

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2015/01/12 – 111

MINUTES OF THE TOWN COUNCIL MEETING held in the Council Chamber, Claremont House, Lydney on Monday 12 January 2015 at 7.03 pm.

PRESENT: Cllrs B Berryman (Chairman), D Biddle, C Harris, H Ives, J Openshaw, B Pearman, A Preest, S Rudge, B Thomas and C Vaughan

Eight members of the public
District Cllr M Winship
District Cllr T Glastonbury
PC P Hopkins – Gloucestershire Police (*in attendance for Item 4 – Police Report only*)
Mrs J Smailes – Chief Executive Officer (CEO)
Miss C Wheeler – Executive Officer (EO)

Cllr Berryman informed all present that no practice fire evacuation had been scheduled for the duration of the meeting. All attendees were then informed of the locations of the nearest fire exits.

1. **APOLOGIES**

Apologies for absence were received and noted from Cllrs Bevan, Bonser, Greenwood and Hobman.

2. **DECLARATION OF INTEREST**

None.

The Chairman brought Agenda Item 4 - Police Matters forward, however, the minutes reflect the order as shown on the Agenda.

3. **MINUTES OF PREVIOUS MEETING**

Cllr Thomas stated that he had not approached Forest of Dean District Council, as had been reported in the minutes.

Approval of the minutes of the Town Council meeting held on 8 December 2014 was **proposed by Cllr Harris, seconded by Cllr Openshaw**. Vote carried with two abstentions.

4. **POLICE MATTERS**

Cllr Berryman welcomed PC Hopkins to the meeting.

Referring to the crime statistics which had been provided to Councillors, PC Hopkins advised that the Police had undertaken an exercise on a house close to Bathurst Park which it was believed would reduce anti-social behaviour and criminal damage which had been experienced in the area. Cllr Harris welcomed the inclusion of anti-social behaviour incidents in the crime statistics and expressed her concern over instances of anti-social behaviour which she believed were occurring in Newerne Street.

Antisocial Behaviour – Newerne Street Car Park

Members were informed that Cllr Pearman and the CEO had met with representatives of Forest of Dean District Council and Gloucestershire Police to discuss the issues which had been reported in Newerne Street Car Park; that only one resident had complained and that the reports had not been representational of the situation when Police Officers visited the

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2015/01/12 – 112

site; that no neighbour representatives had elected to attend the meeting with the Police. Cllr Harris advised that it had not been possible for Ms Collins to attend the meeting however, she reported that problems had been experienced on the weekend. During discussion Cllr Pearman advised that it had been suggested that residents could be issued with log forms on which to report instances, as the reports of anti-social behaviour did not currently mirror actual reported instances. PC Hopkins requested that Cllr Harris provide the CEO with the registration number of a vehicle which was felt to have a particularly loud exhaust fitted.

Action by – Cllr Harris

PC Hopkins then excused himself from the meeting.

5. OPEN FORUM

Mr C Legg, 115 Lakeside Avenue, Lydney – expressed thanks to Councillors and staff for their help given to Lakeside residents over the last 12 months. Noting that at the December Full Council meeting the Council had voted to erect a fence on Primrose Hill Meend to prevent Wild Boar from damaging land which was not in the Council's ownership, Mr Legg reminded Members that they had previously voted against erecting a fence on the Meend following a collision between a child and a car. In view of the decision which had been taken, Mr Legg hoped that the Council would also look favourably on any application for capital funding for flood relief measures which would be submitted for Lakeside. Mr Legg was advised by Cllr Berryman that Wild Boar/The Meend was an agenda item and would be discussed later in the meeting.

Mr Owen, 3 Augustus Way, Lydney – noting that the CEO was currently undertaking a University course, Mr Owen stated that he had been provided with a copy of the minutes of a Personnel Committee meeting which listed courses being undertaken by employees and noted that the CEO's University course was not mentioned. The CEO advised that the Council had already approved the expenditure for her University Course; that payment had been signed off by Cllrs Osborne, Biddle and Greenwood during the last in-house audit; that the funding had been a commitment from the 2013/14 financial year and did not therefore impact on the current year's budget or next as payment had already been made in full. Responding to a comment made by Cllr Pearman, Mr Owen advised that he had destroyed the paperwork to which he had referred as it was of no interest.

