cover the installation costs for their area. Responding to a question which had been raised by Cllr Rudge, the CEO advised that Forest Voluntary Action Forum would fund and organise training, however, use of the Council Chamber had been offered as a possible training venue.

It was **proposed by Cllr Harris, seconded by Cllr Hobman**, that the Council would cover the installation costs, with Delegated Power bestowed on the CEO to progress the matter and that use of the Council Chamber, if utilised, would be free of charge. Vote carried.

Action by – the CEO

Committee Membership

Members noted that Cllrs Rudge and Vaughan had requested co-option onto the Amenities Committee; such requests being an agenda item for the next Committee meeting on 24 February 2014. Members were advised that two vacancies currently existed on the Planning and Highway Committee and were informed of the difficulties which were experienced when attempting to gain a quorum. No Councillors expressed any interest in joining the Committee.

Members were also informed that Cllr Rudge had requested co-option onto the Burial Committee (which would be an agenda item for the next Committee meeting on 24 March 2014) and also the War Memorial Trust (which would be an agenda item for the Annual Council meeting).

Questionnaire

Members were advised that the Council had received a questionnaire in connection with a student’s dissertation which raised the question as to whether Councillors should be trained. Members noted that the questionnaire would be disseminated in order that they may respond on an individual basis, should they so desire.

8. FINANCIAL MATTERS

FINANCIAL STATEMENT

FEBRUARY 2014

Bank Balance as 1st April 2013

LLOYDS BANK - Current account		51,153.97	
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	16,529.14		
Neighbourhood Development Plan	5,127.85	60,166.49	
LLOYDS BANK - General Reserve		104,183.89	164,350.38
		<u>215,954.35</u>	

2012/13 Commitments Brought Forward

£15,850.37



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TRANSACTIONS

RECEIPTS

Receipts APRIL	226,497.94	<i>Incl Precept inst 1 of 2</i>
Receipts MAY	3,841.33	
Receipts JUNE	11,573.69	
Receipts JULY	9,189.85	
Receipts AUGUST	11,285.83	
Receipts SEPTEMBER	224,200.18	<i>Incl Precept inst 2 of 2</i>
Receipts OCTOBER	2,838.25	
Receipts NOVEMBER	10,567.34	
Receipts DECEMBER	1,601.56	
Receipts JANUARY	2,899.95	Receipts Summary attached
Receipts FEBRUARY	-	
Receipts MARCH	-	
NDP: Income to NDP current a/c	3,882.55	
Youth Council: Income to YC current a/c	0.00	
Total Receipts YTD	508,378.47	

PAYMENTS

Payments APRIL	24,604.10	
Payments MAY	44,666.17	
Payments JUNE	34,364.09	
Payments JULY	44,353.95	
Payments AUGUST	38,007.37	
Payments SEPTEMBER	27,191.97	
Payments OCTOBER	60,996.18	
Payments NOVEMBER	38,477.38	
Payments DECEMBER	42,773.20	
Payments JANUARY	28,691.35	
Payments FEBRUARY	36,922.31	Detailed below
Payments MARCH	-	
Payments PRIOR TO YEAR END	-	
NDP: Cheque Payments to date from NDP a/c	12,476.01	<i>£155.84 Chqs/tfrs via LTC Apr & Jul (prior to NDP a/c being opened)</i>
Cheque Payments to date from Youth Council a/c	114.04	<i>£450 included in LTC Jun (prior to separate Financial Statement)</i>
Total Payments YTD	433,638.12	
Total	290,694.70	

Reconciled Bank Statements as at end	JANUARY	Bank Statement copies attached
LLOYDS BANK - Current account	74,238.84	
LLOYDS BANK - Youth Council - current	885.96	no recent transactions
LLOYDS BANK - NDP - current	10,037.55	
LLOYDS BANK - Earmarked Reserves:		
S106	29,191.50	
Lydney War Memorial	1,197.00	
Primrose Hill Play Area	8,000.00	
Cemetery	16,529.14	
Neighbourhood Development Plan	0.00	
	54,917.64	<i>£5,127.85 Reserve transferred to NDP a/c</i>
LLOYDS BANK - General Reserve	150,614.71	205,532.35
Bank Balances as at: 31-Jan-14		290,694.70 0.00 check

FEBRUARY PAYMENTS

Payments made by Direct Debit/Standing Order

ATOS Fuel Genie	14.1.14	178.00	Monthly	DD	Fuel for van/mowers
Cablestream Ltd	17.1.14	123.34	Monthly	DD	Telephone
Tate Computer Technology	20.1.14	79.20	Monthly	STO	IT services
Dean Truck Repairs	28.1.14	234.00	Monthly	STO	Van Hire
Sub total		614.54			

Details/Spending Power:

via General Power of Competence



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Interim Payments made in advance of meeting:

Chg. No.

none

Interim Payments:	Sub total	0.00
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Payments for approval at meeting held on:

10th February 2014

Chg. No.

