

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

**Date and Time of Meeting:** Tuesday 6<sup>th</sup> October 2015 at 2pm

**Present:** Fiona Miller (Bromford) **FM**  
 Janice Hutton (Bromford) **JH**  
 Cllr Claire Vaughan (Lydney Town Council) **CV**  
 Cllr Brian Pearman (Lydney Town Council/NDP) **BP**  
 David Street (Lydney Town Council/NDP) **DS**  
 Mrs J Smailes (CEO, Lydney Town Council) **JS**  
 Jamie Mattock (GCC Highways) **JM**  
 Bev Oliver (Base Estates) **BO**  
 Harriett Brown (Rooftop) **HB**

**Apologies:** Barry Holmes (MMC) **BH**

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

<b>1.</b>	<p><b>WELCOME &amp; INTRODUCTIONS</b></p> <p>Bev Oliver (BO) chaired the meeting and welcomed everyone. Introductions were made around the table.</p>
<b>2.</b>	<p><b>BASE ESTATES</b></p> <p>1. <u>Community Newsletter</u></p> <p>Members were provided with a copy of the community newsletter ‘Base News’.</p> <p>Items included:</p> <ul style="list-style-type: none"> <li>- Information for Residents</li> <li>- What is the Estate charge for</li> <li>- Playgrounds</li> <li>- Anti-Social Behaviour</li> <li>- Maintenance of Gardens</li> <li>- What’s going on in Lydney</li> <li>- Driving and Parking on the Estate</li> </ul> <p>BO advised that the initial newsletter was a guide to the background of Base Estates Ltd and the services that they provided to their residents. It was also advised that Base Estates worked together with Rooftop Housing and Bromford Housing to create the newsletter which would be sent out to residents on a quarterly basis. Base Estates welcomed feedback on the newsletter from both Stakeholder members and residents of Oakdale.</p> <p>BP commented on the newsletter item ‘what’s going on in Lydney’ where it stated that: ‘permission has now been received to proceed with the build of the new Asda superstore which will include a shuttle bus transfer to Lydney town centre’ – it was felt that at this time, as this information had not been officially confirmed, it should not be included as it provided false expectations to residents.</p> <p>CV commented on the newsletter, as a Oakdale resident herself, that she thought it was good that Base Estates had included what the Estate charge was for as residents could gauge a better understanding of the fees that they pay. She also felt that information on the Playgrounds and Anti-social behaviour proved very informative for residents.</p>

	<p>2. <u>Estate Maintenance – Dog Waste Bins</u> As discussed at the last meeting, provision for dog waste bins was the responsibility of the management company.</p> <p>3. <u>Further update from Base Estates</u> BO advised that Base Estates would be requesting ground plans for the Estate from the Developer in order to ascertain who was responsible for what areas.</p> <p>BO felt that responsibility for maintaining ‘Swale areas’ was a priority as drainage appeared to be poor on the Estate. Following a recent visit to the estate BO identified poor drainage at the back of the bungalows where there appeared to be a large amount of standing water. She reported her concerns to Kier Homes, however they had maintained that drainage was adequate.</p> <p>Following a short discussion it was felt that any drainage issues needed to be reported by Base Estates to Forest of Dean District Council and Gloucestershire County Council SUDS Team. Furthermore, it was advised that Lydney Town Council hosted regular Flood Defence Stakeholders Meetings and therefore any information regarding drainage and flooding would be regarded as paramount importance and needed to be highlighted to members at said meeting.</p>
<p><b>3.</b></p>	<p><b>MMC UPDATE</b></p> <p>1. <u>Phase 2 Update/Tree Survey/Work to trees requiring removal</u> Members were provided with an update issued via email by Barry Holmes MMC. The email advised that MMC had instructed an arboricultural visual tree assessment of the trees that were causing residents to Lakeside some concern (Poplars trees). The assessment concluded that the trees represented a minimal risk. However, due to the nature and size of the trees, there was limited useful life remaining in them before the risk of failure was to increase. It was therefore recommended that full removal would be prudent rather than delaying until the trees become a problem and begin to represent a significant hazard. MMC were currently in the process of agreeing a variation to condition on relation to the landscaping approval for Phase 1 Oakdale which would capture any approval to remove these trees. A contractor has been appointed (Mark Harris ISA Cert Arb) and he would commence the complete removal of these trees on 28th October 2015.</p> <p>MMC have also been working with Architects and Landscape consultants to bring forward the remaining outline consent for the 390 homes planned for the Phase 2 land in preparation for a full Planning Application. The remaining master plan picks up the broader cycle and pedestrian links to the wider community.</p> <p>MMC were proposing to present these plans to the community at an ‘open day’ exhibition on Thursday 8th October 2015. MMC advised that their PR company ‘Social Communications’ would forward invitations to Stakeholders to attend the open day and proposed that a private viewing take place at 1pm on the day, before presenting to the public/local residents from 2pm until 6.30pm.</p> <p>CV confirmed that, as an Oakdale resident, she had received an invitation to the ‘open day’ exhibition which was to be held at Lydney Town Hall.</p> <p>BO felt that tree surveys should be carried out on the remaining trees on the estate, not just the Poplars trees as mentioned, as it was felt that a lot more work needed to be done on all</p>

