

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2019/02/11 – 98

MINUTES OF THE LYDNEY TOWN COUNCIL MEETING held in the Council Chamber, Claremont House, Lydney on Monday 11 February 2019 at 7.00 pm.

PRESENT: Cllrs B Berryman (Chairman), R Christodoulides, R Holmes, H Ives, W Leach, C Legg, B Pearman, A Preest, T Tremlett and C Vaughan

Three members of the Public

Mr M Heaton, Site Closure Director for Oldbury and Berkeley, Magnox (presentation only)

Mr B Higgs and Mr I Allen, Lydney Boxing Club (Agenda Item 5 – Youth Forum (presentation only))

Two members of the Press

District Cllr J Simpson

District Cllr R Leppington, Cabinet Member for Development, Asset Management, Infrastructure and Housing, Forest of Dean District Council (late arrival)

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.

Cllr Berryman welcomed Mr Heaton, Site Director for Oldbury and Berkeley, Magnox to the meeting. Mr Heaton explained that Magnox operated twelve sites across the UK and that safety and compliance were fundamental to the work of the organisation. Mr Heaton then provided Members with an overview of the decommissioning work which had been undertaken at both sites, and explained the permits from the Environment Agency to which the sites were required to comply with (e.g. discharges to air, water, etc). Mr Heaton explained to Members what would happen at each site during its “care and maintenance” stage and stressed that there was no potential for an off-site emergency as neither sites were generating power. It was noted that Site Stakeholder Group meetings were held either Berkeley or Oldbury depending on the content of the meeting and Mr Heaton explained that Magnox operated a socio economic fund to which organisations could apply for funding (www.magnoxsocioeconomic.com) for a wide range of projects (e.g. school projects, sports facilities, etc).

Responding to a question raised by Cllr Leach, Mr Heaton felt that it may be 2050 before a National Depository would be operational and that a site for the depository had yet to be identified. The CEO questioned the lifespan of the concrete which had been used to encase the waste at the site and Mr Heaton advised that there were no plans to remove the concrete boxes from the site as it was totally encapsulated. It was noted that the contents of the encapsulated boxes would need to be left for a long time before they were neutralised and Mr Heaton explained that Berkeley held Intermediary Waste items. Responding to a concern regarding any potential effect on wildlife which may be caused by the sites discharging to water, Mr Heaton explained that samples were taken of a variety of items (e.g. silt, fish, grass, etc) the details of which were published in a Radioactivity in Food and the Environment (RIFE) report for each site.

There being no other questions Cllr Berryman thanked Mr Heaton for attending and Mr Heaton excused himself from the meeting at this point.

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2019/02/11 – 99

At this point Cllr Berryman informed all present that the meeting was being filmed by a member of the public and that whilst Councillors and Council staff could not object to being recorded, any members of the public who did not wish to be filmed should make themselves known.

1. APOLOGIES

Apologies for absence were received and noted from Cllrs Biddle, Greenwood and White.

Members also noted Cllr Greening's letter of resignation which had been received since the last meeting.

2. DECLARATIONS OF INTEREST

Cllr Ives – Agenda Item 5 – Youth Forum (in his capacity of Grants Officer for Lydney Hub).

3. MINUTES OF PREVIOUS MEETING

Approval of the minutes of the Town Council meeting held on 14 January 2019 were **proposed by Cllr Harris, seconded by Cllr Ives. Vote carried.**

4. POLICE MATTERS

The CEO advised that she would attend a meeting with the new Police Sargent for Lydney on 13 February 2019 and requested that Members provide direction regarding issues of concern. Members requested that the following topics be raised:

- Anti-social behaviour (specifically the vandalism of St Mary's Halt Bridge)
- Anti-social driving in Newerne Street Car Park – the CEO was also requested to ascertain from Forest of Dean District Council what progress had been made on the implementation of CCTV in their car park.

Members were also informed of the vandalism of the public toilets at the Pavilion in Bathurst Park which had occurred earlier in the afternoon. Cllr Vaughan reported that the public toilets had also had occasion to be closed due to vandalism.

5. YOUTH FORUM

Youth Engagement

Cllr Berryman welcomed Mr Higgs and Mr Allen, Lydney Boxing Club, to the meeting. Mr Higgs and Mr Allen provided Members with an overview of the work undertaken by the Club with young people in the Town. It was noted that the Club did not receive any funding except for its membership subscriptions and proceeds from a Charity Boxing Dinner. Members were informed that the Club had been formed in 1974 and possessed a great reputation as the most successful club in the west of England and Wales. The physical and mental health benefits of boxing training was explained to Members and it was emphasised that not all members wished to go on to become "carded" boxers and box professionally. Mr Allen explained that in recent years the Club had noticed an increase in young people attending and that a desire had been expressed by some adult members to undergo training to become qualified coaches. Members were advised that as a result of an increase in young people attending the Club it would be necessary to purchase additional equipment, train three adults as qualified coaches and requalify a number of the existing coaches all of which amounted to £1,500.00 based on the Club's initial costings.

