

# LYDNEY TOWN COUNCIL

## FULL COUNCIL MEETING – 2015/11/09 – 67

**MINUTES OF THE TOWN COUNCIL MEETING** held in the Council Chamber, Claremont House, Lydney on Monday 9 November 2015 at 7.00 pm.

**PRESENT:** Cllrs B Berryman (Chairman), D Beddis, D Biddle, R Christodoulides, J Greenwood, C Harris, H Ives, C Legg, B Pearman, A Preest, D Pugh, S Rudge, D Street and C Vaughan

Ms H Yarworth and Ms R Davis, Barnardos – Presentation only (late arrival)  
PC P Hopkins, Gloucestershire Police – Agenda Item 4 only  
PC H Davies, Gloucestershire Police – Agenda Item 4 only  
One member of the public  
District Cllr Bevan  
Mrs J Smailes – Chief Executive Officer (CEO)  
Miss C Wheeler – Executive Officer (EO)

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Due to the late arrival of the representatives from Barnardos to the meeting, Cllr Berryman informed Members that Agenda Item 4 – Police would be brought forward, however the minutes reflect the order as shown on the agenda.

Cllr Berryman welcomed Ms Yarworth and Ms Davis to the meeting. Members were duly provided with copies of the presentation overview produced by the aforementioned representatives which detailed the work of Barnardos Children's Centres. It was noted that Barnardos operated seventeen Children's Centres in Gloucestershire which were run on behalf of the Local Authority, with five located in the Forest of Dean (one of which was based in Lydney). During the presentation Members were informed of the extent of the work undertaken in the community in order to achieve the best outcome for children and to support their parents through a range of social and educational programmes. Ms Yarworth stressed the importance of early intervention in order to prevent issues already experienced by children from becoming entrenched and highlighted the outreach service which was provided by the Centre.

Ms Davis emphasised the focus which was directed towards education and learning; the level of free preschool hours which were available for young children and the methods by which the Centre could be contacted (including Facebook and their Website).

Responding to a question which had been raised by Cllr Preest, Ms Yarworth advised that consultation was taking place with Gloucestershire County Council regarding the future of the Children's Centres; that whilst funding had been secured for 2016 it was likely that big changes would be introduced in the future, including the need for greater partnership working. All members were encouraged by Ms Yarworth to respond to any future consultations which were held on the issue.

Ms Yarworth and Ms Davis were invited to submit an article to the Town Council for inclusion in the Spring 2016 newsletter.

Ms Yarworth and Ms Davis excused themselves from the meeting at this point.

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.

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1. **APOLOGIES**

Cllr Berryman advised Members that since the last meeting Cllr Openshaw had resigned from the Council.

No apologies for absence were received.

2. **DECLARATIONS OF INTEREST**

None.

3. **MINUTES OF PREVIOUS MEETING**

Approval of the minutes of the Town Council meeting held on 12 October 2015 was **proposed by Cllr Vaughan, seconded by Cllr Pugh. Vote carried.**

4. **POLICE MATTERS**

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

Cllr Berryman welcomed PC's Hopkins and Davies to the meeting.

Members noted the response which had been received from PC Pitman regarding the issues raised by Councillors at the previous meeting. With regard to the increase in assaults, PC Hopkins believed that the increase could be attributed to Gloucestershire Constabulary's campaign to encourage a greater number of domestic assaults to be reported. PC Hopkins also enquired if the Council planned to allocate funding to provide CCTV for Bathurst Park. Members were reminded by the CEO that Trustees of the Park had previously considered the matter and a quotation had been considered following a visit by the Contractor and that problems had arisen with "line of sight"/lack of light etc, therefore Trustees had discounted such.

PC Davies reminded Members that an issue had previously been raised by the Community regarding drug dealing; that the offender had been arrested and was due in Court; that the Police were working with Housing to tackle the issue and it was anticipated that a positive outcome would be achieved by the end of the year.