	<p>trees on the estate.</p> <ul style="list-style-type: none"> <li>- <b>ACTION: BO TO CONTACT BARRY HOLMES MMC REGARDING WORK/SURVEY TO REMAINING TREES ON WHOLE OF OAKDALE ESTATE</b></li> </ul> <p>2. <u>Land ownership and signage (area linking Oakdale to Severnbanks School)</u>  As a response regarding land ownership and signage had not been provided by MMC it was felt that this item would be deferred until the next meeting.</p> <ul style="list-style-type: none"> <li>- <b>ACTION: BARRY HOLMES MMC TO PROVIDE AN UPDATE REGARDING LAND OWNERSHIP AND SIGNAGE (area linking Oakdale to Severnbanks School)</b></li> </ul> <p>3. <u>Safety/appearance of undeveloped areas</u>  As a response regarding the safety/appearance of undeveloped areas had not been provided by MMC it was felt that this item would be deferred until the next meeting.</p> <p>CV advised that residents were still walking across undeveloped land and it was a real health and safety concern. JS advised that HSE have been contacted on the matter.</p> <ul style="list-style-type: none"> <li>- <b>ACTION: BO TO CONTACT BARRY HOLMES MMC REGARDING THE SAFETY/APPEARANCE OF UNDEVELOPED AREAS ON THE ESTATE</b></li> </ul> <p>4. <u>Safety Measures to Gate for top and bottom of steps on the embankment and request for speed zones on the estate</u>  Following discussions at the last meeting the aforementioned issues have been raised with County Councillor Alan Preest however as he was not present at the meeting to provide a response/update it was felt that this item would be deferred until the next meeting.</p> <ul style="list-style-type: none"> <li>- <b>ACTION: CCLR ALAN PREEST TO PROVIDE A RESPONSE REGARDING SAFETY MEASURE/GATE FOR TOP AND BOTTOM OF STEPS ON THE EMBANKMENT BORDERING FEATHERS DRIVE AND THE MAIN A48 AND PROVIDE RESPONSE REGARDING SPEED ZONES ON THE ESTATE</b></li> </ul>
<p>4.</p>	<p><b>KIER UPDATE</b></p> <p>1. <u>Correct signage for Bledisloe Way</u>  Kier have confirmed that they will fit additional signage for No's 18-26 Bledisloe Way however they needed confirmation from members as to the location and wording of said signage. FM provided members with photographs and proposals of said area.</p> <p>Following a short discussion, the location and wording was agreed by members and FM advised that she would contact Phil Leary at Kier to arrange for the signs to be made up and fitted as soon as possible.</p> <p>2. <u>Signage requirement for Overstreet Apartments</u>  FM advised that she would contact Phil Leary at Kier to ascertain whether they would provide signage for Overstreet Apartments.</p> <p>3. <u>Number of units sold/un-occupied</u>  Following an action point raised at the last meeting as to the number of units sold/un-occupied, it was advised that 20 units were still awaiting to be sold on the estate.</p>