District Cllr Winship – highlighted the meals currently provided to Lydney residents by Age Concern and questioned if Lydney Town Council provided a grant to the organisation, or if it would be willing to do so. The CEO advised that the Town Council operated a formal grant procedure, the details for which were available from its website, with applications being considered on a twice yearly basis. However, it was highlighted that the procedure did not allow for grants to be provided for running costs and Cllr Berryman confirmed that the Council had previously provided a grant to the organisation for specific equipment.

Mrs R Christodoulides, 87 Lakeside Avenue, Lydney – spoke in agreement with comments made by Mr Legg earlier in the meeting. Whilst Mrs Christodoulides sympathised with the issues faced regarding the Wild Boar, she highlighted that the issues surrounding the development at Faller Fields had yet to be settled (e.g. the Council's sale of the land without the consent from the Secretary of State); the fact that the land was still being used for allotment purposes prior to its sale, etc. Mrs Christodoulides expressed a desire that should the Council continue to look favourably on erecting a fence on the

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2015/01/12 – 113

Meend to prevent access by Wild Boar, it would also look favourably on any funding which may be necessary to resolve the flooding issue which was experienced from the development.

6. COMMUNICATIONS BY THE MAYOR

Cllr Berryman informed all present that the Annual Town Blessing would take place at St Mary's Church on 1 March 2015, followed by a Mayor's Reception in Lydney Town Hall.

Cllr Berryman also reference the critical letter which had appeared in The Review following the Mayor's Christmas Window Competition and he highlighted that the winning window had been designed to commemorate WW1 as it was the centenary year.

Members noted the communications which had been received from Forest Leisure, Lydney (re attendance at the primary school swimming gala) and Mayors for Peace.

7. CEOs REPORT

A copy of the CEOs 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:-

- Notification had been received from the National Association of Local Councils (NALC) that the Quality Council Scheme would undergo a complete restructure. The CEO advised that as a result of the decision to change the scheme the Council would only hold its Quality Council status for 2 years, not the usual 4 year term; that NALC had withdrawn the use of the Quality Council logo from all Councils; that the Council would automatically receive Foundation status under the new scheme (assuming it met set criteria), however, there were a further two higher levels which could be attained, should Council desire. It was agreed that the matter would be an agenda item for the next meeting in order that the Council could consider criteria in order to meet Quality Gold status requirement.

Action by – the CEO

- Responding to a question raised by Cllr Biddle, the CEO advised that the NDP Admin Assistant had investigated the possibility of obtaining funding from the Rural Community Energy fund to further opportunities which may generate income and advised that the Council did not meet the eligibility criteria. Cllr Biddle felt that Lydney Recreation Trust may meet said criteria and the CEO advised she would convey his comments to the NDP Admin Assistant.

Flag Flying Dates

Members were provided with a copy of the agreed flag flying dates for 2015. Noted.

Meeting Schedule for 2015/16

Members were provided with a revised meeting schedule for 2015/16. Noted.

Flood Alert/Sandbag Distribution List

Members were provided with a revised organisation chart and were informed that a "yellow warning" had been issued for later in the week re heavy rain.

LYDNEY TOWN COUNCIL
FULL COUNCIL MEETING – 2015/01/12 – 114

8. **WILD BOAR FENCING – THE MESNE**

Prior to the meeting Members were provided with copies of the revised fencing quotations which had been obtained, following the decision made at the December Full Council meeting; a copy of the England and Wales Best Practice Guides: Wild Boar Biology and Behaviour; details of the Tornado R17/160/8 Wild Boar Fence; a map showing the extent of land abutting the Meend which was in Forestry Commission ownership; a copy of the map attached to a conveyance between Lydney Town Council and Viscount Bledisloe dated 20 October 1948.

