

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2018/09/10 – 36

MINUTES OF THE LYDNEY TOWN COUNCIL MEETING held in the Council Chamber, Claremont House, Lydney on Monday 10 September 2018 at 7.02 pm.

PRESENT: Cllrs B Pearman (Chairman), D Biddle, R Christodoulides, K Greening, C Harris, H Ives, W Leach, C Legg, B Pearman, A Preest and K White

Mr T Beveridge, Head Teachers, The Dean Academy

Ms J Fox, Chair of Governors, The Dean Academy

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

One member of the public

Mrs J Smailes – Chief Executive Officer (CEO)

Miss C Wheeler – Executive Officer (EO)

Cllr Pearman 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 Pearman welcomed Mr Beveridge and Ms Fox to the meeting. Mr Beveridge expressed thanks to the Council for inviting himself and Ms Fox to attend the meeting in order that they may update Members on the important changes which had taken place at the school in advance of the new academic year. Members were informed that the school had just received their exam results which had recorded an increase in the number of pupils attaining the required pass grades for English and Maths and also an increase in the number of pupils attaining top grades/passing science exams.

Mr Beveridge reminded Members that during the last academic year the school had assumed a restorative practice approach which had resulted in three members of staff being trained in this approach. Engagement had taken place with the community and parents to launch the new vision for the school which was based around pupils enjoying their time at school, achievement and a desire for the school to be at the centre of the community. A new behaviour policy had also been launched involving the principles of restorative practice and Mr Beveridge explained how this approached worked. Members were informed that the school had also taken the step of banning mobile phones from school grounds.

Ms Fox explained the school's aim to provide pupils with a "toolkit" which they could use outside school in their everyday life. The school recognised that there was a gap between the number of young people in local primary schools and those which go on to attend the Dean Academy and were seeking to understand why some parents were reluctant to send their children to the school.

Cllr Vaughan explained that she had recently taken over the role as the Council's representative for education/youth and expressed a desire to become involved with the School Council. Mr Beveridge confirmed that this would be possible. Cllr Ives congratulated the school on the huge amount which they had to celebrate. Cllr Preest felt that confidence from the feeder schools would increase and Mr Beveridge spoken on the actions the school would take over the current academic year to engage further with feeder schools and increase parental confidence. Responding to a question posed by Cllr Harris, Mr Beveridge advised that the school had already forged close links with the Police and that the PCSOs for the Town regularly participated in assemblies. The recent act of vandalism which had occurred in Bathurst Park was highlighted and it was felt that the strongest message that this type of behaviour was not acceptable would be conveyed by young persons to their peers. Members noted that pupils at the school had participated in a community litter pick during the last academic year and Mr Beveridge and Ms Fox expressed a desire for the

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school to be involved in any similar events in the future

There being no further questions Mr Beveridge and Ms Fox excused themselves from the meeting at this point.

1. **APOLOGIES**

Apologies for absence were received and noted from Cllrs Berryman, Christodoulides and Leach.

2. **DECLARATIONS OF INTEREST**

None.

3. **MINUTES OF PREVIOUS MEETING**

Approval of the minutes of the Town Council meeting held on 9 July 2018 were **proposed by Cllr Ives, seconded by Cllr Legg.** Unanimous.

4. **POLICE MATTERS**

Members were provided with the crime figures for July and August which had been provided by the Police. Members preferred the new reporting format as they felt it to be easier to understand. Responding to a question raised by Cllr Preest the CEO advised that no commitment had been given by the Police to attend Council meetings on a quarterly basis, however, she attended a monthly meeting with an Officer in order to communicate Council's concerns.

Members were informed that the tree which had been set alight in Bathurst Park had, after the Police and Fire Brigade had investigated the incident, not been classed as an arson attack. Members disputed this classification and requested the CEO pursue the matter further with the Police as the tree had been healthy prior to the incident.

Concern was expressed over a lack of Police Officers for the Forest and the length of time taken for someone to respond to an incident reported via 101. Cllr Holmes reported that a member of public had travelled to Coleford for a scheduled appointment with an Officer only to find on arrival that no one was available to operate Reception and when they did manage to obtain an answer, via a telephone, they were informed that there were no Officers in the Forest and the person answering the telephone was based in Quedgeley. The CEO was requested to express Member's concerns to the Police in relation to this point.

