

**Notes from the Oakdale Stakeholders Meeting held in the Council Chamber, Claremont House,
High Street, Lydney**

Date and Time of Meeting: Thursday 11th June 2015 at 2pm

Present: Fiona Miller (Bromford) **FM**
Mary Skinner (Bromford) **MS**
Cllr Claire Vaughan (Lydney Town Council) **CV**
Cllr Brian Pearman (Lydney Town Council/NDP) **BP**
David Street (Lydney Town Council/NDP) **DS**
Tom Oliver (PCSO Gloucestershire Constabulary) **TO**
Mrs J Smailes (CEO, Lydney Town Council) **JS**
Jamie Mattock (GCC Highways) **JM**
Bev Oliver (Base Estates) **BO**

Apologies: Barry Holmes (MMC) **BH**
Darren Isbell (Bromford) **DI**
Terry Shutt (Rooftop) **TS**
Phil Leary (Kier) **PL**

Note Taker: Kate Hammond, Admin Assistant, Lydney Town Council

1.	WELCOME & INTRODUCTIONS Fiona Miller (FM) chaired the meeting and welcomed everyone. Introductions were made around the table.
2.	BASE ESTATES <u>1. Introduction</u> Bev Oliver (BO) from Base Estates introduced herself and provided some background information about Base Estates. It was advised that Base Estate Management is a specialist company working with developers and residents to provide Residential Block & Estate Management to sites nationwide. They cover a whole range of sites including mixed tenure and premises requiring specialist skills and work with the developer to provide the services that resident's want. Kier Homes were still providing services for the Oakdale Estate up until May 2015 with Base Estates then taking on the management and undertaking ground services as of June 2015. BO advised that she would personally visit the estate every other month to assist with any resident queries <u>2. Items for Community Newsletter:</u> It was advised that Base Estates were in the process of creating a community newsletter and were looking to tender for local ground staff to help 'tidy up' the estate and carry out litter picking and weeding duties etc as of week commencing Monday 22 June 2015. The maintaining of the grounds would coincide with the sending out of the newsletter to all residents to introduce Base Estates and advise what services they would be providing. It was advised that the Flats/Apartments had already received a newsletter as they were entitled to extra services such as window cleaning. BO advised that she had spoken to current residents and their main concerns on the estate were in regard to anti-social behaviour, dog mess and litter. BO advised that she had already been approached by a local groundsman who was willing to offer his ground maintenance services to anyone on the estate who could not

	<p>maintain their own ground and would provide an advert to this effect for the newsletter. Further suggestions for the newsletter included items such as ‘bringing together communities’ where community days would be held and residents could work together with Base Estates to create a community spirit within Oakdale, especially with new residents arriving on the estate. PCSO Tom Oliver (TO) advised that the Police recently held a successful Community Day at Bathurst park which was very well attended. FM suggested that an article be included to ‘ask residents what they want’ and include Bev Oliver as the contact for Base Estates. Referring to the recent Community Day ‘drop in’ session at Naas Lane Community Centre on Tuesday 28 April 2015 (arranged by Oakdale Stakeholders) FM felt that the session was positive and Base Estates could ‘mirror’ the event to create another session like that. BO advised that Base Estates were also considering articles such as ‘incredible edibles’ whereby residents could have a patch of land to plant their own plants and vegetables or residents share their plants and vegetables that they have grown with other residents which would bring the community together.</p> <p>3. <u>Dog waste bins</u></p> <p>It was advised that it was Base Estates understanding that Forest of Dean District Council Street Wardens were looking at funding for dog bins as there was no budget from Base Estates for the bins. BO asked whether the Town Council would consider offering support. JS advised that it had previously been discussed and the Town Council could not provide the bins however if the cost for the bins was borne by Base Estates then the Town Council would look to consider maintenance/emptying of said bins. It was further suggested that 4 dog waste bins would be sufficient to be located in areas such as the playground, walkways and the pathways from the estate to the main road. It was felt that the main problems were around the areas where residents did not have their own gardens such as the Flats/Apartments areas. CV suggested that information on how to dispose of dog waste ie how much they could put into their own refuse bins, could be put as an article into the newsletter that Base Estates were due to be sending out and the Street Wardens could also place signs next to the installed bins on site. MS advised that the play areas were now generally clean and the most common place that dog mess was being found was on the waste ground of the proposed phase 2 area. JS suggested that Base Estates supply dog waste bins which would include a waste bag dispenser, similar to the bins that the Town Council were currently considering placing in other parts of Lydney (Ridler Road & Grove Lane) which were due to be discussed through the Council’s Amenities Committee.</p>
<p>3.</p>	<p>MMC UPDATE</p> <p>Members were advised that issues relating to Phase 2, Land ownership and signage, tree survey, work to trees requiring removal/pollarding and safety/appearance of undeveloped areas had all been raised with Barry Holmes/MMC however as they were not present at the meeting they could not provide a response/update. The issues would therefore be deferred until the next meeting.</p> <p>- ACTION: BARRY HOLMES/MMC TO PROVIDE RESPONSE TO ISSUES/ACTION POINTS PREVIOUSLY RAISED</p>
<p>4.</p>	<p>KIER UPDATE</p> <p>Members were advised that issues relating to correct signage for Bledisloe Way, signage requirement for Overstreet Apartments, number of units sold/un-occupied and the Oakdale roundabout status had all been raised with Phil Leary/Kier however as they were not present at the meeting they could not provide a response/update. The issues would therefore be deferred until the next meeting.</p>