<i>Corporate Expenditure</i>	10,910.70	<i>Monthly</i>	7456-7465	<i>re February</i>
<i>HMRC</i>	3,061.99	<i>Monthly</i>	7466	<i>re February</i>
<i>Glos LGPS</i>	3,580.28	<i>Monthly</i>	7467	<i>re February</i>
Expenses	41.07	<i>Ad hoc</i>	7468	<i>Establishment Charges</i>
Expenses	28.35	<i>Biennial</i>	7469	<i>Training</i>
Petty Cash claim		<i>Monthly</i>	7470	<i>Estab Chgs, Meeting Costs, Telephone</i>
	221.13			
BNP Paribas	78.00	<i>Biennial</i>	7471	<i>Establishment Charges</i>
Columbaria	84.00	<i>Ad hoc</i>	7472	<i>Cemetery</i>
DBC Solutions Ltd	350.00	<i>Annual</i>	7473	<i>Training</i>
Dean Mowers Ltd	36.80	<i>Ad hoc</i>	7474	<i>Machine Maintenance</i>
Eurostat Office Solutions	161.11	<i>Monthly</i>	7475	<i>Stationery</i>
FoDDC	10,051.58	<i>Ad hoc</i>	7476	<i>Election Costs</i>
Hedleys Solicitors	900.00	<i>Ad hoc</i>	7477	<i>Legal Fees</i>
Little Allaston Farm	72.00	<i>Ad hoc</i>	7478	<i>Health & Safety</i>
Martin Lanfear	5,525.00	<i>Ad hoc</i>	7479	<i>Churchyard Wall from Cemetery Reserve</i>
Office Star	58.24	<i>Monthly</i>	7480	<i>Stationery</i>
PB Safety Supplies	33.48	<i>Ad hoc</i>	7481	<i>Establishment Charges</i>
SITA UK Ltd	93.64	<i>Monthly</i>	7482	<i>Cemetery</i>
Tesco (Deposit for glasses)	165.00	<i>Annual</i>	7483	<i>Civic Expenses</i>
Civic Service Refreshments	200.00	<i>Annual</i>	7484	<i>Civic Expenses</i>
Travis Perkins	246.72	<i>Monthly</i>	7485	<i>Sandbags</i>
Coleford Town Council	56.00	<i>Annual</i>	7486	<i>Civic Expenses</i>
Lydney Engineering Ltd	229.04	<i>Quarterly</i>	7487	<i>Establishment Charges</i>
WPS Insurance Brokers	123.64	<i>Annual</i>	7488	<i>Insurance</i>

Payments for approval:	Sub total	36,307.77
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TOTAL PAYMENTS	FEBRUARY	36,922.31
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NEIGHBOURHOOD DEVELOPMENT PLAN:

See Separate Financial Statement

YOUTH COUNCIL:

See Separate Financial Statement

NB: No transactions since previous statement

A list of unpresented Cheques (For Information only)

Image Signs	360.00	7126
Cackett	258.50	7382
LTHT	1,500.00	7394
Corporate Expenditure	397.85	7430
Lydney War Memorial Trust	458.40	7451
Total	2,974.75	

Monthly Financial Statement

The CEO expressed concern that as a result of Councillor By-Elections during the last 10 month period (Council having received the resignations of Cllrs Thompson, James, S Osborne, Cooksley and Edwards, together with one member of the public deciding to stand for, and duly elected to, the position of Councillor who then decided not to take their seat), that based on committed and known expenditure the Council had incurred £18,500 in election costs payable to Forest of Dean District Council.

Cllr Matthews felt that questions should be asked of the Councillors who had resigned, in order to establish if a common denominator could be identified, however, Members were reminded by Cllr Berryman that they were already aware of the reasons behind the resignations (e.g. ill health, lack of attendance, etc).