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2019/02/11 – 100

Cllr Berryman explained that, due to his decision not to hold a Mayor's Reception this year and instead use the funding to provide Civic Donations, it may be possible to provide the Club with a donation from said fund. Cllr Harris also recommended that the Club apply to the socio economic fund which had been promoted by Mr Heaton during his presentation and also apply to Sport England. Speaking in his capacity of County Councillor, Cllr Preest advised that he had already been in contact with the Club and was pleased to announce that the Club would receive £500.00 through Gloucestershire County Council's "Growing our Communities" Fund. Cllr Ives offered to provide the Club with details of a further 4-5 funding sources and Mr Higgs confirmed that he would arrange for a member of the Club to contact Cllr Ives.

District Cllr Leppington arrived at this point.

Cllr Tremlett recommended that the Club contact Forest of Dean District Council and also Kate Baugh, Gloucestershire Rural Community Council for details of funding sources.

There being no other questions Mr Higgs and Mr Allen excused themselves from the meeting at this point.

Forest Youth Association

Prior to the meeting Members were provided with a copy of the response which had been received from the Forest Voluntary Action Forum's (FVAF) Manager and Development Officer. Noted. Members also noted the extract from the December Full Council meeting minutes which clearly showed that all Members were informed of the Working Group Meeting that was to take place in January 2019.

Members were asked to consider if they wished to nominate a representative to attend future Working Group Meetings (despite no financial commitment being agreed by Full Council). After a short discussion it was **proposed by Cllr Harris, seconded by Cllr Leach**, that Cllr Ives would attend future FVAF Working Group Meetings on behalf of Lydney Town Council. Vote carried.

Action by – Cllr Ives

Lydney Hub

Prior to the meeting Members were provided with a copy of a letter which had been received from Cllr H Ives on behalf of Lydney Hub.

Cllr Ives reminded Members that he had previously declared an interest in this item and advised that he would refrain from voting on the matter.

Cllr Ives advised that he had been working with Lydney Hub for the last 12 months and provided Members with an overview of the group's aims to support the youth of the Town and provide youth services/a youth club. Members were informed that "The Hub" were currently considering if it wished to submit a bid in respect of the Methodist Chapel which was currently the subject of a Community Right to Bid Order. Cllr Ives requested that the Council consider providing "The Hub" with a Letter of Support in advance of The Hub's meeting with the Trustees of the Methodist Chapel and acknowledged that The Hub would need to obtain grant funding to facilitate its aims of securing its own premises, however, Cllr Ives felt that a Letter of Support from the Council would aid funding applications.



LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2019/02/11 – 101

Cllr Pearman reminded all present that the Council had previously discussed youth provision and felt that the Town Council was “forward thinking” in its actions. Whilst the condition of the Methodist Chapel was not known, Cllr Pearman felt that this was an exciting project for The Hub to take forward. Accordingly, **Cllr Pearman proposed** that the Council provide a “Letter of Support” in principle and that it also earmarks £25,000.00 in respect of The Hub’s bid, subject to being provided with a copy of The Hub’s revised constitution, business plan and the annual appointment of a member of Lydney Town Council to The Hub’s Committee. The need to protect the “public purse” whilst supporting the youth of the Town was stressed to all present, hence the caveats which had been placed on the monetary sum. **Cllr Harris agreed to second the motion.**

Cllr Preest commended Cllr Ives on the work which he had undertaken over the last twelve months and stressed the amount of funding which had been provided by Gloucestershire County Council to help youth-based projects. Cllr Pearman reminded Members that the Town Council had previously resolved to support youth projects in the Town, rather than a district wide facility; it was highlighted that the financial sum which had been earmarked was the same level as that which had been suggested as a contribution towards a district wide facility.

The motion was then put to a vote which was carried with one abstention.

Action by – the CEO

At this point Cllr Berryman informed all present that Agenda Item 6 – Public Forum would be considered after Agenda Item 18 – Councillors Reports, however, the minutes reflect the order as shown on the agenda.

6. OPEN FORUM

Mr Z Arnold, Lydney – agenda items 12, 16 and 4.

Item 12 – noted that discussion had taken place on a potential amendment to Standing Orders. Expressed a belief that the potential amendment removed the ability for members of the public to ask questions of the Council as the meeting agenda was issued six days prior to the meeting whereas written questions were to be submitted seven days prior the meeting. Cllr Berryman advised that if a member of the public wished to raise a question relating to the agenda item on the night of the meeting this would still be permitted, however, if they wished to raise a question which was not an agenda item they would be required to submit their questions in writing seven days prior to the meeting if the motion was so resolved at the March meeting.

Item 16 – expressed a belief that the Council should not have discussed reprimanding District Cllr Leppington and questioned why the Council was “gaging” him due to his response to the questions Mr Arnold had raised at the January meeting. Cllr Berryman advised that the Town Council had no control over whether a particular store opened in the Town and that the store/questions relating to such were not an agenda item for the meeting.

