

# LYDNEY TOWN COUNCIL

## FULL COUNCIL MEETING – 2012/11/26 – 102

MINUTES OF THE EXTRA ORDINARY TOWN COUNCIL MEETING held in the Council Chamber, Claremont House, Lydney on Monday 26 November 2012 at 6.45 pm.

**PRESENT:** Cllrs B Berryman (Chairman), D Biddle, D Edwards, C Harris, V Hobman, J James, W J Osborne and B Pearman

One member of the public  
Mrs J Smailes – Chief Executive Officer (CEO)  
Miss C Wheeler – Executive Officer (EO)

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

Councillors discussed Agenda item 4 – Lydney Hall Management Committee prior to Agenda item 3 – Christmas Lights Switch on. However, the minutes reflect the order as shown on the agenda.

1. **APOLOGIES**

Apologies for absence were received from Cllrs Bonser, Cooksley, Matthews, S Osborne, Preest, Thomas and Thompson and duly accepted.

2. **DECLARATIONS OF INTEREST**

Cllr Edwards – Agenda Item 4 – Lydney Town Hall Trust Management Committee

3. **CHRISTMAS LIGHTS SWITCH ON**

Five representations were received to reconsider this matter, due to the cancellation of Jinglefest this year. Members noted that the Council had been invited to join the Christmas celebrations which had been organised by the Lydney Town Hall Management Committee (LTHTMC) and that a quantity of mince pies (approx. £37.00) and mulled wine (approx. £89.00) had been purchased/ordered (via the Mayor's allowance), for distribution to members of the public at the event. It was noted that the Mayor would now switch on the Christmas tree lights at the Town Hall at 6.00 pm and that the CEO had requested that LTHTMC provide an area of safe storage for the aforementioned hospitality.

During discussion, Councillors were informed that they would need to make provision for heating the mulled wine and keeping it warm during the event, decanting same and the Mayor was requested to supply a quantity of cups. During the meeting Cllr Biddle obtained consent of the Town Hall's bar tenant, Mr Huw Lloyd-Jones to use the kitchen to heat the mulled wine. Mr Huw Lloyd-Jones confirmed that he did not object to the Council dispensing hospitality. The CEO also informed Members that she had requested that LTHTMC provide the Council with a table close to an electrical socket in the foyer, from which Councillors would dispense hospitality, however, she had yet to receive confirmation from LTHTMC that these would be provided.

Councillors were then asked to agree who would be available to attend, not only to set up the hospitality, but to also dispense it. It was noted that Councillors would need to be in attendance from 3.00 pm onwards in order to heat the mulled wine. A number of Councillors advised that they would not be available due to prior commitments.

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However, Cllr Pearman advised that he would be available to cover from 4.00 pm to 7.00 pm.

Cllr Harris recommended that contact be made with Cllr Matthews, as it was felt that she may be able to provide a gas burner. However, during discussion Cllr Berryman agreed to provide two urns in which to heat up/keep warm the mulled wine.

Consideration was given towards issuing a press release advising that in 2013 the Council wished to purchase their own supply of Christmas lighting, which Members hoped would be an improvement on previous displays. Cllr Hobman reported that she had received one complaint from a local business regarding the provision of lighting.

4. **LYDNEY TOWN HALL MANAGEMENT COMMITTEE (LTHTMC)**

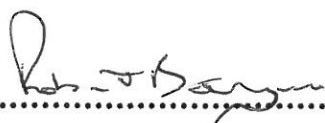
Members were provided with a copy of the notes from the informal meeting which took place on 16 November 2012. Cllr Berryman emphasised that the meeting had resolved a number of issues which has arisen, particularly regarding a lack of communication between LTHTMC members and LTHTMC and the Council. An overview of the meeting was then given by Cllr Berryman.

It was noted that the Chairman of LTHTMC had been asked to ensure that the Council was shown as a Trustee of Lydney Town Hall on the Charity Commission website. Furthermore, that the Council had requested that the Charity Commission cancel the password which had been issued to the Chairman of LTHTMC, as only the Trust's Auditor should have the facility to amend the details held on the Charity Commission's website and that the Town Hall's website currently showed 21 Trustees, which was a breach of the agreed number of Trustees (19) which had been set by Lydney Town Council. Cllr Edwards agreed that he would arrange for the "management" e-mail address at Lydney Town Hall to accept e-mails from CEO's and Executive Officer.

During discussion Cllr Edwards believed that the Chairman of LTHTMC had received a letter from the Trust's current auditor enquiring if they wished to re-appoint them and he stated that a decision on this would be taken by Trustees. Discussion then took place on the Christmas event which had been arranged by Lydney Town Hall, which had originally been cancelled, then re-organised at short notice and concern was mooted by Council as a number of LTHTMC Trustees had been present at the previous Council meeting and had not informed Council of said arrangements which would have negated the necessity for the Extra Ordinary meeting.

Cllr Berryman concluded by expressing an appreciation for the work undertaken by LTHTMC and he felt that both organisations had found the meeting to be most beneficial and enlightening.

Meeting closed at 7.13 pm

Chairman ..... 

Date ..... 11/12/2012 .....