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Cllr Harris expressed a belief that some members of the public did not appreciate the work required to act as a Councillor and that some of the newer members of the Council had not been guided by their fellow Councillors. The CEO reminded members that Councillors were within their rights to resign from their position, with their reasons remaining confidential unless they expressly requested that they be disclosed. Cllr Pearman voiced agreement with Cllr Harris and spoke on the fact that he had attended many months of meetings in order to familiarise himself with the work undertaken by the Council, prior to his standing for co-option. Cllr Hobman also agreed that the role of Councillor had changed in recent years and that Councillors were now required to take on additional roles.

Cllr Bonser advocated the introduction/operation of a formal induction process for new Members however, after seeking guidance from the Chairman the CEO was permitted to speak on the matter, Cllr Bonser was informed that such a process was indeed already operated, and this was supported verbally by Cllrs Rudge and Vaughan who were the most recent recipients of the process and who were also being mentored by Cllrs Harris and Preest.

Due to the difficulties which had been experienced recently with availability of cheque signatories, the CEO sought ratification for adding Cllrs Harris and Thomas as cheque signatories to the Town Council accounts; confirmation was currently waited from the Trust's Banker that the aforementioned Councillors had also been added as cheque signatories for Lydney Recreation Trust and the Bathurst Park and Recreation Trust. **Proposed by Cllr Berryman.** Vote carried.

Approval of the Monthly Financial Statement was **proposed by Cllr Harris, seconded by Cllr Pearman.** Unanimous

Additional Grant Request - Lydney Town Hall Trust Management Committee

Members noted that a second letter had now been sent to the Trust Secretary advising that they were required to comply within the requisite timeframe (i.e. by 24 March 2014) otherwise they would be required to submit their application afresh. Noted.

9. LYDNEY COMMUNITY EMERGENCY PLAN

Prior to the meeting Councillors were provided with a copy of the Community Emergency Plan which had been amended by Cllr Preest, for which adoption was sought.

Cllr Preest advised that Cllr Matthews had been removed from the plan and had been replaced by Cllr Bevan; thanks were also expressed to Cllr Rudge for providing contact information for military personnel. All Councillors were requested to forward details of the type of transportation which they may be able to provide to the CEO within 7 days in order that it may be included in the Plan.

Action by – all Councillors

Cllr Bonser was requested to ascertain if Lydney Town Hall Trust consented to the Town Hall being listed as a Local Place of Safety.

Action by – Cllr Bonser

Cllr Harris requested that the Plan be amended to reflect the change of name from Whitecross School to The Dean Academy. Adoption of the Plan (subject to the aforementioned amendment), and its submission to Forest of Dean District Council, was then **proposed by Cllr Preest, seconded by Cllr Harris.** Unanimous.

Action by – the CEO



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10. CHRISTMAS 2014

It was noted that members of the Working Party would meet on Thursday 13 February 2014 in The Annexe, however, Cllr Bonser offered her apologies as she would not be able to attend the meeting due to a meeting of Lydney Town Hall Trust on the same night. Cllrs Rudge and Vaughan offered to attend the meeting. Following a suggestion by Cllr Harris, it was agreed that Cllr Osborne would also be invited to join the Working Party.

Action by – Cllr Harris

Members were advised that it would be necessary to relocate the Christmas feature which was normally erected on lamppost 75, as the CEO had been informed by Gloucestershire County Council that this was the only lamppost on which the Vehicle Activated Sign could be installed. Accordingly, it was suggested that Members may wish to relocate the feature to a lamppost erected outside Tesco as the lamppost already possessed a socket, however, it was noted that expenditure may be incurred through the replacement of the timing clock. Cllr Rudge offered to approach Tesco to ascertain if they would be willing to cover the possible replacement of the timing clock. No objection to the proposed location was voiced.

Action by – Cllr Rudge

11. SUSTRANS CYCLE PATH

Members were informed that West Dean Parish Council were keen to form a Working Party which included representatives from other organisations (including Dean Forest Railway), in order to discuss the project further. It was noted that a list of suggested dates was currently awaited from West Dean Parish Clerk, which would then be circulated to Members.