Members were informed written requests had been received from in excess of five Councillors that the decision to erect a fence at the rear of the Meend be brought back to Council for debate/re-consideration.

Cllr Thomas provided Members with a précis of the discussion/decision made at the last meeting and gave an overview of the revised quotations which had been obtained. Cllr Thomas highlighted that the cost of the work had increased since the last meeting and he reported that Wild Boar were coming from the Parkend/Yorkley direction which he felt may be a result of culling activities.

During discussion Cllr Harris questioned if the Council should expend funding on a fence as she felt that it would be circumvented by the animals. Cllr Pearman was of the opinion that the true cost of such fence had not been known at the December meeting; referenced the fact that members of the public were feeding the Wild Boar at the site; agreed with comments previously made that fencing would not prevent the animals. Cllr Preest spoke on the actions which had been undertaken approximately 12 months ago in his capacity of County Councillor (together with two other County Councillors) and he stressed the statement which had been made at the time by DEFRA that responsibility for the animals lies with the community and landowner. Accordingly, Cllr Preest felt that the Forestry Commission was able to cull the animals on its land and did not require a mandate to undertake said action and he called for a meeting to take place with representatives from Forest of Dean District Council and the Forestry Commission prior to any money being expended. Cllr Openshaw voiced concerns over the possibility of the fence sustaining vandalism/gates being left open; felt that not all the community supported the erection of a fence; highlighted that members of the public were feeding the Wild Boar on the Meend; questioned the Council's priorities for spending and spoke against expending any funding for this purpose at this time.

Cllr Berryman invited members of the public present in the chamber to speak on the matter. Mr Bennett highlighted that a landowner was responsible for ensuring that animals from their land did not stray onto other landowner's properties and he suggested that investigations should commence into the legal position regarding the Forestry Commission's responsibility. Mr Owen questioned if the population of the Wild Boar had now reached the stage where they could be classed as vermin. District Cllr Winship advised that a representative from the Forestry Commission would attend the next meeting of Forest of Dean District Council's (FODDC's) Overview and Scrutiny Committee to report on the Wild Boar issue and she highlighted that the meeting was held in public. Furthermore, District Cllr Winship advised that the Forestry Commission did not consider themselves responsible for the Wild Boar as they were not owned by the organisation.

At this point it was **proposed by Cllr Harris, seconded by Cllr Openshaw**, that the Council would not consider fencing Primrose Hill Meend. Vote carried with one abstention. .



LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2015/01/12 – 115

Members were reminded that in line with Standing Orders the matter could not be further considered for six months.

It was **proposed by Cllr Berryman** that the CEO would arrange a meeting between representatives of Lydney Town Council, the Forestry Commission and Forest of Dean District Council following the meeting of FODDC's Overview and Scrutiny Committee meeting. Unanimous.

Action by – the CEO

Cllr Biddle suggested that the Council should obtain a legal view regarding the responsibility of the Forestry Commission for the Wild Boar.

Cllr Thomas requested an agenda item for the next Amenities Committee meeting to allow Members to consider the re-grading/re-instatement of the slopes at the Meend.

Action by – the CEO

9. FINANCIAL MATTERS

FINANCIAL STATEMENT -

JANUARY 2015

Opening Bank Balances as 1st April 2014

LLOYDS BANK - Current account		50,568.76	
LLOYDS BANK - Youth Council (Current)		885.96	
LLOYDS BANK - NDP (Current)		3,627.55	
LLOYDS BANK - Earmarked Reserves:			
S106	29,191.50		
Lydney War Memorial	1,197.00		
Play Areas	8,000.00		
Cemetery	1,842.14		
		40,230.64	
LLOYDS BANK - General Reserve		150,631.40	190,862.04
			<u>245,944.31</u>