Noting the imminent arrival of Christmas, Cllr Harris enquired if a greater number of Officers would be patrolling the beat in order to deter any increase in shoplifting. Cllr Rudge expressed thanks to both Officers for assisting with the Remembrance Parade.

Responding to a question which had been raised by Cllr Berryman, PC Davies advised that the Police would be running a campaign throughout December to tackle drink driving; PC Hopkins urged Members to inform him of any drink driving issues in order that targeted operations may be conducted.

There being no further questions PC's Hopkins and Davies excused themselves from the meeting at this point.

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### 5. OPEN FORUM

Mr W Owen, 3 Augustus Drive, Lydney – Regarding Agenda Item 16, Mr Owen questioned the value for money of the recent NDP Newsletter; questioned who was responsible for the cost of same; questioned where such costs were considered.

As Chairman of the NPD Steering Group, Cllr Pearman reminded Mr Owen (who had previously been involved with the Lydney NDP Steering Group) that expenditure was considered at NDP Steering Group meetings; that such expenditure was published on the NDP Website; that all NDP expenditure was underwritten by Lydney Town Council and therefore monitored by the Council's Responsible Finance Officer. The CEO also advised that Councillors were provided monthly with a Finance Statement regarding the NDP budget as part of Agenda Item 8 – Financial Matters.

### 6. COMMUNICATIONS BY THE MAYOR

Cllr Berryman advised that since the last meeting he had attended a number of events, including:

- Launch of the Poppy Appeal at the Norchard Steam Centre
- Opening of the Poppy Shop
- Remembrance Sunday

Due to the resignation of Cllr Openshaw, Cllr Berryman voiced his intention to take on the role of Lead Councillor for the Christmas Lights Switch On which would take place on Saturday 28 November 2015. Furthermore, **Cllr Berryman proposed** an agenda item for the December Full Council meeting Members in order that Members could consider amalgamating the Town & Events Committee's remit back into the Amenities Committee and appoint a Chairman accordingly.

**Action by – the CEO**

Cllr Berryman reported that due to the decision to site the Christmas Cone on the grass outside the Council's Office it had not been possible to fly the Union Flag on Remembrance Sunday, nor would it be possible to fly the Union Flag on 20 November 2015 in respect of the Wedding Anniversary of The Queen. Members noted that Cllr Berryman had arranged for the Union Flag to be flown for both dates at the Town Hall.

Finally, Cllr Berryman reported that he had received an anonymous letter regarding 3 Hill Street. Members were advised that the building was owned by the John Watts Trust who permitted the Royal British Legion to use the building and an office.

### 7. CEO'S REPORT

A copy of the CEO's report had been circulated to Councillors prior to the meeting, the contents of which were duly noted (Appendix A). A report was then given on the following matters:-

- Members were provided with a copy of the Union Flag flying dates for 2016 and were asked to ensure that the document was added to their Councillor folder.
- Attention was drawn to the documentation (e.g. risk assessment, site plan and timing plan) which had been displayed on the Council's website as part of the Town and Events Committee meeting paperwork. Members were reminded that the Mayor would act as the Lead Councillor for the event and would be assisted by Cllr Harris.

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### 7b) Councillor Surgeries

- Members were informed that Cllrs Berryman and Vaughan would undertake the next Councillor Surgery on 21 November 2015.

## 8. FINANCIAL MATTERS

### FINANCIAL STATEMENT -

NOVEMBER 2015

#### Opening Bank Balances as 1st April 2015

LLOYDS BANK - Current account	91,848.82
LLOYDS BANK - Lydney In Bloom - current	94.10
LLOYDS BANK - NDP - current	9,629.81
LLOYDS BANK - Youth Council - current	885.96
LLOYDS BANK - LGPS - current	10.00

2014/15 Commitments Brought Forward  
**£28,551.74**

#### LLOYDS BANK - Earmarked Reserves:

S106	29,191.50
Lydney War Memorial	1,347.00
Play Areas	8,000.00
Cemetery	13,842.14
Walkers Are Welcome Signage	2,000.00
Machinery	11,500.00
NDP Earmarked	4,296.62
LGPS Provision	5,000.00
	75,177.26