12. FORMAL CORRESPONDENCE RECEIVED

- Lydney Air Quality Action Plan – copy of presentation provided by Cllr Preest, which included information on the transport models used. Cllr Preest spoke in support of requesting that the appropriate Officer from Forest of Dean District Council be invited to provide the presentation to Members of Lydney Town Council, as he had personally found the presentation informative. **Cllr Berryman proposed** that the CEO request that the Officer present to the Council in the future. It was agreed that the presentation would ideally take place prior to a meeting of the Neighbourhood Development Plan Steering Group. Cllr Preest requested that all Councillors and Mr B Hobman, receive a copy of the handout from the presentation and also the Draft Highway Modelling Report.

Action by – the CEO

- Forest of Dean District Council – e-mail from Ms L Mallar, Community Engagement Officer, highlighting an article in The Forest and Wye Valley Review requesting the donation of items for the creation of memory boxes for people admitted to hospital with dementia.
- Environment Agency – e-mail from Jo Martin advising that The Severn Estuary Partnership has reviewed all consultation replies on the Severn Estuary Flood Risk Management Strategy and a summary report of responses has been produced. A document responding to common comments had been produced and both documents could be viewed at www.environment-agency.gov.uk/severnestuary.
- Gloucestershire County Council – invitation to attend a meeting on Tuesday 25 February 2014 at Shire Hall to meet with the County Council's new contractor, Amey. Members noted that the CEO, Executive Officer, County Cllr Preest and Mr D Street (co-opted member of the Planning and Highway Committee) would attend the meeting.
- Gloucestershire County Council – e-mail from the Chartered Parishes Meeting Administrator advising of an amendment to the notes from the last meeting. Councillor Matthews advised that she was not able to attend meetings at present and Cllr Berryman agreed to attend the next meeting which was due to take place on 13 March 2014.

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13. COMMITTEE AND OTHER REPORTS

Planning and Highway Committee

Cllr Bevan gave an overview of the discussion which had taken place during the Planning and Highway Committee, during which Cllr Preest had expressed concern that the Town's Neighbourhood Development Plan had yet to be ratified. Cllr Bevan called on the Council to support the Committee's proposal that a letter be written to Mr Eric Pickles MP, Secretary of State for Communities and Local Government, for a referendum be held on the proposal for a large scale housing development at Allaston. It was noted that a lawful decision had been taken by the Local Planning Authority on the application and Cllr Bevan expressed a desire that local residents would support such a decision (Note: no action taken as no vote taken)

Flood Defence Meeting

Cllr Thomas spoke on the progressive meeting which had taken place on 22 January 2014 and 6 February 2014 (Forest of Dean District Council meeting with residents); that a CCTV unit had been deployed at the rear of 115 Lakeside Avenue the results of which had shown the culvert to be 90% blocked with a further 25% blockage lower down; that Forest of Dean District Council had arranged for a contractor to remove the blockage from the culvert on 11 February 2014; that the issue of drainage at Fallers Field would be investigated as a separate matter. It was noted that the drainage of the Recreation Ground had improved since Lydney Recreation Trust had undertaken bank clearance work, however, Cllr Bevan highlighted that the River Lyd was only just passing beneath the bridge at Station Road.

The CEO advised that notes from both meetings would be provided to Members in due course as District Cllr Quaille was in the process of confirming the notes from the District Council's meeting. Members noted that Lydney Recreation Trust had agreed to also clear the river banks on its land south of Albany Bridge and that Dean Forest Railway would undertake similar work on their land on the opposite side of the River. The CEO advised that residents of Lakeside Avenue had requested attendance at future Flood Defence meetings and that the Town Council had been asked to forward information on properties which had previously flooded to both Gloucestershire County Council and Forest of Dean District Council to ensure that the flooding statistics were correct. Whilst no objection was raised regarding the attendance of Lakeside Residents at Flood Defence meetings, Cllr Harris felt that the representative should actually live in Lakeside Avenue.

Action by – the CEO

Youth Council

Cllr Matthews advised that she had attended a meeting with The Dean Academy who had expressed an interest in working with the community and also participating in the Youth Council. Members noted that Cllr Matthews would address the Academy via an assembly on 5 March 2014 on the role of the Youth Council and whilst she did not have time to commit to the project 100%, she expressed a desire for newly elected Councillors (supported by more experienced Councillors) to resurrect the Youth Council.

