

# LYDNEY TOWN COUNCIL

## FULL COUNCIL MEETING – 2018/12/10 – 73

MINUTES OF THE LYDNEY TOWN COUNCIL MEETING held in the Council Chamber, Claremont House, Lydney on Monday 10 December 2018 2018 at 7.01 pm.

**PRESENT:** Cllrs B Berryman (Chairman), D Biddle, R Christodoulides, K Greening, J Greenwood, R Holmes, W Leach, C Legg, B Pearman, A Preest, T Tremlett and C Vaughan

Two members 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)

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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.

No presentation was provided by Mr Higgs, Lydney Boxing Club, due to his non-attendance.

1. **APOLOGIES**

Apologies for absence were received and noted from Cllrs Harris, Ives and White.

2. **DECLARATIONS OF INTEREST**

None.

Cllr Berryman drew Members attention to the Dispensation Notice which had been granted by the CEO to enable Members to discuss Agenda Item 9 – Members Expenses/Allowances. Noted.

3. **MINUTES OF PREVIOUS MEETING**

Approval of the minutes of the Town Council meeting held on 12 November 2018 were **proposed by Cllr Vaughan, seconded by Cllr Pearman.** Vote carried.

4. **POLICE MATTERS**

Members were advised that the Police would no longer provide the Council with a written report as Inspector Hodgetts did not feel that the report represented value for money. Instead the Police wished to encourage Members to sign up to the Police's "Community Alerts" facility.

During discussion Members spoke on the value which they believed the report offered the Council and the CEO was instructed to write to Inspector Hodgetts to inform him of Council's view.

Regarding the target brief for the Police for the next month, Members requested that the Police continue to target anti-social behaviour in the Town.

# LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2018/12/10 – 74

5. **YOUTH FORUM**

**Youth Engagement**

Cllr Vaughan advised that the CEO and the Mayor would attend a meeting at The Dean Academy the following week regarding anti-social behaviour and how such may be reduced locally. Cllr Vaughan regretted she would not be able to attend the meeting due to work commitments. Members were informed by Cllr Vaughan that she had expressed thanks to students at The Dean Academy for their participation in Battle's Over; that Mr T Beveridge and Ms J Fox would attend the March 2019 Full Council meeting to update Members on the Academy's achievements and that Ms E Smith would attend the April meeting with students from The Dean Academy's School Council.

Cllr Vaughan reminded Members that Cllr Ives was working in a personal capacity with Lydney Hub to complete funding applications in respect of activities for young people. Furthermore, that she had spoken at The Dean Academy on the Town's Christmas Lights Switch On and the Party in the Park and the Academy had expressed an interest in getting involved with the Party in the Park event.

6. **OPEN FORUM**

No requests to speak were received.

7. **COMMUNICATIONS BY THE MAYOR**

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

- AGM at The Orchard Trust
- Opening of Charlies Cancer Club at Lydney Community Centre
- Lydney's Christmas Lights Switch On

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

- £100.00 to Charlies Cancer Club
- £150.00 of food to Forest of Dean Foodbank

District Cllr Leppington arrived at this point.

Cllr Berryman advised that two members of the public had offered to provide donations towards the cost of the Town Council's flag.

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).

9. **FINANCIAL MATTERS**

**FINANCIAL STATEMENT -**

**December 2018**

**Opening Bank Balances as 1st April 2018**

LLOYDS BANK - Current account

96,414.19

**2017/18 Commitments Brought Forward**

LLOYDS BANK - Lydney In Bloom - Current

764.44

**£10,303.48**

LLOYDS BANK - LGPS - Current

15,990.28

LLOYDS BANK - Earmarked Reserves:

S106

29,191.50

Lydney War Memorial

2,000.00

# LYDNEY TOWN COUNCIL

## FULL COUNCIL MEETING – 2018/12/10 – 75

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

<b>157,280.22</b>	
<b>170,622.93</b>	<b>327,903.15</b>
	<b>441,072.06</b>

**LLOYDS BANK - General Reserve**

**RECEIPTS**

Receipts APRIL	261,238.27	Includes 1 <sup>st</sup> 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 <sup>nd</sup> Precept instalment of 2
Receipts OCTOBER	20,099.40	
<b>Receipts NOVEMBER</b>	<b>1,187.30</b>	<b>See separate Sheet</b>