LLOYDS BANK - General Reserve	141,412.46	216,589.72
		<b>319,058.41</b>

#### RECEIPTS

Receipts APRIL	241,940.18	includes Precept 1 of 2
Receipts MAY	8,309.38	
Receipts JUNE	2,500.12	
Receipts JULY	9,029.69	
Receipts AUGUST	1,398.52	
Receipts SEPTEMBER	252,670.30	includes Precept 2 of 2
<b>Receipts OCTOBER</b>	<b>11,910.99</b>	<b>See attached</b>
Receipts NOVEMBER	-	
Receipts DECEMBER	-	
Receipts JANUARY	-	
Receipts FEBRUARY	-	
Receipts MARCH	-	
NDP: Income banked to NDP current a/c	2,700.00	See Separate Financial Statement
CED: Income banked to CED current a/c	5,000.00	See Separate Financial Statement
Lydney In Bloom: Income banked to LIB current a/c	1,955.70	See Separate Financial Statement
Youth Council: Income banked to YC current a/c	0.00	No transactions in 2015/16 to date
<b>Total Receipts YTD</b>	<b>537,414.88</b>	

#### PAYMENTS

Payments APRIL	9,575.10	
Payments MAY	86,843.19	
Payments JUNE	35,413.57	
Payments JULY	36,437.84	
Payments AUGUST	47,123.79	
Payments SEPTEMBER	29,055.65	
Payments OCTOBER	68,630.08	
<b>Payments NOVEMBER</b>	<b>38,675.67</b>	<b>Detailed below</b>
Payments DECEMBER	-	
Payments JANUARY	-	
Payments FEBRUARY	-	
Payments MARCH	-	
Payments PRIOR TO YEAR END	-	
NDP: Cheque Payments to date from NDP a/c	5,051.73	See Separate Financial Statement
CED: Cheque Payments to date from CED a/c	0.00	See Separate Financial Statement
Lydney In Bloom: Cheque Payments to date from LIB a/c	973.20	See Separate Financial Statement
Youth Council: Cheque Payments to date from Youth Council a/c	0.00	No transactions in 2015/16 to date
<b>Total Payments YTD</b>	<b>357,779.82</b>	
	<b>498,693.47</b>	

#### Reconciled Bank Statements as at end

OCTOBER

LLOYDS BANK - Current account	229,679.85
LLOYDS BANK - NDP - current	7,278.08
LLOYDS BANK - CED - current	5,000.00
LLOYDS BANK - Lydney In Bloom - current	1,076.60

Bank statements attached

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LLOYDS BANK - Youth Council - current		885.96		no recent transactions
LLOYDS BANK - LGPS - current		10.00		no recent transactions
<b>LLOYDS BANK - Earmarked Reserves:</b>				
S106	29,191.50			
Lydney War Memorial	1,347.00			
<i>Play Areas (General)</i>	<i>8,000.00</i>			<i>£9,460 &gt; roundabout removal (£8k Gen &amp; £1,460 PH)</i>
<i>Play Areas (Primrose Hill)</i>	<i>3,000.00</i>			<i>£5k to be repaid once 2016/17 precept received</i>
Cemetery	13,842.14			
Cemetery: Memorial Testing	5,000.00			
Cemetery: Additional Burial Space	5,000.00			
Election Costs	7,500.00			
Walkers Are Welcome Signage	2,000.00			<i>£240 to be transferred to Current a/c Nov-15</i>
Machinery	6,000.00			
NDP Earmarked	4,296.62			
LGPS Provision	5,000.00	90,177.26		
<b>LLOYDS BANK - General Reserve</b>		164,585.72	254,762.98	
<b>Bank Balances as at: 31-Oct-15</b>			<b>498,693.47</b>	<b>0.00</b> check

