

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2018/11/12 – 59

MINUTES OF THE LYDNEY TOWN COUNCIL MEETING held in the Council Chamber, Claremont House, Lydney on Monday 12 November 2018 2018 at 7.00 pm.

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

Emily and Richard – Lydney Hub (Presentation only)

Mr A Sadler and Mr P Travatt, Lydney Town Hall Management Committee (Agenda Item 13 only)

One member of the Public

District Cllr J Simpson

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

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 Emily and Richard of Lydney Hub (the Hub) to the meeting. Emily expressed thanks to the Council for its invitation; advised that she had been the co-founder of the Hub; expressed a belief that the ability to support every age group to be a key factor. During her presentation Emily expressed a view that high business rates were deterring businesses from opening on the High Street and suggested that consideration should be given towards providing a community owned building which could be used to house “pop up shops” and youth services. Members were informed that it had been one year since the formation of the Hub, which was a “not for profit” organisation. Furthermore, plans were in place to create an enhanced website and operate social media accounts.

Members’ attention was drawn to the “Visions and Values” for Young People document which had been circulated prior to the meeting and Richard provided Members with a precis of the document. It was explained to Members that the Hub aimed to combat social isolation and anti-social behaviour.

Noting that the representatives had expressed an interest in obtaining building space, Cllr Berryman suggested that they may wish to contact District Cllr Leppington, Cabinet Member for Development, Asset Management, Infrastructure and Housing, Forest of Dean District Council, to ascertain if it would be possible for the Hub to use the old Registry Office, Swan Road, at a peppercorn rent as it was currently unused. However, Emily expressed concern over the use of the building as she felt that it would be preferable to use a location in a more visible area. Responding to a question by Cllr Berryman, Richard informed Members that the Hub were targeting 11-17 year olds.

Responding to an enquiry from the CEO, Richard informed Members that the Hub did not currently have any idea as to how much funding would be required to run such a facility, however, the Hub would be able to supply details of youth worker wages, WIFI contracts, etc. It was also noted that the Hub had indicated that they had commenced submitting funding applications, however, their Constitution advised that they would hold less than £5,000.00. Members were advised by Emily that at present the Hub were unsure if they required the use of a new building as it was in the process of undertaking a survey with The Dean Academy regarding what young people wished to

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see locally. It was also noted that the Hub were using Lydney Community Centre at present, but were unable to be provided with their own space at the venue.

During discussion it was noted that the Hub had already approached a local businessman to ascertain if it would be possible to use one of their properties, however, it had not been possible to agree rental terms. Emily informed Members of the Hub's idea to engage with property owners in order to encourage them to paint their premises in bright colours thereby brightening up the Town. Cllr Pearman advised that a Community Economic Development Project had been undertaken in 2015 by the Town Council which had already identified work on this idea but it had not been possible to obtain a "buy in" from retailers. Cllr Pearman also advised that in 2013 the Town had stood to gain in excess of £400,000 of Town Centre/Public Realm improvements, but this had been lost when the Sainsbury's planning application had initially been granted and then refused a month later by Forest of Dean District Council. Emily requested that Cllr Pearman share the work which had been undertaken by the Community Economic Development Project and expressed a willingness to share with the Council the results of the youth survey which the Hub were currently undertaking.

Cllr Berryman informed Emily and Richard of the Council's previous Resolution, this being that it was willing to support youth organisations locally, but had declined to contribute to Forest of Dean District Council's Youth Officer scheme which would cover the whole of the District. Emily and Richard were advised that the Council would be willing to work with the Hub to support youth engagement and explained that the Council was open and transparent in its actions despite recent reports suggesting to the contrary.

There being no further questions Emily and Richard excused themselves from the meeting at this point.

Cllr Berryman brought forward Agenda Item 13 – Lydney Town Hall Management Committee, however the minutes reflect the order as shown on the agenda.

1. **APOLOGIES**

Apologies for absence were received and noted from Cllrs Greening and Leach.