	<p style="text-align: center;">- ACTION:PHIL LEARY/KIER TO PROVIDE RESPONSE TO ISSUES/ACTION POINTS PREVIOUSLY RAISED</p> <p>BO advised that having previously spoken to PL/Kier all action points raised were being dealt with imminently. JS asked BO to liaise with PL/Kier to advise that, among the other issues raised, Lydney Town Council were disappointed with the lack of signage on the Oakdale estate and would appreciate it if this could be investigated.</p> <p style="text-align: center;">- ACTION:BO TO CONTACT PL/KIER RE. LACK OF SIGNAGE ON OAKDALE ESTATE</p> <p>Referring to an action point from a previous meeting JS asked whether Base Estates had taken over the ownership of the Oakdale roundabout from Kier? BO advised that it was still under Kier responsibility to investigate the ownership. JS advised that a sum had been allocated to Lydney Town Council/Lydney In Bloom for cultivation on the 3 main roundabouts in Lydney, one of them being the Oakdale roundabout, and the Town Council Ground staff were keen to progress work on the roundabout due to planting season, given the Council hold the Cultivation Licence. BO advised that she would contact PL/Kier to chase this action point.</p> <p style="text-align: center;">- ACTION: BO TO CONTACT PL/KIER RE. STATUS OF THE OAKDALE ROUNDABOUT (A48)</p>
5.	<p>HIGHWAYS/GCC UPDATE</p> <p>1. <u>Opening up of Bus Link</u></p> <p>JM advised that BH/MMC had provided GCC Highways Department with technical information in support of the technical approval for the Bus Link to Cambourne Place. This information was submitted W/C 6 April 2015. JM advised that MMC have since submitted additional information and GCC Highways were currently in the process of approving/validating the overall submission.</p> <p>JM also advised that she had met with the Headteacher of Severnbanks School in regard to the link from the Oakdale estate to the School. JM expressed concern that a high number of residents were using the 'private land' to walk children to and from School and the concern over the use of this 'private land' would need to be discussed between GCC Highways, FODDC and BH/MMC.</p> <p>JS queried whether GCC Highways had thought about what bus operator they would use once the submission had been approved? JM advised that they would look to tender, therefore James Bevan, Stagecoach or Lydney Dial-a-ride could apply however there was no infrastructure in place at present.</p> <p>Further to a question raised on the route of the bus link, JM advised that it was her understanding that the link would be for trips to Chepstow, Gloucester and Lydney Town Centre. JM further advised that they would also consider for the route to not just be a shuttle from Oakdale to the Town Centre but would also look to include a 'loop' service to Highfield Hill, Lydney Station and back around to Lydney Town Centre. CV raised concern on whether the bus would be able to get around the Oakdale estate due to parked cars etc on most of the roads on the estate. JM advised that the issue on the roads is something that GCC Highways would consider and liaise with the Developer in order that they may be able to extend existing roads.</p>