2013/14 Commitments Brought Forward
£30,434.22

RECEIPTS

Receipts APRIL	242,989.58		<i>(Incl 1st instalment of Precept)</i>
Receipts MAY	4,139.31		
Receipts JUNE	10,287.64		
Receipts JULY	3,739.01		
Receipts AUGUST	6,070.91		
Receipts SEPTEMBER	237,701.04		<i>(Incl 2nd instalment of Precept)</i>
Receipts OCTOBER	16,121.04		
Receipts NOVEMBER	1,465.91		
Receipts DECEMBER	4,710.60		Receipts Summary attached
Receipts JANUARY	-		
Receipts FEBRUARY	-		
Receipts MARCH	-		
NDP: Income banked to NDP current a/c	-		
Youth Council: Income banked to YC current a/c	-		
Lydney In Bloom: Income banked to LIB current a/c	-		<i>(£500 Donation received 25.11.14)</i>
	Total Receipts YTD	527,225.04	

PAYMENTS

Payments APRIL	23,319.38		
Payments MAY	34,736.21		
Payments JUNE	58,611.03		
Payments JULY	38,250.01		
Payments AUGUST	27,100.31		
Payments SEPTEMBER	44,243.49		
Payments OCTOBER	75,277.45		
Payments NOVEMBER	32,964.41		
Payments DECEMBER	25,307.45		
Payments JANUARY	27,415.10		Detailed below
Payments FEBRUARY	-		
Payments MARCH	-		
Payments PRIOR TO YEAR END	-		
NDP: Cheque Payments to date from NDP a/c	417.94		<i>See Separate Financial Statement</i>
Cheque Payments to date from Youth Council a/c	-		



LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2015/01/12 – 116

Cheque Payments to date from Lydney in Bloom a/c

Total Payments YTD **387,642.78**
385,526.57

Reconciled Bank Statements as at end	DECEMBER	Bank statements attached
LLOYDS BANK - Current account	159,702.82	
LLOYDS BANK - NDP - current	9,976.07	No recent transactions
LLOYDS BANK - Youth Council - current	885.96	No recent transactions
LLOYDS BANK - LGPS Reserve:	10.00	No recent transactions
LLOYDS BANK - Lydney In Bloom - current	510.00	Account opened 7.11.14
LLOYDS BANK - Earmarked Reserves:		
S106	29,191.50	
Lydney War Memorial	1,347.00	£150 donation added in Nov-14
Play Areas	8,000.00	
Cemetery	1,842.14	
Walkers Are Welcome Signage	2,000.00	
Machinery	4,000.00	
	46,380.64	
LLOYDS BANK - General Reserve	168,061.08	
	214,441.72	
Bank Balances as at:	31-Dec-14	0.00 check
	385,526.57	

<u>JANUARY PAYMENTS</u>	<u>Postcode</u>	<u>Chq. No</u>	<u>Details/Spending Power:</u>
<u>Payments made by Direct Debit/Standing Order</u>			
via General Power of Competence			
Npower H3200002	12.12.14 B69	176.88 DD	Annual CCTV
ATOS Fuel Genie	15.12.14 WV1	213.18 DD	Monthly Fuel for van/mowers
Cablestream Ltd	19.12.14 CF23	146.96 DD	Monthly Telephone
Tate Computer Technology Ltd	22.12.14 HR4	79.20 DD	Monthly Establishment Charges
Forest Equipment Services	22.12.14 GL16	720.76 DD	Monthly Litterpicking
FoDDC: Non Dom Rates - Cemetery	22.12.14 GL16	68.00 DD	Quarterly Cemetery
Dean Truck Repairs	29.12.14 GL15	234.00 DD	Monthly Vehicle costs
SITA UK Ltd	31.12.14 BS22	99.64 DD	Bi-annual Cemetery
British Telecom	31.12.14 EC1A	117.00 DD	Bi-annual Telephone
Interim Payments: Sub total		1,855.62	
<u>Interim Payments made in advance of meeting:</u>			
R Berryman	15.12.14	27.30 7745	Ad hoc Training Expenses
R Brown	15.12.14	122.20 7746	Ad hoc Training Expenses
C Wheeler	15.12.14	127.63 7747	Ad hoc Training Expenses
Ennis Flint	15.12.14	187.20 7748	Ad hoc Grit Bins
Interim Payments: Sub total		464.33	
<u>Payments for approval at meeting held on: 12th January 2015</u>			
Corporate Expenditure	~	12,399.97 BACS	Monthly January
HMRC	~	3,403.24 BACS	Monthly January
Gloucestershire LGPS	~	4,412.01 BACS	Monthly January
Arkell & Hurcombe (Bronzeworks)	GL51	90.00 7749	Ad hoc Cemetery
L Cole Electrical	GL15	50.00 7750	Ad hoc Building Maintenance
Coleford Town Council	GL16	56.00 7751	Annual Civic Expenses
Columbaria	HU8	252.00 7752	Ad hoc Cemetery
DBC Solutions Ltd	GL15	318.00 7753	Ad hoc Training
FoD & Wye Valley Review	NP25	201.60 7754	Ad hoc Cemetery
Gloucestershire Playing Fields Association	GL4	100.00 7755	Annual Subscription
Hartpury College	GL19	695.00 7756	Ad hoc Training
Light Fantastic DIY Ltd	GL15	16.75 7757	Monthly Building Maintenance/ Cemetery
J W Plant & Co Ltd	LS9	69.60 7758	Ad hoc Civic Expenses
Tate Computer Technology Ltd	HR4	30.00 7759	Annual 2013/14 B'fwd
Travel Expenses	~	26.00 7760	Ad hoc Training
Petty Cash	~	104.97 7761	Monthly Mtgs/Equip/Tph/Trng/Stat/ Machinery



LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2015/01/12 – 117

BPRT (VAT Repaid re Oct-Dec)	~	1,326.54	7762	Quarterly	VAT Repaid (re Oct - Dec)
LRT (VAT Repaid re Oct-Dec)	~	647.02	7763	Quarterly	VAT Repaid (re Oct - Dec)
Expenses	~	63.92	7764	Ad hoc	Health & Safety
Office Star	GL16	311.23	7765	Monthly	Stationery
Travis Perkins	GL15	101.30	7766	Monthly	Cemetery
DBC Solutions Ltd	GL15	420.00	7767	Annual	Training
Payments for approval: Sub total		25,095.15			

TOTAL PAYMENTS	JANUARY	27,415.10
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A list of unrepresented Cheques (For Information only)

Mr Cackett	48.00	7695	
Whitehouse Press	435.00	7715	<i>Chq to be written back</i>
Mr Cackett	385.00	7724	
JAS Gas Services	68.00	7730	
Total	936.00		

Monthly Financial Statement

Approval of the monthly financial statement was **proposed by Cllr Harris, seconded by Cllr Pearman**. Unanimous.

Budget/Precept

Cllr Berryman advised that the Finance and Scrutiny Committee (of which all Councillors were Members) had considered the matter at their December meeting and had approved the Budget/Precept recommendation which would be submitted to Full Council via a recorded vote.

Cllr Pearman then presented the recommendation from the Finance and Scrutiny Committee that the 2015/16 budget be set at £536,588, requiring a Precept Demand of £483,121. Members were informed that the figures recommended by the Committee equated to a 3.12% increase. Cllr Pearman then proceeded to explain how the increase could be understood in real terms and committed to further explain the increase as part of the Committee's report at the Annual Town Meeting. It was **proposed by Cllr Harris, seconded by Cllr Pearman**, that the Finance and Scrutiny Committee's Budget recommendation for 2015/16 of £536,588 be accepted. Unanimous.

It was **proposed by Cllr Thomas, seconded by Cllr Harris**, that the Finance and Scrutiny Committee's Precept Demand recommendation of £483,121 be accepted. Unanimous.

Members noted that the CEO would submit the Council's Precept Demand to Forest of Dean District Council at the latest opportunity and that if there were any further charges levied by Forest of Dean District Council that necessitated change the CEO would bring the decision back to Full Council in February with the support of at least five Members.

10. **LYDNEY'S RENEWABLE ENERGY POLICY**

Cllr Preest reported that no progress had been made since the last meeting.