The CEO informed Members that a meeting would take place at Forest of Dean District Council on 17 September 2018 to discuss Newerne Street Car Park at which the Town Council would reiterate its previous resolution that it would not cover the cost of installing a CCTV camera in the District Council's Car Park; it was the District Council's asset and therefore up to Forest of Dean District Council to maintain. Responding to a question which had been raised by Cllr Ives, Members were informed that no further information had been received regarding the possibility of installing traffic calming measures in Newerne Street Car Park.

During discussion concern was expressed over the drug activity which took place in the Hams Road Car Park together with the fact that vehicles were using the Town as a race track during the early hours of Saturday mornings; concern was expressed that members of the public may take matters into their own hands to address such issues if the Police did not take steps to address such matters.

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5. **YOUTH FORUM**

Youth Engagement

Members noted the resignation of Cllr Ives as the Council's joint representative for education/youth liaison.

Cllr Vaughan expressed a desire to invite a representative from Lydney Hub to address the Council at a future meeting. Members noted recent criticism in the local press regarding youth provision and Cllr Preest suggested that a meeting be held between all Lydney District Councillors and Lydney Town Councillors in an attempt to find a way to address the issue. Members were reminded that the Town Council had previously resolved to promote youth activities locally via Lydney Community Centre and as such had resolved not to provide grant funding aimed at employing a Youth Worker.

After a short discussion it was **proposed by Cllr Vaughan, seconded by Cllr Harris**, that two representatives from Lydney Hub would be invited to attend the November Full Council meeting in order to update Council on the action which they have taken to date and their vision and values for the youth of the future. Vote carried.

It was agreed that Cllr Vaughan would contact Lydney Hub and extend the Council's invitation.

Action by – Cllr Vaughan

6. **OPEN FORUM**

No requests to speak were received.

7. **COMMUNICATIONS BY THE MAYOR**

No report given due to the absence of Cllr Berryman.

8. **CEO'S REPORT**

A copy of the CEO's 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:-

- Members were informed that Gloucestershire Police did not operate a Drug Education Van, however, PS Doyle would make enquires to ascertain if a Drug Education Worker would be willing to visit and would inform Lydney Recreation Trust of any associated cost.
- Cllr White gave a commitment to contact NatWest again to obtain a response regarding the condition their former building was left in upon their departure.

Audit Roster & Councillor Surgery Roster

Further to a request by a Member, additional copies of the above rosters were issued.

By-Election

Members noted that following Mr D Pugh's resignation Forest of Dean District Council had received the requisite number of requests for a By-election which would result in a charge to the Council in excess of £4,000.00.

WW1 Soldier Silhouette

Prior to the meeting Members were provided with details of the cost of a WW1 Soldier Silhouette together with an example of the designs available.

MS

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Members noted that each silhouette cost £150.00.

After a short discussion it was **proposed by Cllr White, seconded by Cllr Harris**, that the Council would purchase silhouettes for the following locations and would endeavour to include a naval and air force silhouette, if at all possible. Vote carried.

- Gateways
- Bathurst Park Memorial Garden
- Primrose Hill

Action by – the CEO

9. FINANCIAL MATTERS

August Financial Statement

FINANCIAL STATEMENT -	AUGUST 2018		
<u>Opening Bank Balances as 1st April 2017</u>			
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	<u>£10,303.48</u>
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		
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	See Separate Sheet
Receipts AUGUST			
Receipts SEPTEMBER			
Receipts OCTOBER			
Receipts NOVEMBER			
Receipts DECEMBER			
Receipts JANUARY			
Receipts FEBRUARY			
Receipts MARCH			
Lydney In Bloom: Income banked to LIB current a/c		850.00	
		Total Receipts YTD	
		286,787.68	
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		See Below
Payments SEPTEMBER			

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Payments OCTOBER
 Payments NOVEMBER
 Payments DECEMBER
 Payments JANUARY
 Payments FEBRUARY
 Payments MARCH
 Payments PRIOR TO YEAR END