During discussion it was noted that Cllr Osborne had been appointed to contact District Cllr Horne to ascertain if advice could be provided to the Council as to how to encourage local youths to get involved. Cllr Rudge offered to provide assistance to Cllr Matthews. Cllr Vaughan also expressed an interest in getting involved with the Youth Council in the near future if duly supported by an experienced Member/Members.

Responding to a question which had been raised by the CEO, Cllr Matthews felt that it would be the responsibility of herself and Cllr Rudge to decide where and when meetings would be held. Furthermore, Cllr Matthews expressed a belief that the Youth Council did not need to mirror the

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format of the Town Council and advised that The Dean Academy had already suggested the organisation of a Community Fair and also a litter pick. The CEO advised that an approach would need to be made to the Town Council to discuss insurance provision if not run/organised under the auspice of the Town Council in order that the matter could be raised with the Town Council's insurers.

It was agreed that Cllrs Matthews, Rudge and Vaughan would address The Dean Academy Assembly on 5 March 2014, with a report being made at the next Full Council meeting

Action by – Cllrs Matthews, Rudge and Vaughan

NDP Steering Group

Members were provided with a copy of the notes from the meeting on 11 December 2013. Cllr Pearman advised that the Group were now concentrating on holding Working Party meetings and were at the point of producing the finished Plan. It was noted that the policies contained in the document were now more robust and complied with the format required by the Inspector. Furthermore, the policies had been amended to reflect the feedback from the public consultation which had taken place.

Cllr Pearman spoke on the positive meeting with Mr Nigel Gibbons which included discussion on Forest of Dean District Council's Allocation Document. It was noted that the NDP and the Allocations Document were broadly similar and that that final version of the NDP would be produced shortly. Cllr Pearman then outlined the submission process which would be observed and advised that an article would appear in the Town Council's newsletter to raise the profile of the NDP prior to the formal mail drop to 10,000 members of the public providing information on the final version of the plan and encouraging them to participate in the impending referendum.

Responding to a question which had been raised by Cllr Vaughan, Cllr Pearman spoke on the turnout at the public consultation events which had been conducted and also the high level of response which had been received following the initial mail drop. Cllr Preest paid tribute to Cllr Pearman and the NDP Steering Group regarding the amount of work which they had undertaken.

Lydney Town Hall Trust Management Committee

Cllr Bonser reported that it had not been possible for her to attend the last meeting due to illness, however, bookings at the Town Hall were doing well and that lots of work was being undertaken by volunteers or arranged at minimum cost.

Cllr Bonser requested permission to speak to the CEO after the conclusion of the Full Council meeting to ascertain exactly what information was needed to be provided to facilitate the release of the additional match funded grant for the fire doors.

The appointment of the Council's additional representative was deferred until the next meeting.

Cllr Bonser agreed to clarify if Mr D Edwards had stood down from his public membership of Lydney Town Hall Trust Management Committee, which would have warranted his re-election to enable him to continue as Finance Chairman of the Management Committee.

Action by – Cllr Bonser

14. **COUNTY COUNCILLOR REPORT**

The report from County Cllr Preest was tabled before Councillors and Cllr Preest then proceeded to give a verbal overview of this report. Thanks were expressed to the CEO for her

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persistence with securing the installation of Vehicle Activated Signage for the Town.

Responding to a question which had been raised by Cllr Matthews regarding the provision for parking restrictions in Bream Road, County Cllr Preest confirmed that he would investigate if an implementation date had been agreed.

Action by – County Cllr Preest

Cllr Matthews then spoke on the cuts which had been made to the care and benefit system and she questioned how such cuts could be justified. County Cllr Preest advised that Local Authorities received funding from Central Government and recommended that Cllr Matthews submit her question to the Chancellor.

15. DISTRICT COUNCILLOR'S REPORTS

No report given.

16. COUNCILLORS REPORTS

Cllr Thomas advised that he had attended a presentation on 20 January 2014 regarding care in the community and encouraged Members to participate in the survey which was operational until 20 February 2014; attended a meeting with FODDC Officers and Lakeside Residents to look at land ownership; attended a meeting of Forest of Dean District Council Planning Committee to speak on the application for a housing development at Allaston; attending various meetings concerning the flooding at Lakeside Avenue; attended a pre-application presentation by TGC Renewables for a solar farm at Hulks Green; attended a Forest Forum meeting at Whitmead at which the issue of Wild Boar was discussed.