### NOVEMBER PAYMENTS

#### Payments made by Direct Debit/Standing Order

			Chq. No	Description/Spending Power:
Information Commissioner	5.10.15	35.00	Annual DD	CCTV
BNP Paribas (X0039470)	7.10.15	330.00	Qtrly DD	Telephone
ATOS Fuel Genie	13.10.15	414.52	Mthly DD	Fuel
ADT Fire & Security	15.10.15	47.36	Qtrly DD	Establishment Charges
ADT Fire & Security	15.10.15	189.60	Qtrly DD	Establishment Charges
Cablestream Ltd	20.10.15	144.58	Mthly DD	Telephone
FoDDC Business Rates	22.10.15	62.00	Mthly DD	Cemetery
Forest Equipment Services	26.10.15	760.81	Mthly STO	Litterpicking
Forest Equipment Services: Cemetery	26.10.15	80.10	Mthly STO	Cemetery
Dean Truck Repairs	28.10.15	234.00	Mthly STO	Van lease
<b>Interim Payments: Sub total</b>		<b>2,297.97</b>		

#### Interim Payments made in advance of meeting:

St John Ambulance - First Aid Trng JS & CW	28.10.15	300.00	8076	Ad hoc	Training
<b>Interim Payments: Sub total</b>		<b>300.00</b>			

#### Payments for approval at meeting held on: 9th November 2015

Corporate: Payroll	13,249.22	BACS	Monthly	November
Corporate: HMRC	3,494.73	BACS	Monthly	November
Corporate: Glos LGPS	4,971.01	BACS	Monthly	November
To NDP bank account	2,700.00	Transfer		
Petty Cash	93.35	8077	Monthly	Est Chgs, Mtg Costs, Tph, Allotments
APSE	40.00	8078	Ad hoc	Subscriptions
Arkell & Hurcombe (Bronzeworks)	90.00	8079	Ad hoc	Cemetery
Dean Mowers Ltd	179.58	8080	Ad hoc	2014/15 B'fwd: Machinery
Designer Signs	42.60	8081	Ad hoc	Grit Bins
Ellis Whittam	2,122.50	8082	Annual	Emp Cons
Travel Expenses	22.44	8083	Ad hoc	2014/15 B'fwd: Training
Travel Expenses	132.18	8084	Ad hoc	2014/15 B'fwd: Training
Gloucestershire CC	130.00	8085	Ad hoc	2014/15 B'fwd: Corporate
Gooch Group Ltd	75.28	8086	Quarterly	Establishment Charges
Legal & General	478.22	8087	Annual	Insurance
Light Fantastic	2.08	8088	Annual	Grit Bins
Living Wage Foundation/Centre for Civil Society Ltd	120.00	8089	Ad hoc	Corporate
Lydney Engineering	201.84	8090	Ad hoc	Establishment Charges
Lydney Settled Estate	36.00	8091	Ad hoc	Allotments
Mailbox Door to Door Distribution	115.46	8092	Quarterly	Newsletter
Office Star	226.98	8093	Monthly	Stationery
SLCC	524.60	8094	Annual	Training / Subscriptions
Travis Perkins	1,112.57	8095	Ad hoc	Dog Bins / 2014/15 B'fwd: Allotments
True Care Medical	280.00	8096	Annual	Christmas
TrunkArb Tree Surgery Ltd	4,291.12	8097	Ad hoc	Trees
Viatec UK Ltd	423.60	8098	Ad hoc	Grit Bins

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Worksafely Ltd	84.94	8099	Ad hoc	PPE
Whitehouse Press	139.00	8100	Annual	Civic Expenses
Okells Francis Law	240.00	8101	Ad hoc	Walkers are Welcome Earmarked Reserve
L Cole Electrical Contractors	435.00	8102	Annual	Christmas
Travel Expenses	23.40	8103	Ad hoc	Meeting Costs
<b>Payments for approval: Sub total</b>	<b>36,077.70</b>			

**TOTAL PAYMENTS NOVEMBER 38,675.67**

NEIGHBOURHOOD DEVELOPMENT PLAN:

*See Separate Financial Statement*

COMMUNITY ECONOMIC DEVELOPMENT:

*See Separate Financial Statement*

LYDNEY IN BLOOM:

*See Separate Financial Statement*

YOUTH COUNCIL:

*No transactions in 2015/16 to date*

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

Glos Rural Community Council	25.00	8056
Viatec UK Ltd	235.80	8070
<b>Total</b>	<b>260.80</b>	

### Monthly Financial Statement

Receipt of the monthly payment schedule (Month 8) was **proposed by Cllr Harris, seconded by Cllr Pugh**. Unanimous.

