

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2015/03/09 – 133

MINUTES OF THE TOWN COUNCIL MEETING held in the Council Chamber, Claremont House, Lydney on Monday 9 March 2015 at 6.58 pm.

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

Six members of the public

Mr D Gaston – The Dean Academy (presentation only)

Ms J Nichols – Malmesbury Academy (presentation 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.

Cllr Berryman then welcomed Mr Gaston and Ms Nichols to the meeting. Mr Gaston proceeded to provide Members with an overview of the last 12 months, including the action which had been taken following the withdrawal of the Academy's sponsor, Prospects. Members noted that following discussion with the Department for Education in summer 2014, the Academy had expressed a desire to work with an "outstanding" school with a similar background, rather than another large Trust. In view of the desire expressed by the Academy the Department for Education suggested Malmesbury Academy and Mr Gaston advised that the relationship grew between both Academies. Mr Gaston advised that the Department for Education had provided schools with clear direction that resources were diminishing and that over the next five years the felt that all schools would either sponsor other schools or would themselves become sponsored. Ms Nichols stated that the Trust operated by Malmesbury Academy did not plan to grow too much larger as they did not wish to lose the relationship with their schools.

As Chairman of the NDP Steering Group, Cllr Pearman advised that the NDP supported the provision of post 16 education within the Town and he questioned if it was correct that The Dean Academy did not possess sufficient numbers to support a sixth form. Whilst Mr Gaston expressed a desire to provide a sixth form locally he stated that the decision on school location and numbers was made by the Department for Education. Members were advised that Prospects had previously undertaken some investigative work on the possible provision of a sixth form and it was noted that pupil numbers at the school would need to increase from 700+ to 1,500. Mr Gaston felt certain that pupils would attend a sixth form locally, however, he advised that unless pupil numbers were increased it would not be possible to persuade the Department for Education for the need for such a facility. Noting the current uncertainty over the future of the Five Acres campus, Cllr Preest questioned if this would assist the Academy's efforts and he highlighted the number of children which were bused out of the Town each morning in order to attend further education. Mr Gaston felt that the uncertainty over Five Acres may benefit the Academy and he highlighted the range of further education providers which were available to students. Responding to a comment made by the CEO, Mr Gaston welcomed any assistance the Council was able to provide to facilitate the formation of a sixth form at the Academy. Cllr Bonser questioned how involved parents of pupils had been in the amalgamation. Mr Gaston spoke at length of the action which had been taken to keep parents involved and he stressed that only a few parents had attended the various information sessions which had been offered, however, it was planned to send a further letter to parents over Easter to inform them of the way forward. Cllr Vaughan was pleased to note that pupils from the

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Academy had participated in the Town Blessing and Mayor's Civic Reception and welcomed the Academy's involvement in future events.

Mr Gaston and Ms Nichols then excused themselves from the meeting.

Cllr Berryman informed all present that Agenda Item 6 – Communications by the Mayor, would be taken before Agenda Item 5 - Open Forum, however, the minutes reflect the order as shown on the agenda.

1. **APOLOGIES**
None.

Members noted that since the last meeting letters of resignation had been tendered and accepted from Mr W Osborne and Mr J Bevan. The CEO advised that under the "six month rule" the Council would not be required to fill the vacancies in advance of the forthcoming Parish Elections.

2. **DECLARATION OF INTEREST**
Cllr B Pearman – Agenda Item 8 – Allotment charges

3. **MINUTES OF PREVIOUS MEETING**
Approval of the minutes of the Town Council meeting held on 9 February 2015 was **proposed by Cllr Thomas, seconded by Cllr Vaughan.** Vote carried.

4. **POLICE MATTERS**
Prior to the meeting Members were provided with a copy of the Crime Statistics. Noted.