Cllr Bonser reported that she had been approached by a number of people regarding the increase in traffic due to the road closures in Whitecroft and the detrimental effect that this had on the traffic issues faced in Bream Road. It was noted that the road closures were due to Severn Trent work.

Cllr Bonser also highlighted recent reports in the press regarding the provision of a footbridge which had been at a railway station in order to safeguard the safety of local school children. Noting that school children also used Lydney's station Cllr Bonser questioned why such a bridge could not be used in Lydney, however, it was believed that Lydney Station had missed out on funding for such a development.

Cllr Bonser reported that whilst members of the public were happy that improvements were now taking place at Oakdale, they were concerned over the length of time which had been expended. Cllr Vaughan advised that she had requested the provision of an additional temporary light and had also requested PCSOs monitor the security fencing on site, as it was being pulled down by young people. Members were also reminded that the Town Council had written to both the Health and Safety Executive (re. safety issues) and also Forest of Dean District Council (re. implementation of Enforcement Notice). County Cllr Preest also advised that the County Council had yet to receive S106 funding from the development.

Cllr Bonser requested an agenda item for the next Amenities Committee meeting relating to Wild Boar, however, it was noted that the agenda for the meeting had already been produced therefore this was not possible.

Cllr Preest advised that he would yet again write to Mr M Harper MP and Mr G Barker MP, concerning the proliferation of renewable energy applications being submitted prior to the

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reduction in the feed in tariff, and suggesting that such applications should be placed in abeyance until guidance was released by the Government.

Cllr Rudge expressed thanks to Cllrs Bonser and Berryman for their attendance at the Poppy Concert and reported a number of rotten fence posts at the rear of 22 and 23 Watermead. Cllr Rudge also reported instances of fly tipping at the rear of the garages in Harrison Way. CEO requested to inform Two Rivers Housing of both matters. Cllr Preest also suggested that Forest of Dean District Council should be informed of the fly tipping issue.

Action by – the CEO

Cllr Biddle advised that Members were welcome to attend a meeting later in the week with Mrs Kate Wyatt and Mrs Rachel Reeves who were interested in developing Cambourne Meadow. Furthermore, that Mr D Street had suggested the relocation of a footpath onto Lydney Recreation Trust land from J D Norman owned land.

Cllr Biddle advised that the Lydney Community Centre AGM would take place on 19 February 2014.

Cllr Matthews reported that a section of land had been washed away due to flood water close to Mr Prices's land; that she was currently working on her dissertation which concerned training for Councillors and encouraged Members to complete and return the questionnaire which they would shortly receive. Following a meeting with Tesco earlier in the day, Cllr Matthews requested an agenda item for the April Amenities Committee regarding Lydney Fete.

Action by – the CEO

Cllr Matthews also pressed for the implementation of parking restrictions for Bream Road. It was noted that Cllr Preest had requested that Forest of Dean District Council provide the Council with a presentation on the modelling which had been conducted and that in his role as County Cllr, he had pursued the implementation of parking restrictions with the Leader of Gloucestershire County Council.

Cllr Harris informed Members of the problems which were being experienced with moles in St Mary's Churchyard and sought direction from Members as to how the issue should be addressed. It was agreed that the matter would be an agenda item for the March Burial Committee meeting.

Action by – the CEO

Cllr Vaughan advised that she had been contacted by the Landlady of The Greyhound Inn who was experiencing problems with parking by members of the public which prevented deliveries being made to her business. Cllr Vaughan was advised to refer the Landlady to Gloucestershire Highways.

Action by – Cllr Vaughan

17. **PRESS RELEASE**
None.



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18. **MEETING DATES**

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

- 23 February 2014 – Town Celebration/Civic Service – 10.00 am at St Mary's Church
- 24 February 2014 – Amenities and Finance Meetings

Cllr Berryman proposed that the Council would move into Closed Session due to an urgent item of business relating to Planning. Unanimous.