2. **DECLARATIONS OF INTEREST**

Cllr Ives – Agenda Item 5 - Youth Forum (Lydney Hub)

3. **MINUTES OF PREVIOUS MEETING**

Approval of the minutes of the Town Council meeting held on 8 October 2018 were **proposed by Cllr Ives, seconded by Cllr Preest.** Vote carried.

4. **POLICE MATTERS**

Prior to the meeting Members were provided with a copy of the report which had been received from the Police.

Members were informed that a parent had come forward and had offered to reimburse the Council regarding the act of vandalism which had been committed at Primrose Hill Mesne; that issues were still being experienced at the Hams Road Car Park (matters would be discussed at the next Trust meeting); that the fire attack on a tree in Bathurst Park had not been classed as an arson attack and that the Police had exhausted all avenues of enquiry.

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Responding to a suggestion by Cllr Tremlett, Cllr Berryman advised that the Council already held a monthly meeting with local Police Officers, during which items of concern to the Council were relayed to the Officers in order that they may be targeted.

Cllr Ives expressed a fear that vandalism in the Town was on an increase. Cllr Berryman informed Members of the engagement work which had been undertaken in Bream with young people to address anti-social behaviour which had resulted in the provision of a youth shelter. The CEO informed Members of a reluctance by the Police to take action against under 21 year olds as it was not felt that the Crown Prosecution Service would pursue formal action. Furthermore, the Police had expressed a preference that the Skatepark remain at its current location as Officers knew that young people would be gathered in one place.

5. YOUTH FORUM

Youth Engagement

Cllr Vaughan was requested to provide the CEO with details of the youth organisations which she had invited to address future Council meetings.

Action by – Cllr Vaughan

Lydney Hub

Cllr Pearman spoke in favour of the Council working with Lydney Hub (the Hub) but felt that the organisation needed to realise its ambitions and at present focus on setting up in small, dedicated building (e.g. the Old Registrars Building, Swan Road) from which they could grow.

Cllr Vaughan felt that clarification needed to be provided to the Hub on the different tiers of Local Government, as each tier were responsible for different powers and duties. Cllr Preest advised that he had explained to the Hub, at length, the responsibility of different Local Government tiers and he welcomed greater involvement from The Dean Academy with the Hub. Cllr Preest urged the Hub to compliment the other organisations which were operational in the Town. Cllr Biddle felt that some organisations were duplicating facilities which were already being provided.

Cllr Pearman felt that the Council should support the Hub if it wished to approach Forest of Dean District Council concerning the use of the Old Registrar's Building, Cllr Tremlett informed Members that Forest of Dean District Council had previously funded unconstituted groups. It was noted that details of funding sources were forwarded to local groups, once known, by the CEO, however the Town Council did not seek funding for specific organisations as did Forest of Dean District Council. Noted.

6. OPEN FORUM

Mr Z Arnold, Lydney – Agenda Item 22 (Press Release/Press Statement) – questioned what inaccuracies had been contained in his statement to the Press. The CEO replied that the article had rumoured that the skatepark was going to be removed when no discussion/decision had been taken by the Trustees of Lydney Recreation Trust; that the meeting had consisted of Trustees of the Trust, not Lydney Town Councillors; the Trust was considering a number of options to address anti-social behaviour at the site but Mr Arnold had only focused on one option and had not provided a balanced article; that the article had attributed the rumours to “leaks” when the meeting had been held in public; that; that Mr Arnold had claimed that young people used to sit and cause no problems at the skatepark, however, attempts have been made to set light to the top of one of the ramps

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resulting in a cost to the Trust to replace the damaged section; that for years a number of the floodlights at the skatepark have been operated on a timed system – a decision had not been taken by the Council to turn the lights off.