	<p>BP queried whether the proposed Robert Hitchins Development would be included in the link and asked whether GCC Highways had received a timescale for the proposals for that site? JM advised that a meeting was being held in July to discuss those proposals.</p> <p style="text-align: center;">- ACTION: JM TO PROVIDE UPDATE ON BUS LINK AT NEXT MEETING</p> <p>2. <u>Footpath surfaces and lighting</u> JM advised that the lighting issues had now been rectified and GCC Highways had forwarded the issues with the footpath surfaces onto their contractor AMEY however JM advised that she would investigate their progress and report back.</p> <p style="text-align: center;">- ACTION: JM TO CONTACT AMEY REGARDING PROGRESS ON FOOTPATH SURFACES</p>
<p>6.</p>	<p>POLICE UPDATE – ISSUES ON SCHEME PCSO TO advised that there had been an incident on the play area on Oakdale – screws on a panel railing had been damaged. It was also reported that there were still issues being experienced with trial bikes being ridden on phase 2 land and the Police had taken action on the individuals under section 165 Road Traffic Act. It was further advised that the Police were going to approach FODDC to discuss the possibility of anti-bike railings on Oakdale and appropriate signage to indicate ‘private land’. It was further suggested that the Developer look into getting temporary signs to deter the individuals and as discussed in a previous stakeholders meeting BH was investigating what further action could be taken to prevent riders using this parcel of land.</p> <p>MS advised that Bromford were looking at funding to create a ‘Moto’ event which would be held at a suitable venue and be more controlled, which would not only occupy the needs of those currently using the unauthorised land on Oakdale but would also deter the issues currently being faced on Oakdale.</p>
<p>7.</p>	<p>STREET WARDEN UPDATE It was advised that as the Street Wardens were not present they were unable to provide any updates. Any issues that would arise in the meantime would be deferred until the next meeting.</p>
<p>8.</p>	<p>BROMFORD UPDATE</p> <p>1. <u>Gardens</u> MS advised that Bromford had attended 2 or 3 gardens every couple of weeks following reports on garden drainage and the bulk of their residents who had asked for assistance had been visited within their warranty time span. FM advised that Rooftop had also carried out some work on their residents properties too.</p> <p>2. <u>Update from Stakeholder event</u> FM advised that the general census from the recent Community Day ‘drop in’ session at Naas Lane Community Centre on Tuesday 28 April 2015 (arranged by Oakdale Stakeholders) was that it was positive however it was not very well attended. MS advised that every house on the Oakdale estate received an invitation as they were hand delivered to every door. She also advised that every query that was raised at the Community Day session was dealt with and BH/MMC had even visited a few homes to respond to any issues/queries raised.</p> <p>3. <u>Survey results – what are customers telling us</u> FM advised that following the results of the survey, most of their customers would</p>

	<p>recommend Oakdale as a place to live. MS advised that the only issues that had been raised were in regard to footpaths, parking and gardens, and these issues would subsequently be investigated.</p>
9.	<p>ROOFTOP UPDATE</p> <p>It was advised that as there were no members from Rooftop present they were unable to provide any updates. Any issues that would arise in the meantime would be deferred until the next meeting.</p>
10.	<p>LYDNEY TOWN COUNCIL UPDATE</p> <p>1. <u>Grit bin requirements for Oakdale</u></p> <p>JS advised that CV would identify the number of grit bins required for Oakdale and report back to Lydney Town Council in order that the issue could be discussed/approved at the next Amenities Committee meeting. Members were reminded however that the residents would be required to grit the areas until the roads were adopted at the end of phase 2 as Lydney Town Council did not have the ground force to grit the areas.</p> <p style="text-align: center;">- ACTION: CV TO INVESTIGATE HOW MANY GRIT BINS ARE REQUIRED FOR OAKDALE ESTATE AND REPORT BACK TO LYDNEY TOWN COUNCIL</p>
11.	<p>FOREST OF DEAN DISTRICT COUNCIL UPDATE</p> <p>1. <u>Safety of steps down to main road</u></p> <p>Referring to an action point previously assigned to him DS advised that he was investigating public rights of way and there was still a high concern regarding the steep steps, with no gate on them, leading directly down from an embankment bordering Feathers Drive onto the main A48 road. Re-iterating what had been discussed in a previous stakeholders meeting DS advised that the main concern felt by residents was that children and pets could potentially walk straight out onto a very busy, fast moving, road which could cause a serious accident. It was also felt that as the area was a public right of way it needed to protect the people that were using it by way of a barrier or a 'kissing gate' at each end (top and bottom). Alternatively DS was investigating the possibility of abandoning the steps altogether, making them safe but not accessible, and instead creating a public footpath from the entrance of Oakdale to the footpath leading to the roundabout. JM advised that if the decision was to close the access altogether then the Developer may be faced with planning issues and it would also need to pass through the GCC Highways Act, it was therefore advised that it may be better to leave the access as it is but to install a safety measure such as a staggered barrier/gate. It was however the responsibility of the Developer to investigate the issue. FM advised that she would report the issue to BH/MMC and they would need to liaise with JM/GCC who would be able to offer the best advice.</p> <p style="text-align: center;">- ACTION: FM TO CONTACT BH/MMC TO RAISE ISSUE OF SAFETY MEASURE/GATE FOR TOP AND BOTTOM OF STEPS ON THE EMBANKMENT BORDERING FEATHERS DRIVE AND THE MAIN A48</p>
12.	<p>MINUTES OF 15TH APRIL – PUBLIC DOMAIN</p> <p>FM confirmed that Bromford would display a copy of the stakeholders minutes of the 15th April on their website in order that the minutes were open and transparent. JS confirmed that the minutes would also be shown on Lydney Town Council's website. All agreed.</p>