Lydney In Bloom: Cheque Payments to date from LIB a/c

742.57
Total Payments YTD **297,239.38**
430,620.36

Reconciled Bank Statements as at end		JULY 2018	
LLOYDS BANK - Current account			106,245.53
LLOYDS BANK - Lydney In Bloom - Current			871.87
LLOYDS BANK - LGPS - Current			15,992.93
LLOYDS BANK - Earmarked Reserves:			
S106	29,191.50		
Lydney War Memorial	2,000.00		
Play Areas (General)	5,000.00		
Play Area (Leaze Court)	9,439.12		
Leaze Court (GCC & Aviva Grant)	600.00		
Cemetery	13,842.14		
Cemetery: St Mary's Churchyard/Wall	4,500.00		
Cemetery: Memorial Testing	12,000.00		
Cemetery: Additional Burial Space	20,000.00		
Cemetery: Additional Burial Space	1,500.00		
Election Costs	12,000.00		
Machinery	7,599.03		
Town Events/Christmas (Grotto Etc)	7,000.00		
Contingency	4,000.00		
Civic	1,000.00		
Pear Mapping: Cemetery	4,000.00		
		133,671.79	
LLOYDS BANK - General Reserve		173,838.24	307,510.03
Bank Balances as at:	31-JULY-18		430,620.36

JULY PAYMENTS			Chq. No		Description/Spending Power:
<u>Payment made by Direct Debit/Standing Order</u>					
BNP Paribas Leasing	09.07.18	378.00	Qrtly		Telephone
Interflora	10.07.18	35.00	Debit Card		Recharge BPRT
WL IT Fuel Genie	13.07.18	405.74	Mthly DD		Fuel/Mower/Cemetery Maintenance
ADT	16.07.18	52.70	Qrtly DD		CCTV
ADT	16.07.18	214.71	Qrtly DD		Establishment
Konica Minolta	16.07.18	530.83	Qrtly DD		Photocopier
Sage UK Ltd	18.07.18	1,028.28	Annual DD		Establishment
Barriers Direct	19.07.18	203.71	Debit Card		Play Area Maintenance
Forest Equipment Services Ltd (July)	20.07.18	985.18	Mthly STO		Litter – General/Harbour/Dog Waste
EE & T-Mobile	23.07.18	14.08	Mthly DD		Telephone
FoDDC	23.07.18	75.00	Mthly DD		Cemetery Maintenance
Cable Stream	25.07.18	134.42	Monthly DD		Telephone
Bathurst Park & Recreation Trust	26.07.18	2,934.51	BACS		Donation
Bins & Benches	27.07.18	143.98	Debit Card		Recharge BPRT
Redline Telecom	28.07.18	38.94	Mthly DD		Telephone
		7,175.08			
<u>Payments for approval in Lieu of meeting:</u>					
Wellers Hedley	09.07.18	2,665.68	9087	Ad Hoc	Legal
		2,665.68			
Payments for approval in lieu of Meeting – August					
Recess:					
Corporate: Payroll		13,325.28	BACS	Monthly	August
Corporate: HMRC		4,647.37	BACS	Monthly	August
Corporate: Glos LGPS		4,792.63	BACS	Monthly	August
	Payments Sub	22,765.28			
	Total				
Alison Crawshaw		150.00	9088	Monthly	Free Lance Grant Fundraiser



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Eco Blue	60.00	9089	Annual	C/F 17/18 Building Maintenance
Exhaust Tyres & Batteries	73.20	9090	Annual	UTV Running Costs
Forest Equipment Services Ltd	109.68	9091	Qrtly	Litter – Dog Waste
Gooch Group Ltd	61.01	9092	Ad Hoc	Establishment
Light Fantastic DIY Ltd	215.29	9093	Monthly	Playarea Maintenance/Street Furniture
Lydney Settled Estate	45.00	9094	Ad Hoc	Play area Maintenance
Mincost Ltd	46.88	9095	Ad Hoc	Trees
Office Star Group Ltd	377.72	9096	Monthly	Stationery
The Society of Local Council Clerks	208.00	9097	Annual	Subscriptions
Travis Perkins Trading Co Ltd	11.14	9098	Ad Hoc	Play area Maintenance
Expenses	115.00	9099	Ad Hoc	Corporate
Expenses	54.60	9100	Monthly	Civic
Bathurst Park & Recreation Trust	4,464.60	9101	Qrtly	VAT Repaid
Lydney Recreation Trust	797.41	9102	Qrtly	Vat Repaid
Cash	139.79	9103	Monthly	Tph/Estb/Mtg Costs
PKF Little John	1,560.00	9014	Annual	C/F 17/18 Audit
Gloucestershire County Council	2,475.42	9105	Ad Hoc	C/F 17/18 VAS Sign
Chq Written back	-20.00	8836		