Receipts DECEMBER

Receipts JANUARY

Receipts FEBRUARY

Receipts MARCH

*Lydney In Bloom: Income banked to LIB current a/c*

	850.00
<b>Total Receipts YTD</b>	<b>571,805.80</b>

**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

<b>Payments DECEMBER</b>	<b>41,700.55</b>	<b>See Below</b>
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Payments JANUARY

Payments FEBRUARY

Payments MARCH

Payments PRIOR TO YEAR END

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

	1,252.30
<b>Total Payments YTD</b>	<b>473,023.09</b>
	<b>539,854.77</b>

**Reconciled Bank Statements as at end**

**November 2018**

<b>LLOYDS BANK - Current account</b>	<b>215,602.15</b>
LLOYDS BANK - Lydney In Bloom - Current	362.14
LLOYDS BANK - LGPS - Current	15,995.63

**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	9,572.95
Machinery	7,599.03
Town Events/Christmas (Grotto Etc)	7,000.00
Contingency	4,000.00





# LYDNEY TOWN COUNCIL

## FULL COUNCIL MEETING – 2018/12/10 – 76

Civic	1,000.00				
Pear Mapping: Cemetery	4,000.00				
		<b>131,244.74</b>			
<b>LLOYDS BANK - General Reserve</b>		<b>176,650.11</b>		<b>307,894.85</b>	
<b>Bank Balances as at:</b>	<b>30-Nov-18</b>			<b>539,854.77</b>	

<b>NOVEMBER PAYMENTS</b>	<b>Chq. No</b>	<b>Description/Spending Power:</b>
<u>Payment made by Direct Debit/Standing Order</u>		
FoDDC	09.11.18	21.00
ATOS Fuel Genie	13.11.18	297.51
SWS Medics	16.11.18	325.00
Mailbox Door Drop	16.11.18	115.63
Forest Equipment Services Ltd(November)	20.11.18	985.18
FoDDC	22.11.18	75.00
EE & T Mobile	23.11.18	14.08
Mailbox Door Drop	26.11.18	115.63
Cable Stream	27.11.18	160.01
Redline Telecom	28.11.18	38.94
		2,147.98
<u>Interim Payments made in advance of Meeting:</u>		
Forest Equipment Services Ltd	217.68	9166
Worksafely Ltd	88.50	9167
Mincost Ltd	-25.16	
Mincost Ltd	25.16	9168
Forest Food Bank	150.00	9169
Charlie's Cancer Support	100.00	9170
Pulse Cash flow Finance Ltd	8,500.00	9171
Pulse Cash flow Finance Ltd	568.80	9172
	9,624.98	
<b>Payments for approval at Meeting held on: 8<sup>th</sup> October</b>		
Corporate: Payroll	11,490.34	BACS
Corporate: HMRC	4,080.99	BACS
Corporate: Glos LGPS	4,598.78	BACS
Payments Sub Total	20,170.11	
Coinros Park Nurseries Ltd	1,351.71	9173
Luke Cole Electrical	1,100.00	9174
Columbaria Company	84.00	9175
A Crawshaw	150.00	9176
The Forest of Dean & Wye Valley Review	355.20	9177
A Gillard	160.00	9178
R J Glover Builders Ltd	456.00	9179
GRCC	25.00	9180
Hampshire Flag Company	464.44	9181
Light Fantastic DIY Ltd	92.68	9182
Lydney Engineering Co Ltd	304.18	9183
Lydney Music	1,015.00	9184
Mincost Ltd	20.60	9185
Monmouthshire County Council	295.20	9186
Oakey & Son Ltd	240.00	9187
Office Star Group Ltd	210.96	9188
Pear Technology Ltd	2,130.00	9189
SLCC	159.00	9190
Tate Computer Technology Ltd	30.00	9191
Travis Perkins Trading Co Ltd	90.06	9192
Vaughtons	658.22	9193
White House Press (Printers) Ltd	250.00	9194
Worksafely Ltd	16.00	9195
Cash	99.23	9196
<b>Payments for approval: Sub total</b>	<b>9,757.48</b>	
<b>TOTAL PAYMENTS</b>	<b>DECEMBER</b>	<b>41,700.55</b>