7. COMMUNICATIONS BY THE MAYOR

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

- Painting competition at The Coffee House
- Opening of the Poppy Shop
- Ross-on-Wye Civic Service
- Remembrance Parade
- Lighting of Primrose Hill Beacon

Members were informed that the following Civic Donations had been given:-

- £100.00 to Lydney Training Band for banners
- £150.00 to Freeminer Explorer Scouts for Soldier Silhouette
- £500.00 to Lydney Tennis Club towards the cost of a defib unit

The Mayor reminded all Councillors that e-mails circulated by the CEO were not for discussion via e-mail – all discussion was to take place in the Chamber in order that it may be duly minuted in an open and transparent manner.

Cllr Tremlett informed Members that it would be possible for Lydney Tennis Club to register any Defib they may later be able to purchase with the emergency services. The CEO advised that the Defib's operated by the Council/Bathurst Park Trust were already registered via such a system and that all such Defibs in the Town were on a "shared" key code.

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 noted that the Council had received two separate Freedom of Information Requests submitted by Mr Callum Powell and were provided with a copy of the responses which had been tendered. It was stressed that whilst the Council was open and transparent in its business, any information data protected would not be in the public domain.

9. FINANCIAL MATTERS

FINANCIAL STATEMENT -

NOVEMBER 2018

Opening Bank Balances as 1st April 2018

LLOYDS BANK - Current account	96,414.19
LLOYDS BANK - Lydney In Bloom - Current	764.44
LLOYDS BANK - LGPS - Current	15,990.28
LLOYDS BANK - Earmarked Reserves:	
S106	29,191.50
Lydney War Memorial	2,000.00

2017/18 Commitments Brought Forward

£10,303.48



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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	
Receipts AUGUST	2,352.37	
Receipts SEPTEMBER	261,379.05	Includes 2 nd Precept instalment of 2
Receipts OCTOBER	20,099.40	See separate Sheet
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 **570,618.50**

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	See Below
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 **430,812.81**

580,877.75

Reconciled Bank Statements as at end		OCTOBER 2018
LLOYDS BANK - Current account		252,793.65
LLOYDS BANK - Lydney In Bloom - Current		871.87
LLOYDS BANK - LGPS - Current		15,994.95
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	



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Contingency	4,000.00		
Civic	1,000.00		
Pear Mapping: Cemetery	4,000.00		
		133,671.79	
LLOYDS BANK - General Reserve		177,545.49	311,217.28
Bank Balances as at:	31-OCT-18		580,877.75

NOVEMBER PAYMENTS	Chq. No	Description/Spending Power:
<u>Payment made by Direct Debit/Standing Order</u>		
ICO	05.10.18	35.00
BNP Paribas	08.10.18	330.00
Konica Minolta	12.10.18	388.54
ADT	15.10.18	52.70
ADT	15.10.18	214.71
ATOS Fuel Genie	15.10.18	328.69
Dyson (UK)	17.10.18	199.99
Forest Equipment Services (October)	22.10.18	985.18
FoDDC	22.10.18	75.00
EE & T-Mobile	23.10.18	14.08
Cable Stream	24.10.18	138.43
Redline Telecom	29.10.18	38.94
The Flag Shop	31.10.18	14.49
		2,815.75
<u>Interim Payments made in advance of Meeting:</u>		
Alan Griffiths	567.60	9137
A Martin – Nature Conservation Services	84.00	9138
A Crawshaw	197.76	9139
Lydney Tennis Club	500.00	9140
SLCC	469.00	9141
Freeminer Explore Scout Group	150.00	9142
	1,968.36	
<u>Payments for approval at Meeting held on: 12th November</u>		
Corporate: Payroll	12,987.38	BACS
Corporate: HMRC	4,552.65	BACS
Corporate: Glos LGPS	4,700.61	BACS
Payments Sub Total	22,240.64	
R Richard Cole Contracting		
A Crawshaw	15,619.20	9143
Equipment Services Ltd	150.00	9144
Morf Designs Ltd	30.00	9145
Forest Equipment Services Ltd	2,200.00	9146
Forest of Dean District Council	196.08	9147
Light Fantastic DIY Ltd	2,427.05	9148
Lydney Band	129.78	9149
Lydney Band	50.00	9150
Lydney Band	100.00	9151
Lydney Settled Estate	70.00	1952
P Neale	84.18	1953
Plantscape Ltd	180.00	1954
Sevenside Wholesalers Ltd	2,545.20	9155
Travis Perkins Trading Co Ltd	461.82	9156
TrunkArb Tree Surgery	446.03	9157
Worksafety Ltd	870.00	9158
Wildin & Co	85.00	9159
Bathurst Park & Recreation Trust	945.00	9160
Lydney Recreation Trust	2,155.98	9161
Expenses	13,545.01	1962
Cash	65.65	9163
Cash	89.84	9164
	108.90	9165
Payments for approval: Sub total	42,554.72	