	<p>4. <u>Further update from Kier</u>  Following an action point raised at the last meeting in regard to the A48 roundabout, it was advised by Phil Leary at Kier that the roundabout had still not been adopted due to an issue with underground cables, however it was hoped that further information regarding the adoption would be available by mid-October.</p> <p>- <b>ACTION: FM TO CONTACT PHIL LEARY AT KIER REGARDING ARRANGEMENTS OF SIGNS FOR BLEDISLOE WAY AND ADDITIONAL SIGNS FOR OVERSTREET APARTMENTS</b></p>
5.	<p><b>HIGHWAYS/GCC UPDATE</b></p> <p>1. <u>Opening up of Bus Link</u>  JM advised that GCC Highways were still in the process of approving/validating the overall submission regarding the Bus Link as they were awaiting further technical information which had been requested for the last 2-3 years from Barry Holmes MMC. The current submission did not have enough information for GCC Highways to technically assess.</p> <p>JS advised that the Town Council Planning Committee had expressed concern at the lack of response from MMC to a number of issues regarding the Bus Link and the Oakdale Estate. Furthermore JS referred members to Section 38 of the Highways Act 1980 which states <i>'the developer must have obtained planning permission, including approval of any reserved matters. The works must be constructed to a design and standard agreed by the highway authority. The developer is responsible for carrying out the works at their own expense, and for maintenance costs until adoption. There will generally be a 12 month maintenance period between the completion of the works and the adoption of the roads. If the development is phased, then adoption will generally take place after the final phase is completed. This is because the roads may continue to be used as a means of access by construction traffic'</i>. It was therefore questioned as to why it had taken 3-4 years for MMC to provide GCC Highways with the technical information they require for the roads and Bus Link? It was also felt that FODDC Planning Officers should be investigating the matter.</p> <p>CV expressed concern that the main access to the Estate on foot was from Lydney Lake then over private land which was dangerous. BO advised that Base Estates only maintained land that was 2ft in from the boundary and that other land was believed to be in ownership of MMC.</p> <p>BP suggested that Oakdale residents lodge a petition letter to FODDC Planning Authority regarding the footpath and bus link between the Town and the Oakdale Estate.</p> <p>- <b>ACTION: CV TO WRITE LETTER TO FODDC PLANNING AUTHORITY (WITH ASSISTANCE FROM LTC) RE FOOTPATH AND BUS LINK BETWEEN THE TOWN AND THE OAKDALE ESTATE</b></p> <p>2. <u>Footpath surfaces and lighting</u>  JM advised that GCC Highways had forwarded the issues with the footpath, from the old existing gatehouse up to Cambourne, onto their contractor AMEY for inspection. JS asked whether AMEY could cut back the vegetation in the Cambourne Place/Cambourne area, JM advised that she would contact AMEY to request this.</p> <p>FM advised that it was difficult to see the Oakdale sign on the A48 due to overgrown trees, JM</p>