# LYDNEY TOWN COUNCIL

## FULL COUNCIL MEETING – 2018/12/10 – 77

### LYDNEY IN BLOOM

Coinros Park Nurseries Ltd

	509.73	22
Total	509.73	

### A list of unrepresented Cheques (For Information only)

Mincost Ltd	46.88	9095
Mincost Ltd	80.64	9111
Mincost Ltd	240.00	9118
Mincost Ltd	45.95	9130
Expenses	64.39	9135
Lydney Band	70.00	9152
Total	547.86	

### Monthly Payment Listing – Month 9

Receipt of the monthly payment schedule (Month 9 – including the transfers/virements shown below) was **proposed by Cllr Leach, seconded by Cllr Pearman.** Unanimous.

Approval of the payments therefrom **proposed by Cllr Greening, seconded by Cllr Leach.** Unanimous.

### Virements

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

### Transfers

<u>Amount</u>	<u>From</u>	<u>To</u>
£456.00	LTC Deposit Account – E/M St Mary’s Church Yard/Wall	LTC Current Account – St Mary’s Church Yard/Wall
£2,130.00	LTC Deposit Account – E/M Pear Mapping Cemetery	LTC Current Account – Pear Mapping Cemetery
£9,068.80	LTC Deposit Account – E/M Play Areas – Leaze Court	LTC Deposit Account – Play Areas – Leaze Court
£1,000.00	LTC Current Account – Grant Received	LTC Deposit Account – E/M Lydney in Bloom
£464.00	LTC Deposit Account	LTC Current Account – Purchase of Flag

### 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>
7.11.18	Forest of Dean District Council	Temporary Event Notice for Christmas Lights Switch On	£21.00	Carol Wheeler

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# LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2018/12/10 – 78

## Councillor Expenses/Allowances

Members noted that a monetary provision of £8,000 had been included in the Finance & Scrutiny Draft Committee Budget in order that, if so resolved by Full Council, Members Allowances may be paid from the 2019/2020 budget, a further £1,000.00 had also been included in order that Members may claim expenses for travelling to courses outside of Parished area.

Members noted that no requests had been received to rescind a prior Motion which would then allow Members, elected May 2019, to claim expenses and therefore the Motion currently “stood on”.

Members were then asked to consider whether they wished to commence the process which would enable Members, elected May 2019, to claim Members Allowances. Cllr Berryman informed Members that no Parish or Town Councils claimed Members Allowances but a few Councils did allow for its Members to claim expenses. Cllr Vaughan spoke against the payment of Members Allowances and Expenses. Cllr Tremlett advised that she had raised the matter of expenses due to the Ordinary Elections which were due to take place in 2019. Cllr Tremlett stated all Town Councils in the Forest did claim, or had the ability to claim, expenses; she did not wish to preclude a young person from standing for election and felt that if a Councillor attended a meeting on behalf of the Council they should be able to claim.

At this point the CEO stressed the need for Members to acknowledge the difference between expenses and Members Allowances, as both options were currently being discussed. Members were reminded that Lydney Town Council Members had previously possessed the ability to claim expenses, however, Members had resolved that they did not wish to claim such. The CEO advised that at the last Finance & Scrutiny meeting a Motion had received support to include £1,000.00 in the 2019/2020 budget in respect of Councillor expenses which would be used to cover Councillor mileage claims when attending training/meetings etc outside of the Parished area, etc. It was stressed that if the Council were seeking however to recompense Members if they were required to take time off work unpaid to attend a meeting on behalf of the Council, then this would be construed as a Members Allowance. The CEO reminded Members that the Council’s Budget was currently in preparation and if Members resolved to claim either expenses or Member Allowances this would be applicable from May 2019. The CEO advised Members that the Gloucestershire Association of Parish and Town Councils and Forest of Dean District Council had advised that no Parish/Town Councils in Gloucestershire and the Forest of Dean paid its Members Allowances. Furthermore, Members were informed by the CEO that if the Council Resolved to pay a “Members Allowance” the Council would need to inform Forest of Dean District Council who would then commence a formal process to appoint an Independent Parish Remuneration Panel responsible for ultimately determining, through a defined process, the amount which would be paid to each Councillor. It was noted that whilst the Finance & Scrutiny Committee had included an indicative sum of £500.00 per Member in its Draft Committee Budget for 2019/2020, this was merely a token amount as the actual Members Allowance sum would not be known until it had been determined by the Independent Parish Remuneration Panel.