Item 4 – advised that in November 2018 Jayne Smailes had compared himself, another member of the public and a serving Town Councillor to a far right person who murdered Jo Cox MP. The CEO advised that Mr Arnold had not been provided with a copy of this confidential e-mail and questioned from where Mr Arnold had obtained the information (such was not publicly available); advised that staff had been made to feel uneasy as a

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2019/02/11 – 102

result of the situation that evening; that as a result of said actions Members now remained in the Car Park until such time as employees had entered their vehicles; that whilst the reference to Jo Cox MP was regrettable, no one was safe in this day and age and that the Council had a duty to protect its staff. The CEO advised that the e-mail concerned had been viewed by members of the Council's Personnel Committee and Police only to which Mr Arnold advised that he had been given a copy by the Police.

Speaking in his capacity of Chairman of the Personnel Committee, Cllr Pearman advised that it was not for Mr Arnold to say how employees should feel; that the Council had a duty to protect its employees.

Cllr Pearman reminded Mr Arnold that the Public Forum did not permit debate on questions raised/answers provided.

Cllr Holmes advised that he had written to the Mayor to request that he be permitted to view said e-mail but had not been permitted to view a copy as the e-mail was confidential and he expressed upset as he had been a Trustee of a Charity whose greatest supporter was Jo Cox MP. Cllr Berryman reminded Cllr Holmes of Standing Orders 11 c & d which specified the information which would be disclosed to Councillors and the requirement not to disclose or undermine confidentiality; that the matter had correctly been reported to the Personnel Committee and that it was a gross breach of DPA 2018 for anyone to have released the e-mail which had only been released to the National and local Labour Party Office.

7. COMMUNICATIONS BY THE MAYOR

Cllr Berryman advised that since the last meeting he had attended by RBL Poppy Concert.

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).

Members noted that a Subject Access Request had been received and that a response had been tendered.

9. FINANCIAL MATTERS

FINANCIAL STATEMENT -

February 2019

Opening Bank Balances as 1st April 2018

LLOYDS BANK - Current account	96,414.19	<u>2017/18 Commitments</u>
LLOYDS BANK - Lydney In Bloom - Current	764.44	<u>Brought Forward</u>
LLOYDS BANK - LGPS - Current	15,990.28	£10,303.48
LLOYDS BANK - Earmarked Reserves:		
S106	29,191.50	
Lydney War Memorial	2,000.00	
Play Areas (General)	5,000.00	
Play Areas (Primrose Hill inc S106 residue)	23,529.43	
Play Area (Leaze Court)	9,439.12	
Leaze Court (GCC & Aviva Grant)	600.00	
Cemetery	13,842.14	
Cemetery: St Mary's Churchyard/Wall	4,000.00	
Cemetery: Memorial Testing	11,500.00	
Cemetery: Additional Burial Space	20,000.00	
Election Costs	10,000.00	
Machinery	7,178.03	
Town Events/Christmas(Grotto etc)	7,000.00	



LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2019/02/11 – 103

Contingency	4,000.00
Civic	1,000.00
Pear Mapping Cemetery	4,000.00
Environment Agency 2018/19	5,000.00

	157,280.22	
LLOYDS BANK - General Reserve	170,622.93	327,903.15
		441,072.06

RECEIPTS

Receipts APRIL	261,238.27	Includes 1 st Precept Payment
Receipts MAY	6,850.07	
Receipts JUNE	990.76	
Receipts JULY	16,858.58	
Receipts AUGUST	2,352.37	
Receipts SEPTEMBER	261,379.05	Includes 2 nd Precept instalment of 2
Receipts OCTOBER	20,099.40	
Receipts NOVEMBER	1,187.30	
Receipts DECEMBER	1,176.61	
Receipts JANUARY	26,542.95	See Separate Sheet
Receipts FEBRUARY		
Receipts MARCH		
<i>Lydney In Bloom: Income banked to LIB current a/c</i>		850.00
Total Receipts YTD		599,525.36

PAYMENTS

Payments APRIL	2,230.71	
Payments MAY	66,609.25	
Payments JUNE	149,581.84	
Payments JULY	34,524.23	
Payments AUGUST	43,550.78	
Payments SEPTEMBER	26,662.87	
Payments OCTOBER	37,331.09	
Payments NOVEMBER	69,579.47	
Payments DECEMBER	41,700.55	
Payments JANUARY	28,204.78	
Payments FEBRUARY	42,954.09	See Below
Payments MARCH		
Payments PRIOR TO YEAR END		
<i>Lydney In Bloom: Cheque Payments to date from LIB a/c</i>		1,252.30
Total Payments YTD		544,181.96
		496,415.46

Reconciled Bank Statements as at end	January 2019	
LLOYDS BANK - Current account		180,960.88
LLOYDS BANK - Lydney In Bloom - Current		362.14
LLOYDS BANK - LGPS - Current		15,996.97

LLOYDS BANK - Earmarked Reserves:

S106	29,191.50	
Lydney War Memorial	2,000.00	
Play Areas (General)	5,000.00	
Play Area (Leaze Court)	370.32	
Leaze Court (GCC & Aviva Grant)	442.00	
Cemetery	13,842.14	
Cemetery: St Mary's Churchyard/Wall	3,544.00	
Cemetery: Memorial Testing	12,500.00	
Cemetery: Additional Burial Space	20,000.00	
Cemetery: Additional Burial Space	1,500.00	
Election Costs	9,572.95	
Machinery	7,599.03	
Town Events/Christmas (Grotto Etc)	7,000.00	
Contingency	4,000.00	
Civic	1,000.00	
Pear Mapping: Cemetery	1,870.00	
Lydney In Bloom	1,000.00	
	120,431.94	
LLOYDS BANK - General Reserve	177,663.53	299,095.47

Bank Balances as at:	31-Jan-19	496,415.46
-----------------------------	------------------	-------------------

FEBRUARY PAYMENTS

[Payment made by Direct Debit/Standing Order](#)

Chq. No

Description/Spending Power:

ND

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2019/02/11 – 104

Wye Valley Tourism	02.01.19	144.00		Annual	Subscriptions
BNP Paribas Leasing	07.01.19	330.00		Quarterly	Telephone
ADT	15.01.19	52.70		Quarterly	CCTV
ADT	15.01.19	214.71		Quarterly	Telephone/Establishment
ATOS Fuel Genie	15.01.19	224.68		Monthly	Fuel/Mower/Cemetery Maintenance
Konika Minolta	15.01.19	375.66		Quarterly	Photocopier
Forest Equipment Services Ltd	21.01.19	985.18		Mthly STO	Litter- General/Harbour/Dog Waste
FoDDC	22.01.19	75.00		Monthly	Cemetery Maintenance
EE & T Mobile	23.01.19	14.08		Monthly	Telephone
Amazon	24.01.19	76.94		Debit Card	Stationery
Cable Stream	24.01.19	120.82		Monthly	Telephone
FoDDC	28.01.19	100.00		Debit Card	Recharges
Redline Telecom		38.94		Monthly	Telephone
		<u>2,752.71</u>			
<u>Interim Payments made in advance of Meeting:</u>					
Duncan Matthews	14.01.19	210.00	9123	Mthly	Vehicle Costs
Oakey & Sons Ltd	14.01.19	4,266.00	9124	Annual	Christmas Lights
		<u>4,476.00</u>			

Payments for approval at Meeting held on: 11th February 2019

Corporate: Payroll		13,926.05	BACS	Monthly	February
Corporate: HMRC		4,890.55	BACS	Monthly	February
Corporate: Glos LGPS		5,368.49	BACS	Monthly	February
	Payments Sub	<u>23,555.06</u>			
	Total				
Chq Cashed Incorrectly		-0.30			
Community Heartbeat Trust (Solutions) Ltd		151.20	9215	Annual	H & S
Exhaust Tyres and Batteries (Worcester) Ltd		60.00	9216	Ad Hoc	Vehicle Costs
Forest Equipment Services Ltd		336.48	9217	Mthly	Car Park Closures/Litter Harbour
Mincost Ltd		66.12	9218	Ad Hoc	Machinery Repairs
Duncan Matthews		203.50	9219	Annual	Vehicle Costs
Office Star Group Ltd		436.84	9220	Mthly	Stationery
Worksafely Ltd		85.00	9221	Ad Hoc	PPE
Bathurst Park Recreation Trust		2,799.65	9222	Qrtly	Vat Repaid
Lydney Recreation Trust		7,838.43	9223	Qrtly	VAT Repaid
Coleford Town Council		70.00	9224	Annual	Civic
Expenses		30.15	9225	Ad Hoc	Training
Cash		93.25	9226	Mthly	Estb/Vehicle Costs/Postage
	Payments for approval: Sub total	<u>12,170.32</u>			
	TOTAL PAYMENTS FEBRUARY	<u>42,954.09</u>			

A list of unrepresented Cheques (For Information only)

Mincost Ltd		20.60	9185
Gloucestershire Playing Fields		100.00	9207
	Total	<u>120.60</u>	

Monthly Payment Listing – Month 11

Receipt of the monthly payment schedule (Month 11 – including the transfers/virements shown below) was **proposed by Cllr Leach, seconded by Cllr Harris. Unanimous.**

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

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2019/02/11 – 105

Virements

<u>Amount</u>	<u>From</u>	<u>To</u>
None		

Transfers

<u>Amount</u>	<u>From</u>	<u>To</u>
None		

Lydney Town Council Debit Card

<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>
21.1.19	Amazon	1 x loose leaf Condolence Book; 3 x loose leaf page packs; 1 x bound Condolence Book; 1 x 10 pk of CPR Face Shields	£76.94	Carol Wheeler
22.1.19	Forest of Dean District Council	Fee for Premises Licence Application	£100.00 To be recharged to the Bathurst Park and Recreation Trust	Carol Wheeler

9b. **PRECEPT – 2019/20**

Members noted that Lydney Town Council's Precept Demand (as approved at January's Full Council meeting) had since been submitted to the Billing Authority (Forest of Dean District Council).