13.	<p>CHAIR OF NEXT MEETING</p> <p>FM suggested a chair roster system and BO agreed that she would chair the next meeting. For continuity however Bromford would continue to address the Agenda inviting all members.</p> <p>- ACTION: FM/BROMFORD TO ISSUE AGENDA FOR NEXT MEETING AND BO/BASE ESTATES TO CHAIR NEXT MEETING</p>
14.	<p>AOB</p> <p>CV questioned whether the Oakdale estate would display signage to reduce speeding and, if possible, make the estate a 20mph zone? BO advised that BH/MMC would need to look into the issue regarding speed zones on the estate.</p> <p>- ACTION: FM TO CONTACT BH/MMC TO RAISE ISSUE REGARDING SPEED ZONES ON THE ESTATE</p>
15.	<p>DATE OF NEXT MEETING</p> <p>Tuesday 8th September 2015 at 2pm at Lydney Town Council Chambers.</p>

Meeting finished at 3.16pm.

OVERVIEW OF ACTION POINTS RAISED:

-ACTION:BARRY HOLMES/MMC TO PROVIDE RESPONSE TO ISSUES/ACTION POINTS PREVIOUSLY RAISED – I.E ISSUES RELATING TO PHASE 2, LAND OWNERSHIP AND SIGNAGE, TREE SURVEY, WORK TO TREES REQUIRING REMOVAL/POLLARDING, SAFETY/APPEARANCE OF UNDEVELOPED AREAS

-ACTION:PHIL LEARY/KIER TO PROVIDE RESPONSE TO ISSUES/ACTION POINTS PREVIOUSLY RAISED – I.E CORRECT SIGNAGE FOR BLEDISLOE WAY, SIGNAGE REQUIREMENT FOR OVERSTREET APARTMENTS AND NUMBER OF UNITS SOLD/UN-OCCUPIED

-ACTION:BO TO CONTACT PL/KIER RE. LACK OF SIGNAGE ON OAKDALE ESTATE

-ACTION: BO TO CONTACT PL/KIER RE. STATUS OF THE OAKDALE ROUNDABOUT (A48)

- ACTION: JM TO PROVIDE UPDATE ON BUS LINK AT NEXT MEETING

- ACTION: JM TO CONTACT AMEY REGARDING PROGRESS ON FOOTPATH SURFACES

-ACTION:CV TO INVESTIGATE HOW MANY GRIT BINS ARE REQUIRED FOR OAKDALE ESTATE AND REPORT BACK TO LYDNEY TOWN COUNCIL

- **ACTION: FM TO CONTACT BH/MMC TO RAISE ISSUE OF SAFETY MEASURE/GATE FOR TOP AND BOTTOM OF STEPS ON THE EMBANKMENT BORDERING FEATHERS DRIVE AND THE MAIN A48**

- **ACTION: FM/BROMFORD TO ISSUE AGENDA FOR NEXT MEETING AND BO/BASE ESTATES TO CHAIR NEXT MEETING**

- **ACTION: FM TO CONTACT BH/MMC TO RAISE ISSUE REGARDING SPEED ZONES ON THE ESTATE**