Payments for approval: Sub total **10,944.74**

TOTAL PAYMENTS AUGUST 43,550.78

LYDNEY IN BLOOM

Coinros Park Nurseries Ltd	35.95	0021
Total	<u>35.95</u>	

A list of unrepresented Cheques (For Information only)

Forest Equipment Services Ltd	27.42	9070
Gloucestershire Playing Fields Association	100.00	9073
Mincost Ltd	25.16	9075
Relay for Life	150.00	9083
Total	<u>302.58</u>	

September Financial Statement

FINANCIAL STATEMENT -

SEPTEMBER 2018

Opening Bank Balances as 1st April 2017

LLOYDS BANK - Current account	96,414.19	
LLOYDS BANK - Lydney In Bloom - Current	764.44	
LLOYDS BANK - LGPS - Current	15,990.28	

2017/18 Commitments Brought Forward

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

LLOYDS BANK - General Reserve

157,280.22
170,622.93 **327,903.15**
441,072.06

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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	See separate Sheet
Receipts SEPTEMBER		
Receipts OCTOBER		
Receipts NOVEMBER		
Receipts DECEMBER		
Receipts JANUARY		
Receipts FEBRUARY		
Receipts MARCH		
<i>Lydney In Bloom: Income banked to LIB current a/c</i>	850.00	
Total Receipts YTD	289,140.05	

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	See Below
Payments SEPTEMBER	26,662.87	See Below
Payments OCTOBER		
Payments NOVEMBER		
Payments DECEMBER		
Payments JANUARY		
Payments FEBRUARY		
Payments MARCH		
Payments PRIOR TO YEAR END		
<i>Lydney In Bloom: Cheque Payments to date from LIB a/c</i>	742.57	
Total Payments YTD	323,902.25	
	406,309.86	

Reconciled Bank Statements as at end	AUGUST 2018	
LLOYDS BANK - Current account		79,895.04
LLOYDS BANK - Lydney In Bloom - Current		871.87
LLOYDS BANK - LGPS - Current		15,993.61
LLOYDS BANK - Earmarked Reserves:		
S106	29,191.50	
Lydney War Memorial	2,000.00	
Play Areas (General)	5,000.00	
Play Area (Leaze Court)	9,439.12	
Leaze Court (GCC & Aviva Grant)	600.00	
Cemetery	13,842.14	
Cemetery: St Mary's Churchyard/Wall	4,500.00	
Cemetery: Memorial Testing	12,000.00	
Cemetery: Additional Burial Space	20,000.00	
Cemetery: Additional Burial Space	1,500.00	
Election Costs	12,000.00	
Machinery	7,599.03	
Town Events/Christmas (Grotto Etc)	7,000.00	
Contingency	4,000.00	
Civic	1,000.00	
Pear Mapping: Cemetery	4,000.00	
	133,671.79	
LLOYDS BANK - General Reserve	175,876.65	309,548.44
Bank Balances as at: 31-AUG-18		406,309.86

SEPTEMBER PAYMENTS

		Chq. No	Description/Spending Power:
Payment made by Direct Debit/Standing Order			
Mailbox Drop	115.63	Qrtly BACS	Newsletters
ATOS Fuel Genie	322.83	Mthly DD	Fuel/Mower/Cemetery Maintenance
Forest Equipment Services (August)	985.18	Mthly STO	Litter-General/Harbour/Dog Waste
FoDDC	75.00	Mthly DD	Cemetery Maintenance
EE & t-Mobile	14.08	Mthly DD	Telephone