10. **GAPTC STRATEGY/MEMBER SUBMISSION**

Members were informed that the response from the Gloucestershire Association of Parish and Town Councils (GAPTC) had been considered by the Planning and Highway Committee at their meeting earlier in the evening and that it was believed that Gloucestershire County Council could provide a direction on Community Infrastructure Levy (CIL) and the New Homes Bonus which then could be passed back to GAPTC. Cllr Prest advised that the Forest was the only District in Gloucestershire which had not implemented CIL and it appeared that assistance offered by Gloucestershire County Council Officers appeared to have been declined.

General Power of Competence and Being a Good Councillor Training

Members were asked to consider bestowing Delegated Powers in order that Councillor training may be arranged as soon as possible after the Ordinary Election. Members were advised of the need for Councillors to undergo formal training if the Council wished to address matters via the General Power of Competence, rather than by addressing by specific Powers. It was noted that the training would take place in the Council Chamber and would be delivered by a contractor to GAPTC at a cost of £275.00 plus mileage per evening. Cllr Ives stressed the importance that all new Councillors understood their role, accordingly **Cllr Ives proposed** that the training be arranged. **Seconded by Cllr Harris.** Vote carried.

Action by – the CEO

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2019/02/11 – 106

11. **RECORDING OF MEETINGS**

Members noted that quotations were currently being obtained in order that meetings may be audio/visually recorded.

Cllr Holmes enquired if such a system would permit live streaming of meetings, as operated by Cinderford Town Council. However, it was felt that rather than streaming the system would enable audio/visual recordings to be uploaded to the Town Council's website.


It was **proposed by Cllr Harris, seconded by Cllr Vaughan** that further consideration of the matter would be deferred until such time as the quotations had been received. Unanimous.

Action by – the CEO

12. **AMENDMENT TO STANDING ORDERS**

Members were asked to consider adopting the following amendment to Standing Orders, Page 7 Section 3 (e, f, g, h, l, j, k) as follows:

- A Members of the public may make representation in writing to the Council's Proper Officer (Clerk) at least one week prior to the date of the Full Council Meeting
- B Any person wishing to submit a question is required to provide their name and address; they are required to clearly set out their question to the Council
- C A period not exceeding fifteen minutes will be made available in order that the Mayor may read the question submitted and the Council's response to such
- D There will be no debate in relation to the verbal response given by the Mayor however any Members may request, if they so wish (and subject to resolution of Full Council), that the topic may be a future Full Council agenda item or, that the topic be referred to the appropriate committee.
- E The Mayor/Chairman has the discretion to permit a person to speak on a relevant agenda item at any one of the Council's Meetings if they so choose.
- F A person who speaks at a meeting shall direct his comments to the Chairman of the meeting.
- G Only one person is permitted to speak at a time. If more than one person is to be permitted to address the Council the Chairman of the particular meeting shall direct the order of speaking.
- H The Public Forum at any one meeting shall not exceed 15 minutes.

Whilst the Motion would stand until the next Full Council meeting, Cllr Berryman felt that it was important to correct a number of inaccuracies which had been reported about this item. Cllr Berryman advised that members of the public would be permitted to submit written questions of the Council and would be able to attend the meeting to ask a supplementary question, which was the procedure observed by Forest of Dean District Council and Gloucestershire County Council. Cllr Berryman advised that members of the public would still be able to ask questions relating to agenda items on the night of the meeting. 

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2019/02/11 – 107

During discussion Members were informed that they were able to revise the wording of the Motion if it were to fall at the next meeting and Members were asked to inform the CEO of any amendment which they felt appropriate.

Action by – all Councillors

It was noted that a vote on the “Standing” Motion would be taken at the March meeting.

13. FORMAL CORRESPONDENCE RECEIVED

- Forest of Dean District Council – E-mail from Mr K Jack, Consenting and Enforcement Engineer for Publica Ltd providing a copy of a letter sent to Forest of Dean Railway Ltd advising of their Riparian responsibility to remove litter which had accumulated in the watercourse potentially obstructing a culvert located on their land.
- Scope – Letter from Mary Obieli advising that Scope intend to conduct house-to-house collections between 1 April 2019 and 21 April 2019/6 April 2020 and 26 April 2020.
- Severn Estuary Partnership – Letter from Lucy Taylor, Partnership Manager, advising that the Marine Management Organisation was currently talking to people with an interest in the South West coast to find out their views on how the marine area should be managed in the future. An event will take place in Taunton on 7 February 2019 from 9.30 am to 4.00 pm at Taunton Racecourse for those people interested in having more detailed input into the planning process.
- Colbalt Health – Letter of thanks in relation to the Council’s support for their newly established Dementia Futures Fund.
- North & West Gloucestershire Citizens Advice Meeting Dates – E-mail from Mr N Gardner, Chief Officer, providing the Council with a list of future Board Meeting dates and extending an invitation for a Council Representative to attend a future meeting.
Cllr Berryman proposed that a representative would be appointed to attend future meetings at the Annual Council Meeting. Vote carried.
- Mr N Penny – E-mail congratulating the Town Council on its floral displays and seeking information on the Council’s arrangements in order that they may perhaps be replicated by Coleford Town Council.
- Mr S Rawlings – E-mail expressing thanks and appreciation to the Council for acting so quickly with providing him with a copy of the Town Council’s response to a planning application.
- Mr Matthews – personal visit to the Town Council office to express thanks for the prompt decision by Lydney Recreation Trust to install two dog waste bins along The Cut.
- Gloucestershire Association of Parish and Town Councils – providing a response to questions posted by the Town Council’s Planning and Highway Committing concerning a number of issues.
- Forest of Dean District Council – Letter from District Cllr T Gwilliam, Leader, inviting Lydney Town Council to add their signature to a letter that he intended to send to Head Offices of all the supermarkets in the Forest of Dean requesting they use the Forest as a pilot for a serious reduction in their use of single plastics. It was **proposed by Cllr Harris, seconded by Cllr Vaughan**, that Lydney Town Council would add its name to the letter. Unanimous.