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TOTAL PAYMENTS NOVEMBER 69,579.47

A list of unpresented Cheques (For Information only)

Mincost Ltd	25.16	9075
Mincost Ltd	46.88	9095
Mincost Ltd	80.64	9111
Mincost Ltd	240.00	9118
DBC Solutions Ltd	36.00	9122
DBC Solutions Ltd	420.00	9123
DBC Solutions Ltd	168.00	9124
Mincost Ltd	45.95	9130
SLCC	108.79	9133
Expenses	64.39	9135
Total	1,235.81	

Monthly Payment Listing – Month 8

Receipt of the monthly payment schedule (Month 8 – including the transfers/virements shown below) was **proposed by Cllr Ives, seconded by Cllr Harris.** Unanimous.

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

Virements

<u>Amount</u>	<u>From</u>	<u>To</u>
£200.00	Office/IT Equipment	Advertising
£50.00	Grit Bins	Weedspraying
£1,500.00	Christmas lights	Events Christmas

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>
15.10.18	Dyson	Dyson Light Ball Multi Floor Vacuum	£199.99	Carol Wheeler
30.10.18	The Flag Shop Ltd	Lest We Forget Poppy Flag	£14.49 (including delivery) S137 EXPENDITURE	Carol Wheeler

S137 Spend

Attention was drawn to the S137 spend which had been previously reported in respect of the Remembrance Wreath under the Debit Card listing, and the “Lest We Forget Poppy Flag” shown above.

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Independent Internal Auditor's Report

Prior to the meeting Members were provided with a copy of the half yearly report from the Council's Independent Internal Auditor. Cllr Berryman drew attention to the observation by the Independent Internal Auditor that not all Members were undertaking in-house audits when they were scheduled to. Cllr Holmes called for all Councillors to be sent an e-mail reminding them of the date of their scheduled audit, and for audits to be conducted at a time which was more convenient, as he felt that some Members could not afford to take time off work. Members were advised that e-mails had previously been sent to Members to remind them of their scheduled audit and it was noted that a request for the times of audits to be varied had been made at the last meeting. Members were informed that whilst a variation in times of audits would be accommodated, these would need to take place prior to existing Committee meeting dates. Noted.

10. TOWN COUNCIL FLAG

Members were asked to consider the purchase of a Town Council Flag which could be flown at the Council Office at a cost of £491.39 for a sewn version, or £464.44 for a printed version.

It was noted that other Town Council's in the Forest already possessed their own flag which could be flown at times of celebration and at half-mast at times of sadness (when the Council was not permitted to fly the Union Flag). Cllrs Pearman, Harris and Christodoulides spoke in support of purchasing a flag, which they felt would reflect the pride they have for the town. However, Cllr Tremlett felt that such expenditure would not be understood by the public when there was a lack of youth facilities in the Town. Cllr Holmes voiced agreement with Cllr Tremlett that the public would think that better use could be found for the money involved and such expenditure would invite bad publicity. Cllr Tremlett felt that young people who were considering standing for election/elected in the future to the Council may not be able to afford not to claim expenses/allowances and she felt that such a decision by the Council would rule them out from standing for election. Cllr Pearman highlighted that Councillors had previously taken the decision not to claim expenses/allowances and that such a decision stood unless rescinded. Furthermore, the CEO advised that such comments would necessitate Budgetary consideration at the following weeks Finance & Scrutiny Meeting. Noted.