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Cable Stream	133.09	Mthly DD	Telephone
Redline Telecom	38.94	Mthly DD	Telephone
Lady Haigh Poppy	41.00	Debit Card	S137
FoDDC	21.00	Debit Card	Recharge
	<u>1,746.75</u>		
<u>Interim Payments made in advance of Meeting:</u>			
Forest Equipment Services Ltd	109.68	9106	Monthly Litter/Dog Waste
	<u>109.68</u>		

Payments for approval at Meeting held on: 10th September

Corporate: Payroll	13,472.24	BACS	Monthly	September
Corporate: HMRC	4,833.14	BACS	Monthly	September
Corporate: Glos LGPS	4,929.71	BACS	Monthly	September
	<u>23,235.09</u>			
	Payments Sub Total			
A Crawshaw	238.80	9107	Monthly	Free Lance Grant Fundraiser
Columbaria Company	84.00	9108	Ad Hoc	Cemetery Plaques
Light Fantastic DIY Ltd	19.58	9109	Monthly	Play area Main/Estb/Cemetery Maintenance
Lydney Settled Estate	30.00	9110	Ad Hoc	Play are Maintenance
Mincost Ltd	80.64	9111	Ad Hoc	Machinery/Tools/Repairs
Office Star Group Ltd	41.19	9112	Monthly	Stationery
Travis Perkins Trading Co Ltd	25.97	9113	Ad Hoc	Play area Maintenance
Lydney Tennis Club	1,000.00	9114	Ad Hoc	C/F Grants 17/18
Cash	51.17	9115	Monthly	Estb/Mtg Costs/Civic/Christmas Event
	<u>1,571.35</u>			
	Payments for approval: Sub total			
	<u>26,662.87</u>			
	TOTAL PAYMENTS		SEPTEMBER	

A list of unrepresented Cheques (For Information only)

Mincost Ltd	25.16	9075
Lydney Settled Estates	45.00	9094
Mincost Ltd	46.88	9095
SLCC	208.00	9097
Expenses	54.60	9100
	<u>379.64</u>	
	Total	

Monthly Payment Listing – Month 6

Receipt of the monthly payment schedule (Month 6 – including the transfers/virements shown below) was **proposed by Cllr Harris, seconded by Cllr Greening.** Unanimous.

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

Virements

<u>Amount</u>	<u>From</u>	<u>To</u>
£500.00	Lydney In Bloom	Gateway 1 (Coinros Contract)
£160.00	Notice Boards	Gateway 1 (Coinros Contract)
£200.00	Trees	Street Furniture

Transfers

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

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Lydney Town Council Debit Card

Date of Transaction	Supplier	Details of Purchase	Amount of Expenditure	Name of LTC Employee placing order
18.7.18	Barriersdirect	2 x removable bollards with reflectors for Primrose Hill	£203.71	Carol Wheeler
26.7.18	The Bins-n-Benches Group	4 x rabbit traps	£143.98 including delivery To be recharged to the Bathurst Park and Recreation Trust	Carol Wheeler
29.8.18	Forest of Dean District Council	Temporary Event Notice in respect of music at Fireworks	£21.00 To be recharged to the Bathurst Park and Recreation Trust	Carol Wheeler
29.8.18	Lady Haig's Poppy Factory	No. 7 Poppy Wreath	£41.00 (including delivery) S137 EXPENDITURE	Carol Wheeler

In House Audit

Cllr Pearman reminded his fellow Councillors that both the Independent Internal and External Auditors examined the Council's Governance when undertaking their audit; part of the Council's Governance required regular in-house audits to be undertaken by Members. Cllr Pearman drew attention to the comments which had been made by the Independent Internal Auditor concerning a lack of Member attendance at such audits.

Members were reminded of the requirement for the Mayor and CEO to sign the Governance Statement contained within the Annual Governance and Accountability Return. However, the Mayor and CEO stated that they would not continue to sign such if Members did not attend their rostered in-house audit session in order that they may check that the Council was adhering to its Governance and financial protocol.

End of Year External Auditor Report & Certificate for 2017/18

Members noted that the End of Year External Auditor Report for 2017/2018 had been received and no comments from the External Auditor had been received.