Action by – the CEO

- Society of Local Council Clerks – E-mail advising that the Branch Annual General Meeting would take place on 21 March 2019 at Hatherley Manor Spa Hotel, Down Hatherley Lane, Gloucester. The AGM will include a presentation by Mr James Derounian of Gloucester University on Community Engagement and Community

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2019/02/11 – 108

Development Projects and the meeting has been opened up for Councillors to attend at a cost of £37.50 for non-members and £25.00 for members. **Cllr Ives asked that he be registered to attend the meeting.**

Action by – the CEO

- Forest of Dean District Council – E-mail from District Cllr Gwilliam concerning Agenda Item 16. Members were provided with a précis of the response provided to District Cllr Gwilliam.
- Lydney Cricket Club – Letter expressing thanks for the recent drainage improvements conducted on Lydney Recreation Ground.
- Lydney Tennis Club – Letter expressing thanks in respect of the decision by Lydney Recreation Trust to install a footpath to the Tennis Club via the Skate Park/MUGA.

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.

Playground Inspections

Members noted the cost of the Annual Playground Inspection for 2019/20 in relation to sites owned/managed by the Town Council at a cost of £287.00 plus VAT.

Leaze Court

Members noted the installation was now complete and that work has commenced on the raised flowerbeds/additional seating to compliment the area.

Beauchamp Meadow

Members noted that a complaint had been received regarding overhanging trees and that remedial works would be addressed under Delegated Powers.

Easter Egg Hunt

Members noted that the Easter Egg Hunt would take place in Bathurst Park on Wednesday 17 April 2019 (budget approved for £250.00).

Christmas Lights Switch On

Members were asked to confirm the location for the 2019 Christmas Lights Switch On. Cllr Harris expressed a preference to hold the Switch On at the Lydney Car Wash site, however, Cllr Tremlett advised that the Town Hall Management Committee had requested that the Switch On events take place at their site as members of the public liked to view the procession which used to take place to the Town Hall. Cllr Tremlett was informed of the issues which had been experienced with marshalling the parade, which had ultimately resulted in the Council moving away from such.

During discussion the need to ensure that sufficient Councillors would attend and marshal the event was explained to Members and Cllr Vaughan advised that Mr N Penny had kindly offered to assist with the organisation of the event. It was therefore **proposed by Cllr Harris** that the CEO would approach Lydney Town Hall to ascertain their interest in holding the event; that the proprietor of the Lydney Car Wash would be approached to ascertain if they would have any objection to the Council holding the event at their establishment once again; that further consideration of the location of the event would be deferred until after the Ordinary Elections. **Seconded by Cllr Pearman.** Vote carried.

Action by – the CEO

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2019/02/11 – 109

Members were informed that three sets of Christmas Tree Lights had been vandalised during the 2018/19 display and Members were asked to consider bestowing Delegated Powers in order that replacement sets may be purchased. It was **proposed by Cllr Harris, seconded by Cllr Pearman** that Delegated Powers would be bestowed on an Officer to facilitate the purchase. Vote carried.

Action by – the CEO

Vinyl Wraps

Deferred until next Amenities Committee meeting.

Silent Soldiers

Members noted that the Silent Soldiers had since been placed in Bathurst Park Memorial Gardens where they will remain until just prior to Remembrance when they will once again be re-sited at Lydney's Gateways.

Allotments

Members were provided with a copy of the proposed charges for the Town Council's allotments for 2019/20. Members were informed that the proposed charges utilised the Council's customary 10% increase. It was **proposed by Cllr Harris, seconded by Cllr Vaughan** that the following charges would apply for 2019/20:

Full Sized Plot

- Standard £40.27
- Concessionary £20.13

Half Size Plot

- Standard £20.13
- Concessionary £10.06

Third Size Plot

- Standard £13.42
- Concessionary £6.71

Unanimous.

Burial Committee

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

Planning & Highway Committee

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

Finance & Scrutiny Committee

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

Personnel Committee

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

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2019/02/11 – 110

Coastal Communities Team (CCT)

Cllr Pearman advised that no meeting had taken place since January. Attention was drawn to the report which had been received from District Cllr Leppington which stated that a bid had been submitted, the outcome of which was awaited.