Cllr Holmes felt that the Council should only consider the payment of expenses; if an employer would not grant a Councillor paid time off work to attend a Council function Cllr Holmes felt the Council should offer a Member recompense which he deemed to be expenses. However, the CEO clarified that Cllr Holmes was actually referring, in such an instance, to a Members Allowance as the reimbursement of mileage or public transport was deemed to be expenses; Members Allowances were also subject to HMRC deductions and paid via the





# LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2018/12/10 – 79

Council's payroll. Cllr Tremlett stressed that she had brought up the issue of expenses as she had been advised that Lydney Town Councillors did not currently claim expenses. At this point Cllr Greening requested that any vote taken on this agenda item was taken by means of a Recorded Vote.

Cllr Greenwood sought an assurance that if a Member attended a training course on behalf of the Council the cost of the course would be covered by the Council. The CEO confirmed that the Council would cover the cost of any approved training course from the Council's Training Budget for Councillors and reminded all present that whilst it had been possible for Members to claim expenses (e.g. mileage/public transport costs when travelling outside of the Parished area), Members had previously resolved that they did not wish to claim expenses. Cllr Greenwood then sought confirmation if the cost of a carer could be construed as an expense and the CEO advised that this would need to be addressed through the payment of a Members Allowance. Cllr Tremlett advised that Cinderford Town Council paid an allowance to Members; the CEO advised that the payment of any Members Allowance would be ultra vires as the rate had not been determined by an Independent Parish Remuneration Panel. It was also noted that Cinderford operated a system which utilised a Mayor and Council Leader position, which was not in line with Parish Council legislation.

Cllr Leach called for the Council to separate the issue of expenses and Member Allowances. Cllr Leach agreed with Cllr Tremlett that members of the public should not feel excluded from standing for election to the Council if they could not cover the cost of attending events where they represented the Council. Cllr Leach also advised that at the time of joining the Council he had been advised of the Council's prior Resolution that if any Member/employee was not able to attend a training course onto which they had been booked, they would be liable for the cost of the course. Cllr Leach was reminded that each May at the Annual Council Meeting Members had resolved to "stand on" with the prior Motion not to claim expenses and he should therefore be aware of such.

Cllr Pearman felt that Members merely wished to consider the claiming of expenses by Members from May 2019.

It was **proposed by Cllr Leach, seconded by Cllr Tremlett**, that from May 2019, Councillors would be permitted to claim expenses (subject to approval of Policy). The Motion was put to a recorded vote as follows:-

**For**

Cllr Berryman  
Cllr Biddle  
Cllr Christodoulides  
Cllr Greenwood  
Cllr Holmes  
Cllr Leach  
Cllr Pearman  
Cllr Preest  
Cllr Tremlett

**Against**

Cllr Greening  
Cllr Legg  
Cllr Vaughan

**Abstention**



The motion was duly carried.

# LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2018/12/10 – 80

It was **proposed by Cllr Pearman, seconded by Cllr Christodoulides**, that Lydney Town Council would continue with its resolution of not paying Members Allowances. The motion was put to a recorded vote as follows:-

**For**

Cllr Berryman  
Cllr Biddle  
Cllr Christodoulides  
Cllr Greening  
Cllr Greenwood  
Cllr Leach  
Cllr Legg  
Cllr Pearman  
Cllr Preest  
Cllr Tremlett  
Cllr Vaughan

**Against**

**Abstention**

Cllr Holmes

The Motion was duly carried.

The CEO sought clarity from Members that due to the above Resolution she could now remove the £8,000 which had been included in the Finance & Scrutiny Draft Committee Budget in respect of Members Allowances. Unanimous.