10. SCHEME OF DELEGATION

Prior to the meeting Members were provided with a copy of a Scheme of Delegation for their consideration. Cllr Pearman advised that the Scheme formalised the existing arrangements for both Members and Council Officers. Adoption **proposed by Cllr Harris, seconded by Cllr Preest**. Unanimous.

11. FORMAL CORESPONDENCE RECEIVED

- Mr R Brown – Letter of complaint regarding noise, litter and anti-social behaviour in Newerne Street Car Park. *Letter forwarded directly to Forest of Dean District Council the Authority responsible for the car park.*

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- Environment Agency – E-mail from Jason Walker, Flood Resilience Advisor, advising that the rainfall intensity gauge would be sited at Norchard Heritage Railway Station on 21 August 2018.
- Gloucestershire Association of Parish and Town Councils – E-mail from Ms Alison Robinson, Chief Executive Officer, advising that a meeting would be convened at 7.00 pm on 13 September 2018 at Cinderford Town Council to explore further the establishment of a youth association.
- Forest of Dean District Council – E-mail from Mr A Chapman, Sustainability Team Leader, inviting the Council to appoint a representative to attend a presentation at 5.00 pm on Tuesday 2 October 2018 by Andy Bell, North Devon Biosphere Reserve, in the Council Chamber, Coleford. *Cllr J Greenwood volunteered to attend the meeting on behalf of the Town Council.*
- Forestry Commission England – E-mail sent on behalf of Kevin Stannard, Deputy Surveyor of the Forest of Dean, and Forest Management Director of West of England Forest District, inviting the Council to appoint a representative to attend a presentation on “Our Shared Forest” to be held at The Speech House Hotel on Friday 5 October 2018 from 10.00 am to 4.00 pm. *Cllr A Preest volunteered to attend the meeting on behalf of the Town Council.*
- Horizon Nuclear Power – Providing a copy of their Oldbury Community Update Newsletter for Summer 2018.
- District Cllr A Grant, Forest of Dean District Council – Telephone call extending an invitation for any interested Town Councillors to listen to a presentation from two members of Dean Forest Railway on their proposals for Lydney’s Mainline Station. The presentation will form part of the Planning Policy Support Group’s next meeting on Monday 24 September 2018 at 5.00 pm in the Council Chamber, Coleford.
- Gloucestershire Market Town Forum – E-mail from Richard Wakeford, Chairman advising of a new initiative which the Forum plan to take forward in the coming year.
- Ms C Hughes, Monitoring Officer, Forest of Dean District Council – Members were provided with a copy of the letter which had been received and the response duly tendered. Noted.

12. 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.

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.

MS.

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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.

Coastal Communities Team (CCT)

Cllr Pearman informed Members that the funding bid to RDPE had been unsuccessful; that the key issue had involved a lack of regeneration for employment; that the next meeting would take place on 18 September 2018 during which a presentation would be received from Dean Forest Railway on their proposals.

Community Safety Partnership

No report given.

Market Town's Forum

Discussed as part of correspondence.

Flood Defence Stakeholder Meeting

No meeting had taken place since the last meeting.

Forest of Dean Health Forum

Cllr Pearman advised Members that the Council had written in support of the plans which had been proposed by the Friends of Lydney Hospital and Members were provided with a copy of said letters. It was noted that Cllr Pearman had attended the outcome meeting which had been held at Forest Hills Golf Club which ultimately supported the location of a new hospital facility in Cinderford. Members were advised that the Friends of Lydney Hospital had not given up their challenge and were considering their options.

Cllr Preest advised that he was attempting to "call the decision in" via Gloucestershire County Council's Health and Scrutiny Committee in order that the decision could be scrutinised, as questions still surrounded increases in population and availability of public transport. **Cllr Biddle proposed** that the Town Council support Cllr Preest's efforts. **Seconded by Cllr Harris.** Vote carried.

Multi-use Track Stakeholder Meeting

Cllr Greenwood advised that no meeting had taken place since the last meeting.

Cllr Pearman drew attention to the agenda which had been advertised for West Dean Parish Council's meeting the previous week which proposed that the cycle link between Lydney and Parkend be included in the Forest Edge Neighbourhood Development Plan.