A Point of Order was called at this point by Cllr Harris.

It was **proposed by Cllr Christodoulides, seconded by Cllr Harris**, that the Council would purchase a Town Council Flag. Vote carried.

11. DEMENTIA ACTION ALLIANCE

Members noted that the Membership Form has been duly completed and submitted to Forest of Dean District Council.

12. LYDNEY TOWN CENTRE REPORT

Prior to the meeting Members were provided with a copy of the response which had been received from the Officer at Forest of Dean District Council in view of the points raised by Council at the last meeting.

After a short discussion the CEO was instructed to write to the Officer to request that they engage with Gloucestershire Market Town Forum in order that they may consider the points raised through the "State of Localities" exercise which was to be undertaken by the University of Gloucestershire.

 Action by – the CEO

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13. LYDNEY TOWN HALL MANAGEMENT COMMITTEE

Cllr Berryman welcomed Mr Sadler and Mr Travatt to the meeting.

During their presentation Mr Travatt expressed a desire to renew links between the Town Hall and the Council and informed Members that since the Town Hall's AGM in May a new Management Team had been formed with the aim to take the Town Hall forward. Members were informed that whilst the Town Hall had ended their year with a slight surplus, there was little funding left over to cover capital spends.

Whilst the Town Hall had a number of regular users, it was facing accessibility issues and was in discussion with the Barnwood Trust as to how best to address the situation. Mr Travatt expressed concern over the Town Hall's ability to meet large maintenance bills and expressed a belief that a renewed link with the Town Council would enable experience to be shared concerning funding bids/key contacts/suppliers.

Members were reminded by the CEO that the Town Council held Custodial Trustee status for the Town Hall (responsible for the land only) and that the Trust's previous Management Team had changed the Trust Deed to named individual Trustees who were now personally liable for any debts incurred by the Trust. Mr Travatt and Mr Sadler were then asked to clarify if they were requesting the Council to appoint a representative or if they wished the Council to appoint a Member to act as a Management Trustee. Mr Sadler requested that the Council consider appointing a representative and he stressed that the current Trustees were aware of their personal liabilities.

There being no further questions Mr Travatt and Mr Sadler then excused themselves from the meeting at this point.

Cllr Tremlett offered to act as the Council's representative to Lydney Town Hall's Management Committee. Cllr Tremlett was asked to contact the CEO in order that she may receive a briefing on the history of the Town Hall and its relationship with the Town Council.

Action by – Cllr Tremlett

14. REMEMBRANCE PARADE, BATTLE'S OVER/BEACON LIGHTING

Cllr Berryman advised that both events were well attended and expressed thanks to the Lydney Branch of The Royal British Legion (the Legion), members of the public and Town Council Staff/Groundstaff for their support. Cllr Pearman advised that the Council had received an expression of thanks from the Legion and that positive comments had been received from members of the public concerning the Remembrance Silhouettes, Remembrance Bench outside the Fire Station and the pathway which had been improved to the Beacon at Primrose Hill Mesne.

Cllr Berryman drew attention to the letter which had been published in the local press by a member of the public concerning the Council's expenditure on Remembrance Soldiers, which Members felt to be disappointing and disrespectful to those who gave their lives. **Cllr Berryman proposed** that a Recorded Vote be undertaken to underline that the letter in the press was not the feeling of the Council and its Members and that Members did not agree with the content of the article. A number of Members felt the content of the letter had been distasteful and it was stressed that the Council was not a "Tory Council". Cllr Holmes felt that the member of the public had expressed his heartfelt view and he felt that the Council was reaching the point when a person could not exercise free speech, however, Cllr Harris



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explained that Members were being asked to vote on the distastefulness of the letter, not the ability for a person to exercise free speech.