Cllr Harris reported that eight retail premises had been broken into over the evening of Sunday 8 March 2015 and that Scenes of Crimes Officers had attended and taken away evidence. Whilst Members noted that the incidents were part of an on-going investigation, Cllr Berryman advised that when Lydney Police Station closed Officers would be required to "sign on" in Coleford and that no travel facility would be provided for PCSOs. Accordingly, a PCSO was in the process of submitting a grant application to the Council in order to purchase a bicycle on which they would be able to travel between Lydney and Coleford. Whilst Cllr Berryman proposed a donation of £300 from the Civic fund towards the cost of a bicycle, he wished to firstly ascertain from Cinderford and Newent Town Councils as to the direction they would be taking. No objection to the motion was voiced.

During discussion Members noted that a path had recently been installed to the Police Information Point (PIP) which was being created at Lydney Fire Station, however, the PIP would not be provided with telephone or computer facilities, neither would a full time presence be operated from the PIP.

5. **OPEN FORUM**
Mr W Owen, 3 Augustus Way, Lydney – questioned how the Council could warrant its recent expenditure on the education of one member of staff. Cllr Berryman advised that the Council operated a formal appraisal process for its staff, which identified training avenues; that the Council possessed the best trained staff which he advised were approached by other Council's for advice. Responding to a follow-up question asked by Mr Owen, the CEO advised that she was currently undertaking a Masters in Entrepreneurial Leadership in order to assist with developmental projects and related community work. Cllr Berryman confirmed that the cost of the course has been approved

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by Council and paid in full.

Mr B Hobman, 31 Albert Street, Lydney – given the number of break-ins which had occurred overnight in the Town, questioned if the Council would consider undertaking CCTV facilities in the future. Cllr Berryman advised that the CCTV units in the Town had been provided by the Town Council and were operated by same. Responding to a further comment made by Mr Hobman, Cllr Berryman and the CEO advised that the camera located in the Newerne Street car park was owned by Forest of Dean District Council; that the District Council had been offered the ability to purchase a camera which could be incorporated into the Town's CCTV system provided it covered $\frac{1}{7}$ of the maintenance cost incurred by the Town Council but the offer had been refused by Forest of Dean District Council.

Mrs Christodoulides, 87 Lakeside Avenue, Lydney – highlighted the letter which had been received from Mr G Blake in which it was stated that Lakeside Residents felt let down by the Town Council; advised that she had spoken to numerous Lakeside residents who had expressed happiness with the Town Council's assistance, given the resources which were available to it. Members noted that Mrs Christodoulides believed herself to be the representative for Lakeside as she attended Lydney Flood Defence Meetings on behalf of residents and that residents disagreed with the comments contained in Mr Blake's letter.

Mrs P Pearman, 18 Bracken Close, Lydney – expressed disappointment that neither Mr Osborne or Mr Bevan had attended the meeting in order to pose questions to the Council. Furthermore, expressed disappointment that neither Mrs Sticker or Mr Bevan had attended tonight's meeting following the verbal attack made at the February Planning and Highway Committee meeting. Whilst Mrs Pearman noted that a qualified apology had appeared on the Stop Allaston Developments Facebook page, she felt that a public apology in the same arena where the attack was made was required and offered to provide Members with sight of the comments and qualified apology which had appeared on the Stop Allaston Developments Facebook page.

Mr C Legg, 115 Lakeside Avenue, Lydney – expressed thanks to Councillors and Officers for their support and assistance during the troubles in Lakeside Avenue, concurring with Mrs Christodoulides and confirming that it was she who represented the Lakeside residents.

6. COMMUNICATIONS BY THE MAYOR

Cllr Berryman informed all present that since the last meeting he had:

- Opened the new Age Concern shop
- Attended Coleford Mayor's Charity Dinner

Cllr Berryman also advised that he had attended the Town Celebration at St Mary's Church and Civic Service at Lydney Town Hall, both of which had been well attended. Cllr Berryman highlighted that Mayors from the Forest Towns, the Mayor of Ross on Wye and the High Sheriff of Gloucestershire had also attended the event and he expressed thanks to the combined junior schools choir, The Dean Academy and the Air Cadets who formed a Guard of Honour. However, Cllr Berryman was disappointed to note that not one of Lydney's District Councillors had attended the event; neither had a representative from Forest of Dean District Council. Cllr Preest advised that District Cllr Horne, who had been due to attend the event on behalf of the District Council, had forgotten the time for the Service and, when she discovered the time had not been able to travel to St Mary's in

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time to attend the Service.