**EXCLUSION OF THE PUBLIC & PRESS
CLOSED SESSION**

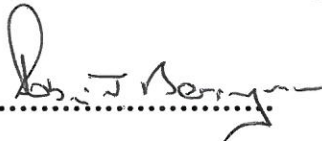
Standing orders suspended in order that the council may continue in "closed session" under the provisions of The Public (Admission to Meetings Act 1960) as the business to be discussed is considered to be of a confidential nature

19. **PLANNING**

- Councillors received an update on the planning application by MMC/Asda/J D Norman

Meeting closed at 9.52 pm

Chairman



Date

10/2/2014

Actions from Full Council meeting on 13 January 2014

Agenda Item	Action
4.	<ul style="list-style-type: none"> CEO to write to Gloucestershire Police in response to the claim made that Officers were being withdrawn from the Forest of Dean and to highlight the increase in crime statistics for the Town. Done, response from Insp Boyles distributed to Members CEO to request that Gloucestershire Police justify their precept demand if they proceed with reducing Police presence locally. Pending; given aforementioned response Coleford, Newent and Cinderford Town Councils' to be copied into the Council's e-mail to Insp Boyles. Done (E-mail mentioned at CCTV funding meeting) Police and Crime Commissioner, Martin Surl and Insp Boyles to be invited to attend February Full Council meeting. Invitation extended
7.	Cllr Preest to attend next meeting of Lydney Air Quality Management Group at Forest of Dean District Council on 4 February 2014 at 10.45 am to 1.00 pm. Report pending
8.	CEO to submit Council's 2014-2015 Precept Demand to Forest of Dean District Council on latest date possible in order to safeguard against any last minute change in the LSCT figures/reduction in FODDC Service provision. Pending
9.	<ul style="list-style-type: none"> Councillors requested to ensure that copy of Standing Orders provided at January Full Council meeting is included their Policy Folders. Noted Councillors asked to note the Meeting Schedule dated Jan 2014 and to destroy obsolete versions. Noted
10.	Cllrs Thomas and Harris to hold January Councillor Surgery.
11.	<ul style="list-style-type: none"> Cllr Preest to provide the CEO with an updated version of the Lydney Community Emergency Plan in order that it may be considered/approved by Council. Pending; action Cllr Preest CEO to ascertain availability of Emergency Staff at Forest of Dean District Council over Easter holiday period. Done
12.	Order placed with Mr K Legge for work to improve the gutter system on the roof of the Council office. Noted
13.	Cllrs Berryman, Harris, Hobman, Rudge and Bonser to form 2014 Christmas Working Party. Noted
14.	<ul style="list-style-type: none"> Cllr Bonser and Mr James Young nominated as the Council's submission to be drawn out of GAPTC's "hat" to receive invitation to Garden Party at Buckingham Palace. E-mail submission forwarded to GAPTC CEO authorised to incur expenditure for up to four searches with Land Registry in an attempt to resolve ownership query with land to the rear of Lakeside Avenue (<i>as considered appropriate</i>). FODDC currently progressing LR title inquiries, query re. Land previously owned by LDRC
15.	<ul style="list-style-type: none"> Approval given for the settlement of invoice from Little Allaston Farm concerning the removal of debris from watercourse at rear of 115 Lakeside Avenue. Council to then seek to reclaim said expenditure from Forest of Dean District Council. Invoice submitted, settlement still pending Council endorsed submission of NDP to Forest of Dean District Council by 31 March 2014. Noted Appointment of Council's second representative to Lydney Town Hall Management Committee deferred until February meeting due to absence of Cllr Edwards. Noted
16.	County Cllr Preest to progress implementation of double yellow lines in Bream Road with Officers at Gloucestershire County Council. Action Cllr Preest
17.	<ul style="list-style-type: none"> District Cllr Glastonbury to ascertain if MMC could be prevented from further building on Oakdale until they had complied with provision of bus link, etc. Action/Report Pending - DCllr Glastonbury

	<ul style="list-style-type: none"> • CEO to advise Health and Safety Executive regarding continuing issues at Oakdale development. Done (Deferred to Planning and Highways - NB HSE will be dealing directly/liaising with Bromford Homes) • CEO to contact HSE requesting advice/assistance re. lack of enforcement support/resident H&S issues (relating to adequate lighting, flooding issues, health and safety, play areas). Copy of correspondence to be forwarded to Editor of Oakdale Links website. Done (Deferred to Planning and Highways)
18.	<ul style="list-style-type: none"> • CEO to inform Watts Group of fallen tree crossing River Lyd as tree had crossed over onto land within their ownership. Done

MS