At this point Cllr Berryman reiterated his Motion that the letter in the press was not the feeling of the Council and its Members and that Members did not agree with the content of the article. The Motion was then put to a vote as follows:

Votes For

Cllr Berryman
Cllr Biddle
Cllr Christodoulides
Cllr Harris
Cllr Ives
Cllr Legg
Cllr Pearman
Cllr Preest
Cllr Tremlett

Votes Against

Abstentions

Cllr Holmes

Motion carried.

Members were then asked to consider if they wished to remove the Remembrance Silhouettes from the Gateways/Primrose Hill Mesne and create a special display in Bathurst Park/Lydney Cemetery one month after Remembrance Sunday (in line with the Council's Policy for Remembrance Wreaths), or if they wished for them to remain in situ.

It was **proposed by Cllr Ives, seconded by Cllr Harris**, that the Remembrance Silhouettes would be removed from the Gateways/Primrose Hill Mesne one month after Remembrance Sunday (in line with the Council's Policy for Remembrance Wreaths) and relocated to a special display area in Bathurst Park where they would remain until prior to the following year's Remembrance Sunday when they would be re-positioned at the Gateways/Primrose Hill Mesne. Vote carried.

15. JUDICIAL REVIEW

Prior to the meeting Members were provided with a copy of the Legal Opinion which had been sought regarding possible Council support to The Friends of Lydney Hospital (FOLH) on establishing if there were grounds for a Judicial Review on the location of a new Hospital facility, together with an estimation of cost which would be involved.

Members were advised that FOLH were still considering if they wished to pursue a Judicial Review, as they had a number of other avenues to consider which were felt to be preferable. Cllr Preest informed Members of the action which he had taken at Gloucestershire County Council to request that the Health Overview and Scrutiny Committee to draw attention to the NHS Trust that the Town wished to be provided with assurances that facilities will still be available after the new hospital has opened. Cllr Harris requested that Cllr Preest draw greater attention to the number of housing developments in the Town.

16. FORMAL CORRESPONDENCE RECEIVED

- Forest Voluntary Action Forum – providing an agenda for AGM on 12 November 2018 at 1.30 pm at the Forest Community Church, Cinderford.



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- Lydney Parish – invitation to the Council to participate in this year’s Christmas Tree Festival. **Cllr Vaughan offered to decorate the Council’s tree and remove the tree at the end of the Christmas period.**
- The Severn and Wye Smokery – poster advertising the public consultation event concerning the future of Pine End Works at Lydney Town Hall on Monday 3 December 2018 from 3.00 pm to 8.00 pm.
- Gloucestershire Market Town Forum – e-mail providing an overview of the progress on the “State of Localities” exercise including confirmation that the Board of GMTF have improved the investment work necessary to drive the exercise which will be delivered by the University of Gloucestershire in the first few months of 2019.
- Forest of Dean District Council – e-mail sent on behalf of Kevin Stannard, Deputy Surveyor of the forest of Dean, and Forest Management Director of West England Forest District, inviting the Council to appoint a representative attend a meeting at 6.00 pm on Monday 10 December 2018 at the Council Chamber, Coleford regarding “Our Shared Forest – creating a new future for the Forest of Dean”. **Apologies to be given due to Lydney Town Council Full Council meeting.**

17. 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.

Cllr Harris reminded all Members of the arrangements for the Christmas Lights Switch On which would take place at the Lydney Car Wash site on Saturday 24 November 2018. Cllr Harris, Vaughan, Legg, Holmes, Ives, Pearman and Berryman confirmed their attendance to marshal the event. It was noted that in the event that Cllr Harris could not attend, Cllr Ives would assume the role of “Councillor in Charge” and that Cllr Vaughan and Mr R Vaughan would manage Santa’s Grotto.

Members were also reminded that Groundstaff would be in attendance and would ensure that the Grotto presents, chairs, lighting, radio communication, etc, together with Santa would be brought to site. No office staff would be in attendance at this year’s event as all arrangements were already in place and there would be no procession this year which required marshalling. Noted.

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.

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Coastal Communities Team (CCT)

Cllr Pearman informed Members that the next meeting would take place on 14 November 2018.