10. **GLOUCESTERSHIRE ASSOCIATION OF PARISH AND TOWN COUNCILS (GAPTC) STRATEGY DOCUMENT**

Prior to the meeting Members were provided with a copy of the Strategy Document which had been received from GAPTC, together with a copy of the e-mail which had been sent by the CEO seeking clarification on a number of points contained within the document, the contents of which were duly noted by Members.

Cllr Berryman advised that the Executive Committee had yet to meet and consider the Council's clarification request.

11. **COASTAL COMMUNITIES FUND**

Prior to the meeting Members were provided with a copy of an e-mail which had been received from Mr R Morgan, Regeneration Officer, Forest of Dean District Council, in which Lydney Town Council were asked to consider providing a letter of support in relation to the "Destination Lydney Harbour" Bid.

Cllr Pearman reminded Members that he had been appointed as one of the Town Council's Representatives to the Lydney Coastal Community Team Executive Board and he believed that the bid represented a unique opportunity to provide facilities at the Harbour. Members were reminded that they had previously requested that they receive information on the formation of the Trust and its operation prior to entering into a financial commitment for the scheme. Accordingly, it was **proposed by Cllr Pearman, seconded by Cllr Greening**, that Lydney Town Council would provide a letter of support "in principle" in respect of the bid, however, it would not enter into any financial commitment regarding the scheme until details of the Trust/Governance Structure were forthcoming. Unanimous.

**Action by – the CEO**

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# LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2018/12/10 – 81

## 12. FORMAL CORRESPONDENCE RECEIVED

- BBC – Report advising that the Prince of Wales Bridge would close westbound on the penultimate weekend before Christmas to remove the toll booths. The renamed Second Severn Crossing would shut westbound on 14 December 2018 at 20:00 HRS ahead of the Severn tolls being scrapped on 17 December 2018.
- Gloucestershire Citizens Advice Bureau – E-mail from Mr Richard Page, Chairman of the Trustee Board, advising that the Forest of Dean Citizens Advice Bureau and Gloucester & District Citizens Advice Bureau would merge with effect from 1 December 2018 to become North and West Gloucestershire Citizens Advice.
- Lydney Dial-a-Ride & Forest Community Transport – Letter providing case studies from the Forest Routes project; advising that Lydney Dial-a-Ride have various voluntary roles available; requesting that the Council consider supporting their activities through Parish funds. **Request for funding to be deferred to Finance & Scrutiny Committee for consideration.**
- Forest Voluntary Action Forum (FVAF) – Forest Youth Association - E-mail from Mr Chris Brown providing a reply to a request for an update made by the CEO. FVAF have been working to engage Parish and Town Councils, residents and existing Youth Groups in a discussion around youth provision (or lack of) and the impact this has had on our communities. This has led to the conclusion that a well co-ordinated youth association, focused on the importance of social education and the fundamental role that voluntary youth services play, could be beneficial.

FVAF emphasised that they are not marketing a product or a package for Councils to buy into, rather the opportunity to participate in a collaborative outward looking approach to a problem which is not isolated to individual Towns or Parishes. In the first instance it will be the participating Councils which constitute the steering group for the initiative and it will be these contributing Councils that will form the “area of benefit” for the project.

FVAF are in the process of preparing a job description for an initial development post to build upon this work and identify further resource. FVAF were recently awarded £60k from Trusthouse to develop youth activities in Cinderford because they recognised the philosophy outlined above.

FVAF advised that the contribution of other Town and Parish Councils varies based on what they can presently afford. A contribution of 5% of each Councils Precept is recommended, but it is accepted that this is not possible for all. At their next meeting on 16 January 2019 it is expected that attendees will have a mandate from their respective Council to provide a fixed amount to the cause. Currently Cinderford Town Council, Mitcheldean Parish Council, West Dean Parish Council, Newent Town Council, St Briavels Parish Council, Ruspidge and Soudley Parish Council and Coleford Town Council have so far shown a willingness to contribute in some way, albeit no financial sums were stated in the response.