	<p>advised that she would speak to GCC Highways department to request clearance of overgrown trees in front of sign.</p> <p style="text-align: center;"><b>- ACTION: JM TO PROVIDE UPDATE ON CAMBOURNE FOOTPATH AND VISIBILITY OF SIGN ON A48</b></p>
6.	<p><b>POLICE UPDATE – ISSUES ON SCHEME</b></p> <p>As the Police were not present at the meeting they were unable to provide any updates. They had however previously expressed concern regarding trial bikes being ridden on Phase 2 land with issues believed to still be on-going. Any further issues experienced in the meantime would be deferred until the next meeting.</p>
7.	<p><b>STREET WARDEN UPDATE</b></p> <p>As the Street Wardens were not present at the meeting they were unable to provide any updates. Any issues that would arise in the meantime would be deferred until the next meeting.</p>
8.	<p><b>BROMFORD UPDATE</b></p> <p>FM introduced Janice Hutton, New Housing Manager at Bromford, to the group. Janice advised that she was an Oakdale resident herself and she looked forward to the opportunity to contribute her views to the Oakdale Stakeholders meetings.</p> <p>FM advised that the general census from the Community Day ‘drop in’ session at Naas Lane Community Centre held in April was that it was positive overall however it was not very well attended. FM advised that Bromford would investigate ways of better communicating with residents should they arrange a Community Day in the future.</p> <p>1. <u>Gardens</u></p> <p>FM advised that Bromford had attended 2 or 3 gardens every couple of weeks following reports on garden drainage. Furthermore they were investigating a couple of gardens on Boating Lake Lane and would provide an update on their findings at the next meeting.</p> <p>2. <u>Grit Bins</u></p> <p>FM advised that Bromford would provide a grit bin to the back of Par Four Lane and in the car park of the apartments at Overstreet Green.</p>
9.	<p><b>ROOFTOP UPDATE</b></p> <p>Harriett Brown (HB) introduced herself to the group and advised that she was new to her role having only been appointed in July/August this year. She further advised that she was currently forming working relationships with Rooftop tenants located in the ground floor apartments at Overstreet Green and had been in regular contact with Bromford.</p>
10.	<p><b>LYDNEY TOWN COUNCIL UPDATE</b></p> <p>1. <u>Grit bin requirements for Oakdale</u></p> <p>JS advised that Lydney Town Council had placed a temporary blue grit bin on the entrance to the Oakdale Estate following a request made directly by a resident of Oakdale. JS reminded CV that the Town Council were still awaiting information from her as to how many grit bins were needed and the exact location to place such grit bins in order that the issue could be discussed/approved at the next Town Council Amenities Committee meeting. Members were advised however that the Town Council would only place temporary blue grit bins in the desired locations as the roads had still not been fully adopted.</p>

	<p>- <b>ACTION:CV TO INVESTIGATE HOW MANY GRIT BINS ARE REQUIRED FOR OAKDALE ESTATE AND REPORT BACK TO LYDNEY TOWN COUNCIL</b></p> <p>2. <u>Siting of Post box for Oakdale</u> CV advised that the new post box which had been agreed by Royal Mail following the successful application made by Lydney Town Council in April, had still not been installed on the estate. JS advised that the Town Council would contact Royal Mail for an update.</p> <p>- <b>ACTION:JS TO CONTACT ROYAL MAIL TO ASCERTIAN PROGRESS RE POST BOX FOR OAKDALE</b></p>
11.	<p><b>FOREST OF DEAN DISTRICT COUNCIL UPDATE</b> As there were no members from FODDC present at the meeting they were unable to provide any updates. Any issues that would arise in the meantime would be deferred until the next meeting.</p>
12.	<p><b>MINUTES OF 11<sup>TH</sup> JUNE – PUBLIC DOMAIN</b> FM confirmed that Bromford would display a copy of the Oakdale Stakeholders minutes of the 11<sup>th</sup> June 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><b>CHAIR OF NEXT MEETING</b> CV agreed that she would chair the next meeting. Lydney Town Council agreed to address the Agenda inviting all members (FM to provide LTC with contact details).</p> <p>- <b>ACTION: LTC TO ISSUE AGENDA FOR NEXT MEETING AND CV TO CHAIR NEXT MEETING</b></p>
14.	<p><b>AOB</b></p> <p>1. <u>Safety of steps down to main road</u> As discussed in previous meetings 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.</p> <p>It was advised that the issue had been highlighted to County Councillor Alan Preest who would take the matter up at County Council level however as he was not present at the meeting to provide a response/update it was felt that this item would be deferred until the next meeting.</p> <p>2. <u>Speed Zones on the Estate</u> It was advised that as the roads had not been adopted, GCC Highways were reluctant to supply speed zones, as they could not be enforced.</p> <p>BO suggested that the matter be an item in the next ‘Base News’ newsletter highlighting to residents the need to be responsible on the roads and to keep the speed of their vehicles to a minimum when travelling on roads around the estate. CV suggested that the Town Council or Management Company work with local Schools and Police to create a ‘speed aware’ initiative on the estate. BO agreed that Base were willing to interact with the Community and would include an article on a ‘speed aware’ initiative in the next Base newsletter.</p>