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

Members were informed that with immediate effect Cllr Openshaw would be removed from the Council's approved signatories for its bank accounts. It was **proposed by Cllr Berryman** that a further Councillor be added as an approved signatory for the Council's bank accounts. Unanimous.

**Action by – the CEO**

### End of Year 2014/2015

Prior to the meeting Members were provided with a copy of the External Auditor's Report in respect of the End of Year 2014/2015. Whilst no comment had been made by the External Auditor on the Annual Return, Members' attention was drawn to the External Auditor's comments on the Council's accounting for fixed assets (advising that fixed assets should be accounted for at purchase cost and that the Council should reinstate the purchase figures on next year's Annual Return). Expenditure on Education and Training (continuing professional education of staff was actively supported by NALC and SLCC) and therefore deemed acceptable. Noted. The CEO advised that the External Auditor's Report had been publically displayed at the Town Council Office and also on its website.

Attention was drawn to the cost of the External Audit which amounted to £1560.00. Noted.

Members were also provided with a copy of the half yearly Independent Internal Auditor's Report for 2015-2016 for their information. Noted.

### 9. LAND EAST OF LYDNEY

Members were provided with a copy of the e-mail from Gloucestershire County Council advising that the land south of the Bypass owned by said Authority could be purchased for £36,000. However, attention was drawn to the restrictive covenant which would be placed on

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the land to ensure that it was used for community and flood alleviation purposes only.

After a short discussion it was **proposed by Cllr Pearman**, that the matter would be deferred until the December Full Council meeting. Furthermore, that Cllrs Preest and Pearman would ascertain from Gloucestershire County Council if the restrictive covenant would apply to all prospective purchasers and if the Authority would be willing to transfer the land to the Town Council as a Community Asset. **Seconded by Cllr Biddle**. Unanimous.

### 10. LYDNEY'S RENEWABLE ENERGY POLICY WORKING GROUP

Cllr Preest advised that his motion for a Peer Review of the Planning facility (which included provision for a Renewable Energy Policy) at Forest of Dean District Council had been unanimously supported by his fellow District Council Members. Cllr Preest advised that he would comment on the document which he had received from a Strategic Director (which proposed a framework for the Review) within the next few days and would circulate the document to the Town Council's Planning and Highway Committee for their comments prior.

### 11. CYCLE PATH

#### Lydney Revolutions

Cllr Street agreed to take over the lead on this issue, following the resignation of Cllr Openshaw. It was noted that a meeting had been arranged with a Senior Engineer from Amey in order to discuss the organisations proposed cyclepath from Lydney Train Station to the Town Centre, which appeared to be similar to that proposed by Lydney Revolutions. Cllr Street to provide a verbal update at next Full Council meeting.

**Action by – Cllr Street**

#### Parkend to Lydney Cycle Partnership Board

Cllr Greenwood reported limited progress had been made since the last meeting and that he was pursuing the production of a Definitive Map.

### 12. EDUCATION/YOUTH SERVICES IN LYDNEY

Due to the resignation of Cllr Openshaw, it was **proposed by Cllr Berryman**, that the matter would be deferred until the next meeting. Unanimous.

District Cllr Bevan excused himself from the meeting at this point.

Regarding the challenges which the Dean Academy were reported to be facing, Cllr Pearman advised that he would seek clarification whilst attending an event at the School on behalf of the Mayor and would provide a report at the December meeting.