Cllr Berryman then informed Members that a member of the electorate and an ex-Councillor, had both asked a present Councillor to pose certain questions (said questions are listed below, together with the response):

- i) Mr Blake questioned what authority the CEO had to answer correspondence without it first being presented to Full Council.
Refer to Standing Order 15, sub-section b x.
- ii) Ex-Councillor Osborne questioned why he could not ask Ground Staff to carry out work (fencing) and ask them why they required, or they thought it necessary, to undergo refresher training on the use of a chainsaw.
The CEO is responsible for directing the Town Council's staff. Councillors are prohibited from issuing orders, instructions or directions. Standing Order 24 refers.
- iii) Mr Blake complained about the distribution of the Council's Newsletters.
The Council engages the distributor of The Forest Review to distribute its Newsletters. The issue had previously been raised with the distributor who has apologised and agreed to monitor the next two deliveries.
- iv) Mr Blake questioned if ratepayers had funded the cost of the flower bed at Hylton Court.
The flower bed has been funded by Mr J Thurston who provided a grant to Lydney In Bloom.
- v) Ex-Councillor Osborne questioned the CEO's previous employment record
Members were reminded of the background checks which had been undertaken by the Council and also the personal enquiries made by Councillors (including Cllr Osborne) prior to the CEO's engagement approximately 5 years prior, the outcomes of which were minuted and confirmed the CEO's employment record was exemplary. It was noted that Mr Osborne himself had also commended the CEO's former references.

Referencing the press article which had appeared on the recent Councillor resignations, Cllr Berryman advised that a press release on the comments made had not been issued by the Council, however, reasons given for Councillor's resignations (and their length in Office) had since been collated by the Council and was available upon request. The list mirrored the reasons given by each ex-member for their resignation.

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:-

- In line with the National Association of Local Councils (NALC) the Council would be adopting a digital approach as of May 2015 (i.e. all Summons/Agenda/Supporting Papers would be served electronically. Agendas will be posted on the Council's website). This should provide significant savings re. printing/postage. It was noted that Forest of Dean District Council were also adopting a similar approach; that going forward Town Councillors would be

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provided with a secure area on the Town Council's website from which they would be able to obtain the aforementioned documentation; that Councillors would be provided with a hard copy of the meeting Agenda when attending meetings; that if required, Councillors would be provided with a facility in the Council's office to print out documentation in advance of a meeting.

- Councillors were provided with a copy of the revised Adverse Weather Warden listing and Sandbag Distribution Arrangements and contact detail listing.

The CEO advised Members that she was now in possession of election packs for those wishing to stand for election in May 2015. From attending the SLCC Practitioner's Conference the CEO advised Members that they were required to include their nominators electoral registration number and highlighted that their nomination forms needed to be delivered to Forest of Dean District Council by hand by 9 April 2015. Members were also reminded that they were required to complete and return an election expenses form, even if they did not incur any expenditure in respect of their candidacy; failure to observe this requirement may result in their candidacy/election being disqualified. The CEO also advised that an information evening would be held for those seeking election to Forest of Dean District Council – whilst details of the event had been disseminated to political parties, the event was open to all interested parties to attend.

The CEO reminded Members that Purdah would commence on 23 March 2015, accordingly, Members were reminded of the need for caution in their reports/responses at the Annual Town Meeting. Members were also informed that it was likely that Forest of Dean District Council would pass the cost for any contested Town Council Ward election and poll cards onto the Town Council.

Due to the fact that the next Amenities Committee meeting would not take place until 22 June 2015, members were provided (for information only) with a copy of the Annual Tree Inspection report which had been recently received. It was noted that the matter would be an agenda item for the next Amenities Committee meeting and the CEO was requested to obtain a copy of a plan which identified the location of the trees listed.