Until the Forest Youth Association is formed FVAF will undertake a secretariat role in the process and will be the fundholders. **Members were reminded Lydney Town Council’s “standing” motion is not to contribute toward this particular initiative but to instead to support Lydney based Youth Engagement Projects.**

- West Dean Parish Council (WDPC) - Following sight of West Dean Parish Council’s (WDPC) minutes for September 2018, in which it was suggested that an approach be

# LYDNEY TOWN COUNCIL

## FULL COUNCIL MEETING – 2018/12/10 – 82

made to ascertain whether Lydney Town Council are still committed to the Multi Use Track Project, the CEO wrote to WDPC as follows:

- Lydney Town Council continue to support the Multi Use Track Project “in principle”.
- No financial commitment towards the Project has as yet been approved/committed – the 2019/2020 Draft Budget certainly makes no provision for any monetary contribution next financial year.
- For information, please be advised that Lydney Town Council have resolved that any/all future consideration as to whether to contribute a monetary sum to toward the Project is wholly dependent upon Members firstly being presented with a defined route (approved by Highways), associated costings and the approval from any/all landowners, in order that Full Council may then make an informed decision.

A response from WDPC was still pending.

### 13. **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 Berryman was pleased to report that a larger crowd had turned out to support the turning on of the Town’s Christmas Lights this year.

#### **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.

#### **Coastal Communities Team (CCT)**

Cllr Pearman informed Members that a Stakeholder meeting had taken place the previous week and a meeting of the Executive Committee would take place shortly. Cllr Pearman provided Members with an overview of the meeting and the topics which were covered. Members noted that the transfer of Title for the Harbour to an organisation was still ongoing and was proving to be a complicated process and that said organisation would shortly submit a planning application for the redevelopment of Pine End Works. Regarding the Outer Gates, Cllr Pearman advised that the Harbour Master had reported that funding had been available to undertake a survey of their condition, however, funding had yet to be raised to undertake the necessary repair/refurbishment work.



# LYDNEY TOWN COUNCIL

## FULL COUNCIL MEETING – 2018/12/10 – 83

Cllr Pearman also reminded Members that a £1.9 million funding bid to provide facilities at the Harbour would be put forward mid-late January 2019.

Cllr Holmes advised that he had also attended the meeting to represent another organisation and that members of the public who used the Harbour for yachting felt that their interests were being forgotten.

### **Community Safety Partnership**

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

### **Market Town's Forum**

Cllr Pearman reminded Members that they had all previously received information regarding the project scheduled to be undertaken by the University of Gloucestershire which would provide independently researched information for all Member Towns. Cllr Pearman advised that a number of “look and learn” visits would be conducted in the forthcoming months and that consideration was being as to how the organisation could improve its communication processes.

### **Flood Defence Stakeholder Meeting**

Cllr Berryman advised investigations were continuing regarding the flow of water resulting from one of the new residential developments. It was noted that Officers from Forest of Dean were monitoring the situation; that the developer had not yet commenced the building of the swale by the bungalow and that the fall of the water appeared to be going the other way.

Cllr Pearman commended Cllr Christodoulides on the work she had undertaken in monitoring the situation on the new developments and Cllr Preest advised that if required he would call on the expertise of Officers at Gloucestershire County Council as they were the Lead Local Flood Authority.

### **Forest of Dean Health Forum**

No report due to Cllr Harris's absence

### **Multi-use Track Stakeholder Meeting**

Cllr Greenwood advised that work was being undertaken on the route and that consultation was being undertaken with landowners. Cllr Greenwood gave a commitment to progress the matter over the Christmas break, as the group had not met for a while.

**Action by – Cllr Greenwood**

### **Parish and Town Council Liaison Meeting**

No report due to Cllr Ives's absence.

### **Lydney Town Hall**

Cllr Tremlett reported that it had not been possible for her to attend the last meeting, as the Town Hall Management Committee had only provided her with one days' notice of their meeting, however, she hoped to receive a copy of the meeting minutes.

#### 14. **DISTRICT COUNCILLORS REPORT**

No report received.





# LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2018/12/10 – 84

15. **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:

Responding to a question which had been raised by Cllr Vaughan, District Cllr Leppington advised that he had been contacted by a representative from Lydney Hub to discuss the possible use of the old Registrar's building in Swan Road, however, the site featured in the District Council's redevelopment plans. Furthermore, after viewing the building the representative did not feel that it would be suitable for use by the Hub.