**Action by - Cllr Pearman**

### 13. ROYAL BRITISH LEGION

Members felt that the 2015 event had been well received, particularly the parade commencing at Hams Road. The provision of a steam engine by Dean Forest Railway was welcomed and it was noted that a number of Councillors had been involved with Poppy Appeal Collections or working in the Poppy Shop.

Regarding the commemorative tree planted by the Royal British Legion in Bathurst Park which had been vandalised for the second time, Cllr Berryman advised that he had consulted a tree expert who had advised that the tree would regenerate itself. However, if the tree was vandalised again Cllr Berryman felt that consideration should be given to relocating it elsewhere in the Town.

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14. **WAR WEEK PLAQUE**

It was **proposed by Cllr Berryman** that the War Week Plaque would be placed on permanent display at Hill Street/custodial responsibility transferred to the Royal British Legion Lydney Branch. Unanimous.

**Action by – the CEO**

15. **FORMAL CORRESPONDENCE RECEIVED**

- Clerks and Council's Direct Magazine (November 2015) – article mentioning Lydney Town Council's attainment of the Local Council Award Scheme Quality Gold Accreditation.
- Lydney Festival/Yacht Club Rally – advising that the date of the 2016 Rally would be Saturday 9 July 2016.
- Forest of Dean District Council – Mr Malcolm Vine, Strategic Housing Manager, advising of the rough sleeping survey/estimate conducted annually by the Government, which would take place for the night of 4-5 November 2015. However, Forest of Dean District Council wished to gain a picture of the full week from 1-7 November 2015.
- Mr Thomas – Letter voicing disagreement over the Council's plan to purchase the War Week Plaque and questioning how the plaque had appeared for sale. A copy of the CEO's response was provided to Members.
- Gloucestershire County Council – E-mail from Victoria Powell, Lead Customer Relations Officer advising of the consultation currently being conducted re. funding for public transport. Details of engagement evenings which would take place across the county were provided in addition to the on-line consultation ([www.gloucestershire.gov.uk/fundedtransport](http://www.gloucestershire.gov.uk/fundedtransport))
- Amey – Letter from Mr T Lee-Jones, Senior Engineer, regarding a cycleway from Lydney Station to the Town Centre.
- Gloucestershire Association of Parish and Town Councils – E-mail from Ms S Creswick, Parish Liaison Officer, advising of the current position on offering help and assistance to refugees and asylum seekers in Gloucestershire.
- Gloucestershire Archives – Email advising of their project to improve arrangements for gathering, keeping and sharing Gloucestershire's documented history.
- Gloucestershire County Council – Letter received from the Transport Planning Team, Strategic Planning, advising that the consultation period on Gloucestershire's Draft Local Transport Plan (2015-2031) would run between 20 November 2015 and 5 February 2016. The Plan may be viewed at <http://glostext.gloucestershire.gov.uk/ieListDocuments.aspx?Cld=117&Mid=7897&Ver=4>
- Gloucestershire Community Learning Partnership – E-mail from Ms J Fabian providing information on "The Forest Bee" free brochure, which provides information on courses, workshops, groups and one-to-one learning opportunities in the Forest of Dean area.
- Forest of Kindness – E-mail and Facebook post from a member of the public advising of a "not-for-profit" Facebook charity page "Forest of Kindness". Information was also provided on "Forest of Kindness Together" where people in the community were willing to form a group to keep elderly/lonely people company for an hour or so a week for which guidance/support was sought from the Town Council. **CEO to refer organisation to the Town Council's Grant Application procedure.**
- Wye Valley and Forest of Dean Tourism Association – E-mail advising of a Members' Meeting on 10 November 2015 to 11.00 am to 1.00 pm at Perrygrove Railway & Treetop Adventure.
- Horizon Nuclear Power – E-mail from Mr A Smith, Senior Site Development Manager, advising of the latest Community Update Newsletter.



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- Member of the Public – E-mail regarding the wind turbine at Alvington from residents who are concerned that the turbine is being constructed, despite local opposition.