Members were advised that Lydney Town Council had been asked by West Dean Parish Council to confirm if it was still willing to participate in the proposals. It was noted that West Dean Parish Council had been informed of the names of the Council's representatives (Cllrs Greenwood and Berryman), together with the fact that the Council would not commit to providing any funding for the proposal until such time such details were considered by Full Council, including any route changes.

Parish and Town Council Liaison Meeting

Cllr Ives confirmed that he would attend the next meeting on 19 September 2018 and he expressed thanks to District Cllr Leppington for facilitating a change of meeting day.



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13. **DISTRICT COUNCILLORS REPORT**

No report received.

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

District Cllr Leppington provided Members with a written report, the contents of which were duly noted (Appendix B). It was noted that in the future District Cllr Leppington would provide such a report in writing one week in advance of the meeting. A verbal report was then given on the following matters:-

Responding to a question posed by Cllr Ives, District Cllr Leppington advised that report from the Peer Challenge exercise had been positive overall and would be made a public document. The report highlighted the need to interact more fully with the Local Enterprise Partnership; issues around Forest of Dean District Council's Asset Management as funding was being progressively cut and diversification of investments. Responding to a question raised by Cllr Pearman District Cllr Leppington believed that Officers had performed due diligence to ensure that Forest of Dean District Council's investments were ethical.

Cllr Holmes enquired if an update could be provided on Lydney Harbour. District Cllr Leppington advised that the funding bid had been unsuccessful.

District Cllr Leppington was reminded that historically Parish and Town Councils had been asked to take on leisure facilities. The CEO enquired if the District Council had any thoughts on passing on the Lydney facility. District Councillor Leppington advised that the District Council had commissioned a strategy to examine leisure provision across the District but would not make comment on the future of leisure facilities in Lydney or generally.

Cllr Pearman expressed concern that the Local Planning Authority did not make a substantial comment regarding healthcare provision across the District; that during the recent consultation on the location of a new hospital for the Forest a Planning Officer only spoke about projected house numbers. District Cllr Leppington gave a commitment to forward Cllr Pearman's question to the relevant Portfolio Holder – District Cllr Grant.

Noting that Lydney had been allocated the majority of new housing development for the District, Cllr White questioned if the District Council possessed a regeneration strategy for the Town. Cllr White acknowledged that the District Council was engaged in the improvement of Lydney Harbour; he expressed a desire to view a strategy which would push the Town forward and welcomed the opportunity for the Town Council to be provided with feedback over future meetings. District Cllr Leppington advised that when the current Cabinet had been formed it had been felt that greater prominence had been placed on Cinderford which was something which the Cabinet were seeking to address. Whilst he appreciated improvements at the Harbour may be conducted in partnership with a private business, Cllr White stressed the need to remedy issues which were being experienced in the Town (e.g. Newerne Street Car Park) together with the need to adopt a "forward thinking" approach.

Cllr Harris excused herself from the meeting at this point.

Cllr Pearman highlighted the issue of employment sites being tied to housing developments. Particular reference was made to the East Lydney site (Lydney A) for which the developer was now seeking to omit access to the majority of employment land from their current

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LYDNEY TOWN COUNCIL

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planning application. Concern was expressed that the developer's current application would be granted consent and the need for the Cabinet to be strong/uphold the needs of the Town, over the desire to provide increased housing, was stressed.

Concern was expressed by Cllr Biddle over a lack of transparency over S106 Contributions. Members were reminded that organisations/clubs had been advised to contact an Officer with their "wish lists" relating to S106 funding, however, they had since been advised that no funding was available and that it was up to each individual organisation/club to monitor planning applications submitted for the Town and submit a "wish list".

15. **COUNTY COUNCILLOR REPORT**

County Cllr Preest expressed thanks for support over the railway consultation; advised that the Lengthsman Scheme would return to the Town shortly and requested that Members submit details of any issues which could be addressed by the Scheme directly to himself. County Cllr Preest advised that the "Growing our Communities" funding scheme was proving to be a popular source of funding.

16. **COUNCILLOR REPORTS**

Cllr White advised that he had received a formal offer regarding a Masters Course in Dementia and would commence his studies on 17 September 2018.