Cllr Tremlett, noting that the District Council had chosen to invest in purchasing a commercial property in Whitney, questioned the logic in purchasing a building which was outside of the District's boundaries. District Cllr Leppington advised that the Cabinet had inherited a legacy that no geographical limit would be applied, however, this policy had now changed. District Cllr Leppington also advised that the Council was achieving a better return on its investment than that which would be obtained from a bank and that suitable properties were hard to find in the District. Cllr Holmes questioned the effect on the District Council's investment, should Brexit happen. District Cllr Leppington felt that no effect would be felt as a tenancy agreement was in force for the building and felt that it was impossible to predict what would happen in the future.

Cllr Pearman questioned if it would be possible for the Town Council to be provided with a copy of the figures which were used in the calculations undertaken by the District Council to arrive at the Tax Base figure. District Cllr Leppington gave a commitment to relay the request to his colleagues.

**Action by – District Cllr Leppington**

16. **COUNTY COUNCILLOR REPORT**

County Cllr Preest advised that transport issues were dominating matters at present: that transport changes would take place on 14<sup>th</sup> which would likely see a reduction of 8-10 journeys on the services operated by the Welsh Government; that on 16 November 2018 the Stagecoach service for the Forest suffered a major failure; that in February 2019 Cllr Preest was hoping to organise a Transport Seminar for the Forest to which invitations to attend would be extended to interested parties (e.g. Lydney Dial-a-Ride, Stagecoach, etc).

County Cllr Preest advised that he, together with Cllr Pearman and Mr P Adams (Dean Forest Railway) would meet with Mr S Excel the following day, during which it was hoped that an update would be received on the impasse relating to the bus link for the Oakdale Estate would be received.

Members were also informed that Aylburton Parish Council were interested in learning more about ANPR cameras with radar and had expressed a desire to work closely with Lydney Town Council, should it decide to implement same. Furthermore, that at a meeting would take place with representatives from Aylburton Parish Council on 21 December 2018 with Mr Richard Lloyd to discuss the proposed cycle link.

Finally, County Cllr Preest advised that he had invited Mr Mark Harper MP to attend a meeting with the Friends of Lydney Hospital on the previous Friday. County Cllr Preest

# LYDNEY TOWN COUNCIL

## FULL COUNCIL MEETING – 2018/12/10 – 85

advised that he had raised questions at the County Council regarding a perceived lack of health provision in the South Forest for which hoped to receive an answer shortly.

### 17. COUNCILLOR REPORTS

Cllr Biddle advised that he had visited Crump Farm recently and he gave a commitment to monitor the site, as it was believed that the owner had run into financial difficulties. Cllr Biddle advised that he was now involved in the Lydney Skiff project as only two people were now involved.

Cllr Christodoulides expressed thanks to the Council's staff for their hard work throughout the year.

Cllrs Greening and Vaughan reported that three caravans were based in the Railway Station car park and a number of other units were based at Lydney Harbour. It was noted that it was the responsibility of the site owners to remove the units and the Environment Agency had already been advised previously.

Cllr Greenwood expressed concern over the poor condition of some of the boats at Lydney Harbour. Cllr Berryman believed that a salvage company had purchased the boats but were experiencing difficulty in removing them. Cllr Greenwood also advised that he had attended a Stakeholder Meeting for the Oldbury and Berkeley sites and requested that an invitation be extended to a representative (ideally one representative from the Nuclear Decommissioning Authority and one representative from the Oldbury Decommissioning unit) to provide a presentation at a future Town Council meeting.

**Action by – the CEO**

*requiring*  
Cllr Tremlett advised that she had visited the Police Community Engagement Vehicle when it was in Lydney; had spoken to Ms Penny Latham from NatWest and had been provided with contact leaflets for their mobile service which attended Lydney once a week (for which the CEO was already in possession); had attended the consultation regarding the redevelopment of Pine End Works; attended a meeting with a representative regarding a *project* funding from the Barnwood Trust.