11. **CHRISTMAS 2015**

Cllrs Harris, Rudge, Vaughan, Openshaw and Berryman offered to join the Working Party responsible for organising the 2015 event. It was noted that members of the public were also able to join the Working Party. After a short discussion it was agreed that the Working Party would hold their initial meeting in The Annexe on 5 February 2015 at 7.00 pm, with consideration given in the future to holding meetings in the Council office later in the year.

Action by – Christmas Working Party (Cllrs Harris, Rudge, Vaughan, Openshaw and Berryman)



LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2015/01/12 – 118

12. **CYCLE PATH**

Cllr Openshaw advised that Lydney Revolutions were in the process of refining the route which would be utilised together with investigating the costings required for the scheme. Members noted that investigations were ongoing to establish exactly what assistance Gloucestershire County Council would be able to provide.

13. **LYDNEY YOUTH COUNCIL**

Cllr Rudge advised that a Working Party meeting had taken place recently, however, not all Members had attended.

As Working Party Members had not provided the CEO with contact information for the organisations which they wished to invite to their meeting, Cllr Rudge requested that the meeting organised for 20 January 2015 be cancelled.

At this point Cllr Berryman elected to bring forward agenda item 15 – Education and advised that Cllr Openshaw had offered to act as a liaison between the Council and local schools/colleges. Accordingly, **Cllr Berryman proposed** that Cllr Openshaw be appointed to the role. Unanimous. Cllr Berryman gave a commitment to arrange a meeting between The Dean Academy and Cllr Openshaw.

Action by – Cllr Berryman

Due to the Parish elections which would be conducted in May, it was **proposed by Cllr Berryman** that any further progress on the Youth Council would be postponed until after the Parish elections had taken place and representatives had once again been duly elected. Unanimous.

14. **CUSTODIAL – LYDNEY RECREATION TRUST**

Prior to the meeting Trustees were provided with a copy of the notification which had been sent to the Trust by the Local Planning Authority regarding the application by Lydney Town AFC for the erection of a 100 person stand. 1m wide concrete spectator path and 2m high fence (P1851/14/FUL).

Cllr Preest reported that the application had been considered by the Council's Planning and Highway Committee at their meeting earlier in the evening; the Committee had returned an objection to the application due to the Environment Agency categorising the development as lying in a flood risk 3 area whereas the applicant had stated that the development lay within a flood risk 2 area. It was noted that the National Planning Policy Framework required applicants to undertake specific tests if developments lay within flood risk zones.

No other comments were received.

15. **EDUCATION**

This item was discussed previously in the meeting.

16. **FORMAL CORRESPONDENCE RECEIVED**

- Forest of Dean District Council – letter to all Parish and Town Council's querying their expenditure. Response tendered by CEO (RFO) and copied to CALC/NALC/SLCC legal team and Lydney Town Council Members.
- Forest of Dean District Council – E-mail from Mr C Reynolds, Development Manager, Forest of Dean District Council detailing the range of measures which have been introduced by the Government re affordable housing and Section 106 agreements.

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2015/01/12 – 119

- Gloucestershire Association of Parish and Town Councils – E-mail from Ms K Bedford, Chief Officer, advising of the new Local Council Award (Quality Status) Scheme and details of the costs involved. **Consideration deferred until future meeting.**
Forest Voluntary Action Forum – E-mail from Mr T Fretter providing details of the first two training dates for the Defibrillator Awareness Raising Sessions. Members were also provided with a copy of an article regarding defibrillator cabinets. Whilst concern was expressed over the possible theft of the Council's defibrillator should it be placed in such a cabinet, it was agreed that the matter would be an agenda item for the next meeting.