Cllr Preest questioned if any response had been received regarding the concerns over the faded crossing point on land owned by The Co-operative Store. It was noted that the Store Manager was required to escalate the problem within The Co-operative organisation before corrective work would be undertaken.

### 16. COMMITTEE AND OTHER REPORTS

#### Amenities Committee

Members noted that the draft minutes of the September meeting were available from the Town Council's website/hard copy in Public Minute Books.

#### Burial Committee

Members noted that the draft minutes of the September meeting were available from the Town Council's website/hard copy in Public Minute Books.

#### Planning Committee

Members noted that the draft minutes of the October 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 Extra Ordinary October meeting were available from the Town Council's website/hard copy in Public Minute Books.

Members were also provided with a copy of the press release which had been issued prior to the meeting, concerning the Council's decision to pay the "Living Wage"

#### Town & Events Committee

Members noted that the draft minutes of the September meeting were available from the Town Council's website/hard copy in Public Minute Books. Furthermore, arrangements for the Christmas Lights Switch-on would be finalised/paper overview distributed on 16 November 2015.

#### NDP Steering Group

Members noted that the draft minutes of the October meeting were available from the NDP website. A hard copy could be provided to Members/the public upon request.

Cllr Pearman advised that he had been invited to present the Plan to Forest of Dean District Council's Cabinet on 19 November 2015; that the Plan would then be presented to Forest of Dean District Council's Full Council in December. Cllr Pearman reported that an excellent response had been received following the recent NDP newsletter, particularly regarding when and where voting will take place, therefore information on this facility had been posted on the NDP website.

#### Community Safety Partnership

Cllr Ives advised that the next meeting would take place on 12 November 2015, with the Domestic Violence Forum taking place on 13 November 2015.

#### Chartered Parishes Group

Cllr Ives advised no meeting had taken place since the last meeting.

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## Forest of Dean Health Forum

Cllr Pugh advised that he had attended the Forum which had taken place the previous week which included a talk on End of Life issues. Members noted that a protocol had been taken up throughout Gloucestershire to ensure that all parties were aware of families wishes. At the Forum discussion also took place on the consultation currently being operated by Gloucestershire County Council regarding funding for public transport. Furthermore, attendees had been made aware that the County Commissioning Care Group were undertaking a consultation to gain input from groups who wish to influence their plans with a meeting taking place at the West Dean Centre on 28 November 2015 at 4.00 pm.

## 17. DISTRICT COUNCILLORS REPORT

No report was received.

## 18. COUNTY COUNCILLOR REPORT

No written report was received.

County Cllr Preest advised that he would shortly be meeting with Mr S Excel, Gloucestershire County Council and would seek answers to a number of current issues (e.g. Bream Road traffic, Vehicle Activated Sign relocation, drainage at The Willows junction, etc).

## 19. COUNCILLORS REPORT

Cllr Pearman advised that he had been contacted by an elderly couple who lived in Lakeside who held concerns over the boundary of the development by MMC; Cllr Pearman advised that he would discuss the resident's concerns with MMC. Furthermore, Cllr Pearman reported that he had recently had cause to use the Police non-emergency number (101) to report an abandoned vehicle at Lydney Lake which had been dealt with promptly by the Police. Cllr Pearman reported that the abandoned car would be crushed and that two people had since been charged.

Cllr Legg reported that he had been contacted by a business owner who was unhappy that the Council had decided not to erect lights in the area around the Tesco store; that issues had been experienced with inconsiderate parking in Orchard Road/Tutnalls Street and in Lydney Bus Station due to parents collecting children. The CEO was requested to raise the matter with the Police.

**Action by – the CEO**

Cllr Biddle advised that representatives from Lydney Dial-a-Ride attended a meeting with Mr Mark Harper MP to raise the effect that the Living Wage would have on charities.

Cllr Rudge expressed thanks to Council staff for their assistance regarding the ownership of a footpath at the rear of the Bream Road Car Park. Whilst Forest of Dean District Council did not own the footpath, they had agreed to arrange for Biffa to sweep the footpath clear of leaves.