Community Safety Partnership

Cllr Berryman advised that he had attended a meeting the previous week during which community speed cameras had been discussed and he provided Members with an overview of their operation. It was noted that the system was enforced by the local Police and that Stroud had seen a reduction of 37% in speeding through the use of the camera. Cllr Berryman had been informed that Gloucestershire County Council may hold funding to match fund the purchase of such cameras and he called for the matter to be a future agenda item.

Action by – the CEO

Market Town's Forum

Cllr Pearman reminded Members that the CEO had all forwarded to them a copy of the e-mail which had been received from the Chair. Cllr Pearman provided Members with a precis of the work which would be undertaken through the "State of Localities" exercise and felt that it would be April 2019 before the Town Council received a copy of the report. Members were also informed that GMTF may undertake a joint project with the Gloucestershire Association of Parish and Town Councils on Communication as the organisations experienced joint issues.

Flood Defence Stakeholder Meeting

Cllr Berryman advised that various agencies had visited Mead Lane with dye in an attempt to establish how water reached Cookson Terrace from Mead Lane. Cllr Christodoulides recalled that £150 million funding had been identified by Gloucestershire County Council for flooding and highway matters and she questioned how much of the funding had been spent on flooding matters in Gloucestershire. Cllr Preest advised that the results of the dye testing would need to be received and interpreted before Gloucestershire County Council could be asked to fund actions to address the problems which were being experienced.

Forest of Dean Health Forum

Cllr Harris advised that the last meeting had been cancelled.

Multi-use Track Stakeholder Meeting

No report given due to Cllr Greenwood's absence.

Parish and Town Council Liaison Meeting

No meeting had taken place since the last meeting.

18. DISTRICT COUNCILLORS REPORT

No report received.

19. 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). Questions were then raised by Members on the following matters:

Cllr Pearman advised that earlier in the meeting the Council had received a presentation from Lydney Hub who were seeking their own premises. Lydney Hub had been encouraged by the Town Council to approach Forest of Dean District Council to discuss their possible use of

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the Old Registrar's Building on a peppercorn rent. District Cllr Leppington spoke on the need for Forest of Dean District Council (FODDC) to become more commercially minded in its approach. Accordingly, it was currently looking to see if it could develop or dispose of land which it owned (including the facilities at Swan Road) and he encouraged Lydney Hub to contact him to explore the possibility of their short-term use. Responding to a question raised by Cllr Ives, District Cllr Leppington suggested that Lydney Hub may wish to contact District Cllr Hiatt to explore any other assistance which FODDC may be able to provide.

Considering the Budget announcement by the Chancellor, Cllr Pearman questioned FODDC's stance on business rates for smaller traders in the Town. District Cllr Leppington advised that FODDC had previously retained 100% of business rates but this would now reduce to 75%. District Cllr Leppington recommended that interested parties may wish to contact the relevant Officer at FODDC to discuss business rate relief.

20. COUNTY COUNCILLOR REPORT

County Cllr Preest advised that Gloucestershire County Council were aware of the issue with the traffic control lights at the top of Highfield Road which had been damaged due to contractors working on the sewers; that the Local Transport Plan was being reviewed and would be out for consultation in 2019; that the Cross Country rail franchise had been placed on hold for two years; that Arriva did not have any plans to kerb travel at present and were keen to support Dean Forest Railway; that a seminar for County Councillors would take place at Gloucestershire County Council in January 2019 concerning Planning which will then be rolled out to all District Authorities; close attention was being paid to carbon emissions and air quality; that the closure of the waste facility in Broadwell on Tuesdays had caused minimal impact; investigations were being conducted to establish why Gloucestershire had not introduced the new method of monitoring blood glucose for diabetes sufferers; reminded Members that £1 million of funding from GFirst had been allocated for cycle routes in the town which was a ground-breaking scheme; advised that the Leader of Gloucestershire County Council would be visiting the Town on 1 December 2018.