Responding to a question raised by Cllr Preest, District Cllr Leppington gave a commitment to ascertain why the funding bid for the outer gates at the Harbour had failed.

Action by – District Cllr Leppington

Community Safety Partnership

Cllr Berryman advised that he had not been able attend the last meeting.

Market Town's Forum

Cllr Pearman advised that a meeting would take place the following week.

Flood Defence Stakeholder Meeting

Cllr Pearman advised that the last meeting had taken place on 31 January 2019 during which a number of topics had been covered, including the maintenance programme for the balancing ponds, penstock and trash screen. Cllr Pearman provided Members with a précis of the meeting and thanks were expressed to Ms D Morgan and Mr L King, Forest of Dean District Council/Publica for attending the meeting.

Forest of Dean Health Forum

Cllr Harris advised that she had not been able to attend the last meeting due her husband's ill health.

Multi-use Track Stakeholder Meeting

No report due to the absence of Cllr Greenwood.

Parish and Town Council Liaison Meeting

Cllr Ives reported that no meeting had taken place since the last meeting.

Lydney Town Hall

Cllr Tremlett reported that she had attended a meeting the previous week, but would be unable to attend the next meeting scheduled for 14 March 2019. Cllr Tremlett advised that the Committee had cancelled their planned Valentine's Concert due to lack of numbers. Furthermore, the Committee had advised that they had not been advised of the fact that the Town Council held a publicly accessible Defib when they had need to call the emergency services. The CEO informed Members that the Town Hall patrons had actually come across to collect the Defib unit themselves when they had an emergency, and that Town Council staff had attended the building ready to assist, in case it became necessary to use the Defib.

Cllr Tremlett advised that the Committee had submitted a grant application to the Town Council. At this point Cllr Tremlett offered to attend meetings of the Community Safety Partnership or the Forest of Dean Health Forum, should Cllrs Berryman or Harris be unable to attend.

15. **DISTRICT COUNCILLORS REPORT**

No report received.

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2019/02/11 – 111

16. **FOREST OF DEAN DISTRICT COUNCIL CABINET MEMBER FOR:
REGENERATION, ASSET MANAGEMENT, INFRASTRUCTURE & HOUSING
REPORT**

Prior to the meeting Members were provided with an extract from the newspaper report in which District Cllr Leppington criticised the Town Council over the incident which occurred at its January meeting. Members were asked to consider if they wished to revoke the dispensation which had been granted to District Cllr Leppington (non-ward Member).

Whilst he advised he had not attend the January meeting, **Cllr Leach proposed** that the Council should not revoke the dispensation granted to District Cllr Leppington as he found his input to be useful. **Seconded by Cllr Tremlett.** Vote carried with three abstentions.

Cllr Harris felt that the incident concerning an individual at the January meeting had been quite intimidating and felt that District Cllr Leppington had not understood Lydney Town Council's meeting protocol. Furthermore, Cllr Harris felt that a better course of action would have been for District Cllr Leppington to have contacted the Town Council before speaking to the press to express his views to the Mayor direct. Cllr Harris felt that the Town Council was being crucified by the Press for matters which were being taken out of context and she felt that the Council was being criticised no matter what it did. The CEO advised that she had been instructed to contact the Police and questioned what action she was supposed to take when a member of the public refused to leave a building, as she could not forcibly imprison them by locking them in. Accordingly, the Council had been left with no option but to call the Police; that the Police had subsequently arrested the individual and the Town Council meeting had reconvened elsewhere. Cllr Pearman felt that the course of action which had been followed would have been exactly the same as would have been followed by Forest of Dean District Council and he reminded all Councillors that they had a Duty of Care towards their staff.

Cllr Preest advised that District Cllr Leppington had attended Town Council meetings due to his request for collaborative working; he welcomed the attendance of two members of the press at the meeting and hoped that a balanced view of the meeting would be reported. Whilst he respected that every person was entitled to their personal opinion, Cllr Preest stressed the need to respect others and emphasised that Town Councillors were volunteers who did a tremendous amount of work for the Town and that Officers of the Council were employees who Members had a duty to protect.

District Cllr Leppington offered his apologies to the Council and stated that he had not meant any disrespect to the Mayor or Councillors as he held them in high esteem. District Cllr welcomed the opportunity to consign the matter to the past and move on.

District Cllr Leppington provided Members with a written report, the contents of which were duly noted (Appendix B).

Responding to a question raised earlier in the meeting, District Cllr Leppington believed that the funding bid for the outer gates at the Harbour had been unsuccessful as finance could not be found to effect the necessary repairs as he felt that "funding bid" had been an internal one.

Cllr Harris recalled that historically £14m had been spent on consultations regarding the Cinderford Northern Quarter and questioned why funding was now being sought to develop the spine road and unlock further development plots. District Cllr Leppington felt that over

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2019/02/11 – 112

£20m had been spent on the site since its inception and he stated that he would like to see a public inquiry into the matter, as funding had been spent on the road to unlock the college site, but no funding existed to unlock the other sites, which he felt to have been a huge waste of taxpayers money.