Cllr Biddle advised that the Memory Café in Lydney Community Centre had not proved to be popular and in the future would be run by Two Rivers Housing at The Springs. It was noted that The Alzheimer's Society held a Memory Café at Lydney Town Hall.

Cllr Ives expressed thanks to County Cllr Preest in respect of the funding Cllr Ives had secured, in a private capacity, for Lydney Hub.

Cllr Vaughan expressed concern over an overgrown grassed area in Sheperdine Close which she believed to be in the ownership of Two Rivers Housing.

Cllr Vaughan expressed concern over the number of pigeons which were evident in the Town. The CEO advised that the Council had been forwarded e-mail regarding pigeons/pigeon mess from Forest of Dean District Council, however, said Authority had been informed that the Town Council was not responsible for the pigeons and that the District Council held the street cleaning contract for the Town.

17. **PRESS RELEASE**

No report to be made.

18. **MEETING DATES**

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

24 September 2018 at 6.30 pm - Burial Committee

24 September 2018 at 7.00 pm - Charitable Trust meetings

Meeting closed at 9.22 pm

Chairman

Date 8/10/2018

Actions from Full Council meeting on 9 July 2018

Agenda Item	Action
5.	CEO to include an agenda item for the next meeting of the Bathurst Park and Recreation Trust concerning the provision of recycling bins in Bathurst Park. Noted – Agenda item BHP Trust
8.	CEO to obtain costing and details of benefits afforded by a visit of the Police Anti-Drugs Van to visit Lydney Skate Park. No cost advised. Date TBC by police
9.	Delegated Powers bestowed on the CEO and Two Members in order to address August payroll and any outstanding payments during August Recess. Addressed
11.	Cllr Leach to provide the CEO with suggestions of how Lydney and its attractions may be better promoted for consideration. Pending info - Cllr Leach
12.	District Cllr Leppington to provide a response in respect to the Council's request that the date of the Parish and Town Council Liaison meeting be varied. Pending – update – DCllr Leppington
16.	<ul style="list-style-type: none"> • CEO to ensure that a request for a presentation from the Dementia Alliance Team be a future agenda item once the Six Month Rule had expired. Attendance arranged for October meeting • Cllr White to contact NatWest to register concern over the condition that their former building had been left in upon its closure. Pending – update – Cllr White

Handwritten signature

Forest of Dean District Council Update

Asset Management

- Work has commenced on developing a new asset management strategy to ensure we make best use of our assets.

Five Acres

- Negotiations between the Council and Homes England remain ongoing regarding the Council's acquisition of the site.
- Via a community focus group and survey some early work has been undertaken to establish how people would like to see the site redeveloped.

Leisure Strategy

- We received the Facilities Planning Model which considers the districts supply and demand for swimming pools and sports halls both now and projected in 2040.
- This and other information such as health profiles, deprivations statistics, site availability and economic growth will help shape our leisure strategy.

Service Level Agreements

- We are carrying out a review of the way we fund existing and new voluntary sector bodies to ensure we are meeting the needs of our communities.

Community Engagement

- District wide roadshow in 10 locations for Dementia Awareness week and 48 dementia awareness sessions held.
- 34 stray dogs collected, 24 reunited with their owners and ten successfully rehomed.

Lawnstone Site

- Planning permission has been granted to develop the site for three commercial units and ten residential units.
- Work on the materials and landscaping is continuing.
- Works are due to commence on site in October 2018.

Cinderford Regeneration

- Gloucestershire College construction on track for handover mid - August.
- Phase one of the Spine Road is being adopted by the County Council and drawings are being prepared for phase two.
- We are liaising with Homes England over the acquisition of the Northern United site.

Lydney Docks Regeneration

- Planning application approved to develop the harbour and provide visitor facilities.
- Funding bids submitted to Rural Development Programme for England and Coastal Community Fund for over £2m.

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Peer Challenge

- A Local Government Association Peer Challenge was carried out.
- The Peer team acted as “critical friends” to evaluate our ability to deliver on our plans, proposals and ambitions and assess how effective we are at delivering services.
- An action plan will be developed from their recommendations.

R .

September 2018