	<p style="text-align: center;"><b>- ACTION: BO TO INCLUDE A 'SPEED AWARENESS' ARTICLE IN NEXT ISSUE OF BASE NEWS NEWSLETTER</b></p> <p>3. <u>Street Lighting</u> It was advised that 5 street lights were not working on the estate and 1 street light was lit up all of the time. JM advised that it was down to the developer to ensure that street lights were fully operational. BO advised that she would liaise with Barry Holmes MMC on this matter and asked CV to send her the information/location of said street lights.</p> <p style="text-align: center;"><b>- ACTION: BO TO CONTACT BARRY HOLMES MMC REGARDING STREET LIGHTS ON THE ESTATE (CV TO SEND INFORMATION/LOCATION OF SAID STREET LIGHTS)</b></p>
<b>15.</b>	<p><b>DATE OF NEXT MEETING</b> Tuesday 1<sup>st</sup> December 2015 at 2pm at Lydney Town Council Chambers.</p>

Meeting finished at 3.40pm.

**OVERVIEW OF ACTION POINTS RAISED:**

**- BO TO CONTACT BARRY HOLMES MMC REGARDING WORK/SURVEY TO REMAINING TREES ON WHOLE OF OAKDALE ESTATE**

**- BARRY HOLMES MMC TO PROVIDE AN UPDATE REGARDING LAND OWNERSHIP AND SIGNAGE**

**-BO TO CONTACT BARRY HOLMES MMC REGARDING THE SAFETY/APPEARANCE OF UNDEVELOPED AREAS ON THE ESTATE**

**-CCLR ALAN PREEST TO PROVIDE A RESPONSE REGARDING SAFETY MEASURE/GATE FOR TOP AND BOTTOM OF STEPS ON THE EMBANKMENT BORDERING FEATHERS DRIVE AND THE MAIN A48 AND PROVIDE RESPONSE REGARDING SPEED ZONES ON THE ESTATE**

**-FM TO CONTACT PHIL LEARY AT KIER REGARDING ARRANGEMENTS OF SIGNS FOR BLEDISLOE WAY AND ADDITIONAL SIGNS FOR OVERSTREET APARTMENTS**

**- CV TO WRITE LETTER TO FODDC PLANNING AUTHORITY (WITH ASSITANCE FROM LTC) RE FOOTPATH AND BUS LINK BETWEEN THE TOWN AND THE OAKDALE ESTATE**

**- JM TO PROVIDE UPDATE ON CAMBOURNE FOOTPATH AND VISIBILITY OF SIGN ON A48**

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

**- JS TO CONTACT ROYAL MAIL TO ASCERTIAN PROGRESS RE POST BOX FOR OAKDALE**

**- LTC TO ISSUE AGENDA FOR NEXT MEETING AND CV TO CHAIR NEXT MEETING**

**- BO TO INCLUDE A 'SPEED AWARENESS' ARTICLE IN NEXT ISSUE OF BASE NEWS NEWSLETTER**

**- BO TO CONTACT BARRY HOLMES MMC REGARDING STREET LIGHTS ON THE ESTATE (CV TO SEND INFORMATION/LOCATION OF SAID STREET LIGHTS)**