Action by – the CEO
- Fly a Flag for the Commonwealth – Press release detailing the steps which need to be taken regarding the “Fly a Flag for the Commonwealth” day on 9 March 2015.
Forest of Dean Sea Cadets – E-mail from Ms C Tiley, Chairman, querying if the Council wished to appoint a representative to act as a Trustee of the organisation. **Proposed by Cllr Berryman that a representative would be appointed at the Annual Council Meeting.**
- Gloucestershire Association of Town and Parish Councils – E-mail inviting the Council to submit a nomination for its representative to attend a Buckingham Palace Garden Party on 20 May 2015. **Proposed by Cllr Preest, seconded by Cllr Harris, that Cllr Pearman be nominated to act as the Council's representative.**
- Post Office Limited – e-mail advising that Lydney Post Office would be closed from 10 February 2015 to 24 February 2015 due to refurbishment.
- Neighbourhood Development Plan Steering Group – advising that the next meeting would take place on 13 January 2015 at 7.30 pm and providing details of how the Lydney Transport Report (which was published in December) may be viewed on online.
- Forest of Dean District Council – E-mail from Ms R Hurcombe, Corporate Support Officer, advising of the launch of the 2015 “Pride of the Forest” awards.
- Gloucestershire Rural Community Council – E-mail from Ms K Baugh, Forest of Dean Community Advisor, providing information on free workshops organised by the Barnwood Trust. Workshops include “Understanding how people are excluded”, “Building strong and inclusive communities, an introduction to Asset-Based Community Development” and “Asset-Based Community Development for community building practice”.
- Lydney Independent Harbour Trust – E-mail from Mr R Campbell advising that a public meeting would take place in Lydney Community Centre on 6 February 2015. It was noted that Cllr Pearman may attend the meeting.


17. COMMUNITY AND OTHER REPORTS

Planning and Highways Committee

Cllr Preest advised that the Committee had received a presentation from Allaston Developments Limited; that an issue had been identified with the planning application from Lydney Town AFC; that Gloucestershire County Council's Transport Plan was now available for public consultation.

Flood Defence Meeting/Fallers Field

Members noted that the next meeting would take place in the Council Chamber on 22 January 2015 at 11.00 am. Cllr Berryman requested that his apologies be conveyed.



LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2015/01/12 – 120

Neighbourhood Development Plan Steering Group

Cllr Pearman advised that the next Steering Group meeting would take place on 13 January 2015 and that Forest of Dean District Council currently awaited a response from Natural England. It was hoped that once this had been received then an Examiner would be swiftly appointed.

Gloucestershire Market Towns Forum

Cllr Openshaw requested that the Council consider joining the Gloucestershire Market Towns Forum. During discussion the benefits which could be provided through membership were identified to Members (e.g. access to funds, expertise, technical assistance, etc) which it was thought would be particularly advantageous once the NDP had been approved. Members were advised that the cost of membership amounted to £710.90. Noting that the Council had previously been a member of the organisation, Cllr Prest spoke in favour of re-joining the organisation due to the opportunities which could be pursued in line with the NDP. Accordingly, it was **proposed by Cllr Openshaw, seconded by Cllr Harris**, that the Council would become a member of the Gloucestershire Market Towns Forum. Unanimous.

Action by – the CEO

The CEO advised that she would investigate the amount of funding currently held in the Subscription's budget heading and would seek to vire funds if insufficient remained to cover the cost of membership.

Lydney Town Hall Trust Management Committee

Cllr Berryman reported that representatives from the Committee had requested a meeting with the Council. **Cllr Berryman proposed** that the CEO and Cllr Pearman attend said meeting/or provide relevant information in order to explain the operation of the Town Council's Grant Application process and the criteria as to what would be eligible for funding.

18. COUNTY COUNCILLOR REPORT

County Cllr Prest advised that he would meet with County Cllrs M Hawthorne (14 January 2015) and V Smith (16 January 2015); would accompany County Cllr V Smith and Cllr Pearman to Lakeside Avenue in order to meet residents whose homes have been affected by flooding.

County Cllr Prest advised that only one Active Together Grant had yet to be issued and he gave a commitment to investigate when the grant which had been allocated to the Bathurst Park and Recreation Trust would be paid.

19. DISTRICT COUNCILLOR'S REPORT

District Cllr Glastonbury spoke on the need for members of the public to submit comments on applications in a timely manner.

20. COUNCILLORS REPORTS

Cllr Thomas reported that he had received a request for an interim report on the situation concerning The Tack from a member of the public.