Cllr Greenwood enquired if the Lydney Community Emergency Plan included provision for a nuclear accident at Berkeley. Members were reminded of the advice which had previously been given to the Council (regarding provision of iodine tablets for children) therefore no provision had been included in the Plan. Accordingly, Cllr Greenwood requested that the matter be an agenda item for the next meeting.

**Action by – the CEO**

# LYDNEY TOWN COUNCIL

## FULL COUNCIL MEETING – 2015/11/09 – 77

Cllr Pugh reported that he had attended a Citizen's Advice (CA) meeting on 4 November 2015 which had focused on the issue of funding. Cllr Pugh highlighted that the CA operated a service in the town which cost £1,400 per annum (full day on a Tuesday, half day on a Thursday); stressed the level of donation provided by the Council when compared to other Parish and Town Council's; requested that the Finance and Scrutiny Committee take the service provided by the CA into consideration.

Cllr Beddis reported that he had been contacted by members of the public regarding dog fouling on sports pitches. It was noted that the matter would be an agenda item for the next meeting of Lydney Recreation Trust.

Cllr Ives, speaking in his capacity of Chairman of the Bathurst Park and Recreation Trust, expressed thanks to his fellow Councillors and volunteers for their assistance with Marshalling the recent fireworks display in the Park. It was noted that numerous positive comments had been posted on social media concerning the display.

Cllr Harris reported that cars were being parking on the pavement in the vicinity of 19 Highfield Road which was affecting the ability of other vehicles to pass by the pedestrian island which had been installed on the highway. The CEO was requested to raise the matter with the Police.

**Action by – the CEO**

20. **PRESS RELEASE**

Nothing to report.

21. **MEETING DATES**

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

- 16 November 2015 6.00 pm - Town & Events Committee  
7.00 pm - Amenities Committee (followed directly by Finance and Scrutiny Committee meeting)
- 23 November 2015 6.00 pm - Burial Committee Meeting  
7.00 pm - Bathurst Park and Recreation Trust and Lydney Recreation Trust Meetings.

Meeting closed at 8.35 pm

Chairman .....  .....

Date .....  7/12/2015 .....

**Actions from Full Council meeting on 12 October 2015**

Agenda Item	Action
4.	CEO to seek response from Police regarding questions raised by Councillors relating to Crime Report. <i>Emails sent to the police on 27/10 and 14/10 – response awaited</i>
12.	County Cllr Preest to make enquiries re. long term sickness of key personnel at The Dean Academy via Gloucestershire County Council. <i>Verbal update – Cllr Preest</i>
14.	<ul style="list-style-type: none"> <li>• Cllr Greenwood nominated to represent the Council at Forest of Dean District Council Allocations Plan Examination Hearing. Cllr Pearman to act at “stand-in” if Cllr Greenwood unable to attend Hearing when date publicised. <i>Noted, pending confirmation of Hearing date</i></li> <li>• Cllr Greenwood to attend an event to commemorate the 800<sup>th</sup> Anniversary of the Magna Carta on 22 October 2015. <i>Verbal update – Cllr Greenwood</i></li> <li>• Cllr Ives to attend an event regarding Document Democracy on 24 November 2015 – <i>Pending update</i></li> <li>• Cllr Vaughan to attend Charity Showcase event on 18 November 2015 organised by Coleford Town Council <i>Pending update</i></li> </ul>
17.	<ul style="list-style-type: none"> <li>• CEO to contact Lydney Co-operative Store to raise concerns over the faded pedestrian crossing point which they have provided on their site. <i>E-mail sent to store manager requesting comment/crossing be re-painted – response pending</i></li> </ul>

**Additional Actions Addressed**

1. Arrangements for Christmas Light Switch-On  
*(Incl. R/A, Site Plan, organising/booking Lydney Training Band & Choir etc)*
2. Arrangements for the BHP Summer 2016 Event
3. 2016/17 Budget calculations/collation (based on ‘approved’ Committee Budgets to date).