21. COUNCILLOR REPORTS

Cllr Ives expressed thanks to his fellow Councillors and Town Council Staff/Groundstaff for their assistance at the fireworks display in Bathurst Park. Members noted that positive comments had been received in respect of the music and fire dancers.

Cllr Biddle advised that Lydney Community Centre was now being used by a Cancer Group once a week.

Cllr Vaughan reported that she had expressed the concerns of Oakdale residents over the closure of the unofficial path which had been created into Lakeside and the continued failure of the developer to provide a bus link to the development.

Cllr Berryman informed Members that Cllr Greening had suggested that Councillors and staff may wish to meet at Lydney Rugby Club on 1 December 2018 at 2.30 pm for Christmas drinks.



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22. **PRESS RELEASE**

Members noted the statement which had been issued by the Council correcting inaccuracies by the Youth Officer – Forest of Dean Labour Party – Mr Zac Arnold.

Cllr Ives kindly offered to assist with a press release concerning the relocation of the Remembrance Silhouettes to Bathurst Park.

21. **MEETING DATES**

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

19 November 2018	- Finance & Scrutiny Committee
26 November 2018 at 6.30 pm	- Burial Committee
26 November 2018 at 7.00 pm	- Charitable Trust meetings.

Meeting closed at 9.28 pm

Chairman 

Date 10/12/2018

Actions from Full Council meeting on 8 October 2018

Agenda Item	Action
11 and 15.	CEO to relay Member's comments regarding the Lydney Town Centre Report to Forest of Dean District Council. Response – Agenda item
12.	CEO to invite representatives from Lydney Management Trust Committee to the November Full Council meeting. Done. Presentation & Agenda item
13.	CEO to place an advert in the local press regarding the Beacon Lighting on 11 November 2018. Done (Thanks expressed to Cllr White)
14.	<ul style="list-style-type: none">• CEO to arrange for a prime location advertisement to be taken out in the 2019/2020 Wye Valley & Forest of Dean Tourism Guide. Done• CEO to seek a legal opinion regarding the procedure to be followed in respect of a Judicial Review. Agenda item

W

Jayne Smailes - Chief Executive Officer

From: Richard Leppington <Richard.Leppington@fdean.gov.uk>
Sent: 02 November 2018 13:58
To: Jayne Smailes - Chief Executive Officer
Subject: RE: District Councillor / County Councillor & Cabinet Member Reports

Hi Jayne

My report for council:

Lawnstone site

We have submitted applications to discharge pre-commencement conditions with a view to starting work this month.

Regenerating Lydney Docks

Awaiting outcome of funding bid submitted to the coastal community fund for £1.9 million

Cinderford Regeneration

Revised plan for Phase 2 of the spine road complete.

Architects being engaged to prepare detailed designs for 50 homes and office/light industrial site.

We are liaising with Homes England over the acquisition of the Northern united site

Forest Economic Partnership

Twitter account launched.

Four sub groups continue with their ongoing reports.

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 has been developed from their proposals.

Asset Management

Work continues ongoing on developing a new asset management strategy to ensure we make best use of our assets

Five Acres

Council has approved the acquisition of the Five acres site from Homes England.

Council has allocated funding for a viability process around the construction of a destination leisure complex

Regards Richard Leppington UKIP Cabinet Member for Development asset management, Infrastructure & Housing

07816 381909

FEP@fdean.gov.uk

@FEP2050 #FOD2050

-----Original Message-----

From: Jayne Smailes - Chief Executive Officer [mailto:ceo@lydneytowncouncil.co.uk]

Sent: 17 October 2018 13:14

To: 'sales@signs4y.co.uk'; 'alan.preest@gloucestershire.gov.uk'; 'carol harris (harriscd@hotmail.co.uk)'; 'Frankie Evans (frankievans.hewson@hotmail.com)'; James Bevan; Bill Osborne; Richard Leppington

Cc: Carol Wheeler - Executive Officer

Subject: RE: District Councillor / County Councillor & Cabinet Member Reports