Cllr Rudge reported that The Poppy Concert would take place at Lydney Town Hall on 8 February 2015 commencing at 7.00 pm.

Cllr Ives reported that a member of the public had questioned if Tesco had permission to locate six large waste bins on their property at the side of Oxford Street as they were filled at inconvenient times. Cllr Ives was advised to contact Forest of Dean District Council regarding the matter.

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2015/01/12 – 121

21. **PRESS RELEASE**

Cllr Pearman committed to provide the CEO with a copy of the explanation which would be included in the Press Release in relation to the Council's 2015/16 Budget and Precept.

The CEO advised that a press release would be issued to The Forester and The Citizen newspapers.

22. **MEETING DATES**

Members noted that the following meetings would take place at the Council's offices at 7.00 pm (unless stated):-

- Burial Committee Meeting – 26 January 2015 at 6.00 pm.
- Charitable Trust Meetings – 26 January 2015
- Planning and Highways Committee – 9 February 2015 at 6.00 pm followed by Full Council at 7.00 pm.

Meeting closed at 8.20 pm

Chairman


Date 5/2/2015

Actions from Full Council meeting on 8 December 2014

Agenda Item	Action
4.	<ul style="list-style-type: none"> • CEO to ascertain why the Police did not include figures for anti-social behaviour in their crime statistics. E-mail sent • Cllr Harris to speak to Ms G Collins to ascertain the names of the representatives who would be willing to attend the meeting between Lydney Town Council, Forest of Dean District Council and Gloucestershire Police. Meeting held on 16th December; no residents attended said meeting.
10.	<p>CEO to make every effort to obtain a contribution from the Forestry Commission/FODDC for the cost of the work to erect fencing/gate to prevent Wild Boar accessing Primrose Hill once a confirmed quote have been received/accepted. Awaiting council acceptance of quote – January Agenda item.</p>
11.	<p>CEO to arrange for the NDP Admin Assistant to investigate the possibility of obtaining funding from the Rural Community Energy fund to further opportunities which may generate income. Investigations would suggest we do not qualify.</p>
14.	<ul style="list-style-type: none"> • Cllr Rudge to provide the CEO with contact detail for the 14 organisations which the Working Party wishes to invite to the Youth Council Information Evening. Pending response - Admin Assistant received no information prior to Christmas break; ltrrs therefore not sent. • Cllr Rudge to contact Cllrs Vaughan, Harris and Rudge to ascertain the necessity to produce a M/S Powerpoint presentation for the Youth Council Information Evening. Pending response
15.	<ul style="list-style-type: none"> • Cllr Harris to attend the Community Safety Partnership meeting which will take place at Forest of Dean District Council on 14 January 2015 at 2.00 pm in Committee Room 1 with CEO. Noted • CEO to tender Council's apologies for not attending the Chartered Parishes Group Meeting on 11 November 2014. Done • District Cllr Bevan to meet with Mr Riches to discuss flooding concerns regarding the proposed development by Allaston Developments Limited. Pending verbal update – Cllr Bevan. • Cllr Pearman to compile letter to FODDC welcoming the opportunity to discuss with FODDC its budget and to enquire how the £100,000 for future economic development of the Forest Towns had been identified/sourced; to ascertain the criteria for the release of the funding. Verbal update – Cllr Pearman/Openshaw
16.	<ul style="list-style-type: none"> • CEO to write to County Cllr M Hawthorne, Leader, Gloucestershire County Council to advise that they shared County Cllr Preest's regarding a possible lack of physical site visits by Highway Officers and to call for Officers to contact local County Councillors to take advantage of their local knowledge. Response awaited • CEO to write to the Trustees of Lydney Town Hall Trust to compliment them on the appearance of the Town Hall. Note: Received LTC window competition prize.
19.	<ul style="list-style-type: none"> • CEO to send a congratulatory letter to Lydney Yacht Club in respect of their award for the Best Rally in the Bristol Channel. Done • CEO to send a letter of thanks to Mrs James regarding her donation of a Christmas Tree. Done