Cllr Leach advised that most of the Churches in the Town would not have individual services on 23 December 2018 but would instead participate in a community carol event in the middle of Town at 11.00 am. Cllr Leach also felt that the Town's Christmas Tree looked sad. Members were reminded that the Tree had been donated by Viscount Bledisloe. Cllr Leach stated that he felt that the lights let the tree down and requested that the matter be an agenda item for the next Amenities Meeting.

**Action by – the CEO**

Cllr Pearman advised that he had attended a meeting at Gloucestershire County Council a number of weeks prior and had spoken in support of the provision of healthcare facilities in Lydney and the South Forest. However, Cllr Pearman advised that he was still waiting to receive an answer to his question regarding what investment in healthcare had been documented for Lydney, which was the fastest growing Town. *M.*

# LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2018/12/10 – 86

18. **PRESS RELEASE**

**Cllr Biddle proposed** that Cllr Pearman’s statement on the provision of healthcare facilities in Lydney and South Forest be issued as a press release. **Seconded by Cllr Greenwood.** Cllr Pearman gave a commitment to forward his statement to the CEO.

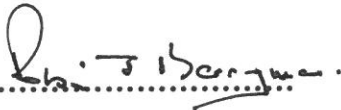
**Action by – the CEO**

19. **MEETING DATES**

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

- |                            |  |
|----------------------------|--|
| 14 January 2018 at 5.30 pm | - Extra Ordinary Finance & Scrutiny Committee    |
| 14 January 2018 at 6.00 pm | - Planning and Highway Committee                 |
| 14 January 2018 at 7.00 pm | - Full Council                                   |
| 21 January 2018 at 7.00 pm | - Amenities Committee                            |
| 28 January 2018 at 6.30 pm | - Burial Committee followed by Charitable Trusts |

Meeting closed at 8.40 pm

Chairman .....  .....

Date .....  .....



**Actions from Full Council meeting on 12 November 2018**

Agenda Item	Action
5	Cllr Vaughan to provide the CEO with details of the youth organisations which she has invited to address future Council meetings. <i>December/January's attendee listing received</i>
12.	CEO to write to the Forest of Dean District Council Officer who produced the Lydney Town Centre Report 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. <i>Done. Copy of the 'amended Report also circulated to all Members</i>
13.	Cllr Tremlett 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. <i>Pending</i>
16	<ul style="list-style-type: none"><li>• Cllr Vaughan to decorate the Town Council's tree in the Lydney Parish Christmas Tree Festival. Cllr Vaughan to remove said tree at the end of the Christmas period. <i>Pending</i></li><li>• CEO to tender Lydney Town Council's apologies that it would not be possible to appoint a representative to attend the "Our Shared Forest" meeting on 10 December 2018 due to it being held on the same night as Lydney Town Council's Full Council meeting. <i>Done</i></li></ul>
17.	<ul style="list-style-type: none"><li>• CEO to arrange for Community Speed Cameras to be a future Planning &amp; Highways agenda item, once further information has been received on the system/funding sources etc. <i>Done – Presentation arranged for 5.45pm prior to January P&amp;H Meeting. The Contractor aims to make costings etc available for this meeting date.</i></li></ul>

*NS*

### Regenerating Lydney Harbour

On behalf of the Lydney Coastal Community Team, the District Council has completed a successful Stage 1 funding application to the Coastal Community Fund. The final Stage 2 application will be submitted on 21<sup>st</sup> January, 2019.

Successful applications will be notified in March, 2019 with a view to commencing project activity from 1<sup>st</sup> April, 2019 and completing all funded expenditure by 31<sup>st</sup> March, 2021.

### Asset Management

The Forest of Dean District Council has purchased a commercial property in Witney which will bring much needed funds into the Council.

We are currently considering the purchase of a number of other commercial properties within the Forest.

We have sold two small pieces of land for £50,000.

Work will begin on the Lawnstone development in Coleford in January.

The Forest of Dean have asked consultants to examine a number of options for the redevelopment of Swan Road, Lydney.

### Five Acres

Forest of Dean District Council are currently pushing for the purchase of the site to be finalised by Homes England.

Once this is complete, we can commence the viability study for the state-of-the-art Destination Leisure Complex as approved by full council.