17. COUNTY COUNCILLOR REPORT

County Cllr Preest felt that Stagecoach had a huge challenge as the service was 8% down on concessionary users. County Cllr Preest advised that he would attend a meeting with Stagecoach the following day to review the situation. Members were informed that a local bus company had withdrawn from some routes and it was felt that reductions may be seen on some other routes.

County Cllr Preest expressed a belief that Transport for Wales had improved the service although a reduction in passengers may be seen due to the remove of the Severn Bridge tolls.

Members were informed that a productive meeting had taken place between County Cllr Preest, County Council Officers and representatives from Aylburton Parish Council, Lydney Cricket Club and Lydney Town AFC regarding the proposed cycle route links.

County Cllr Preest was delighted to announce that Lambsquay Road would be resurfaced in the forthcoming weeks.

18. COUNCILLOR REPORTS

Cllr Vaughan wished to highlight the electorates concern that a local bus operator had chosen to withdraw from certain routes.

Cllr Legg advised that vehicles were being parked in Lakeside Avenue which were causing obstructions to members of the public. Cllr Legg advised that no response had been received from Gloucestershire County Council's Local Highway Manager.

Cllr Tremlett reported that she had attended an event which sought to capture and preserve stories of Lydney.

Cllr Ives reported that he had attended a litter pick of the Harbour with Cllr Tremlett, the Forest Wombles, the crew of Lydney Fire Brigade and members of Lydney Hub. Cllr Ives also informed Members that the next Working Party meeting for Party in the Park would take place on Tuesday 12 February and encouraged all Members to attend.

Cllr Harris reported that issues were still being experienced with anti-social behaviour with vehicles in Newerne Street Car Park. Cllr Harris also advised that she had received reports that people had gained unauthorised access to the inside of the Tuffins Store.

19. PRESS RELEASE

Cllr Ives was requested to formulate a Press Release on the Letter of Support and funding sum which had been earmarked in respect of Lydney Hub.

 Action by – Cllr Ives

LYDNEY TOWN COUNCIL

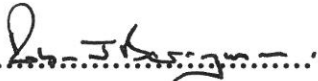
FULL COUNCIL MEETING – 2019/02/11 – 113

20. **MEETING DATES**

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

- 18 February 2019 at 7.00 pm - Finance and Scrutiny Committee
- 11 March 2019 at 6.00 pm - Planning and Highway Committee
- 11 March 2019 at 7.00 pm - Full Council

Meeting closed at 9.15 pm

Chairman 

Date 11-3-19

Actions from Full Council meeting on 14 January 2019

Agenda Item	Action
4.	<ul style="list-style-type: none"> • CEO to amend the agenda item to reflect that the Council would receive an update from the Police, if appropriate. Done • CEO to write to Lydney Car Wash to request that they cease feeding the pigeons. Visited site to advise them in person.
9b.	CEO to submit the Council's Precept Demand to Forest of Dean District Council early February 2019. Done
11.	CEO to request specified "free" parking dates from Forest of Dean District Council. Done, outcome awaited
12.	<ul style="list-style-type: none"> • CEO to write a strong letter to the Gloucestershire Association of Parish and Town Councils listing Council's concerns which had not been addressed appropriately. Done, response awaited
13.	<ul style="list-style-type: none"> • CEO to put forward Cllr Ives's name as the Council's nomination to attend a Buckingham Palace Garden Party on 29 May 2019. Done
18.	<ul style="list-style-type: none"> • CEO to ensure that an agenda item is included for February Full Council meeting in order that the Council may consider if it wished to record its meetings. Agenda item

PS.

Report for Lydney Town Council

5 Acres – Full Council agreed to purchase the site from Homes England in October 2018. The process of transferring the land is underway. To date we are still waiting to take ownership of the site. All preliminary requirements prior to ownership are being undertaken such as an asbestos survey.

Foxglove Gardens – Groundwork commenced on 21st January – completion is targeted for the end of 2019.

Lydney Docks Regeneration – Our bid for £1.9 million of Coastal Community funds has been submitted.

Cinderford Northern Quarter – Highway design consultants have produced a report on the extension of the spine road and expansion of an allocated employment site. FODDC has bid for funding to develop the spine road and unlock further development plots.

Forest Economic Partnership – FODDC won the Federation of Small Businesses local authority award for 'Most innovative small business campaign' for their work to establish the FEP.

The Education and Skills sub-group have been instrumental in the introduction of a flexible work placement scheme at Dean Magna School. The Transport and Infrastructure sub-group are bidding for a project promoting the use of electrical vehicles.

A transport study on the Chepstow congestion problem, jointly commissioned by Monmouthshire and Gloucestershire County Councils has suggested that a bypass around Chepstow, potentially costing more than £100 million could be one of the several solutions to the problem.

A new motorway junction along the M48 and improved rail services have also been recommended for future consideration.