Action by – the CEO

8. FINANCIAL MATTERS

FINANCIAL STATEMENT -

MARCH 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
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
Receipts OCTOBER	16,121.04
Receipts NOVEMBER	965.91

(Incl 1st instalment of Precept)

(Incl 2nd instalment of Precept)

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Receipts DECEMBER	4,710.60	
Receipts JANUARY	8,556.86	
Receipts FEBRUARY	1,320.78	Receipts Summary attached
Receipts MARCH	-	
<i>NDP: Income banked to NDP current a/c</i>	<i>153.74</i>	<i>(£153.74 Comm Dev Grant)</i>
<i>Youth Council: Income banked to YC current a/c</i>	<i>-</i>	<i>None in 2014/15 to date</i>
<i>Lydney In Bloom: Income banked to LIB current a/c</i>	<i>520.00</i>	<i>(£500 Donation 25/11 & £20 Lloyds ex-gratia 15/1)</i>

Total Receipts YTD 537,276.42

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	
Payments FEBRUARY	27,012.63	
Payments MARCH	14,991.83	Detailed below
Payments PRIOR TO YEAR END	-	

<i>NDP: Cheque Payments to date from NDP a/c</i>	<i>417.94</i>	<i>See Separate Financial Statement</i>
<i>Cheque Payments to date from Youth Council a/c</i>	<i>-</i>	<i>None in 2014/15 to date</i>
<i>Cheque Payments to date from Lydney in Bloom a/c</i>	<i>-</i>	<i>None in 2014/15 to date</i>

Total Payments YTD 429,647.24

353,573.49

Reconciled Bank Statements as at end	FEBRUARY		Bank statements attached
LLOYDS BANK - Current account		125,514.29	
LLOYDS BANK - NDP - current		10,129.81	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		530.00	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		170,122.79	216,503.43
Bank Balances as at: 28-Feb-15		353,573.49	0.00 check

MARCH PAYMENTS	Postcode	Chq. No	Details/Spending Power:
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Payments made by Direct Debit/Standing Order

Glamorgan Telecom	02.02.15	CF23	240.00	DD	Annual	Telephone
Konica Minolta	10.02.15	SS14	841.50	DD	Quarterly	Photocopier
ATOS Fuel Genie	13.02.15	WV1	184.05	DD	Monthly	Fuel for van/mowers
Tate Computer Technology Ltd	20.02.15	HR4	79.20	DD	Monthly	Establishment Charges
Forest Equipment Services	20.02.15	GL16	720.76	DD	Monthly	Litterpicking
Cablestream Ltd	20.02.15	CF23	184.79	DD	Monthly	Telephone
BNP Paribas V0011523	23.02.15	RG21	78.00	DD	Quarterly	Establishment Charges
BNP Paribas U01103094	23.02.15	RG21	417.54	DD	Quarterly	Telephone
SITA UK Ltd	27.02.15	BS22	99.64	DD	Bi-annual	Cemetery

Interim Payments: Sub total 2,845.48

Interim Payments made in advance of meeting:

Coleford Garden Centre	23.02.15	GL16	120.00	7789	Ad hoc	Cemetery
Your Website2	23.02.15	~	100.00	7790	Ad hoc	Website: deposit

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Expenses	24.02.15	~	123.80	7791	Ad hoc	Training
	<i>Interim Payments:</i>	<i>Sub total</i>	343.80			

Payments for approval at meeting held on: 9th March 2015

Corporate Expenditure	~	To Mth 13	BACS	Monthly	March
HMRC	~	To Mth 13	BACS	Monthly	March
Gloucestershire LGPS	~	To Mth 13	BACS	Monthly	March
Lydney Community Centre	GL15	516.00	7792	Annual	Grant 2014/15
The Victoria Centre	GL15	400.00	7793	Annual	Grant 2014/15
Travel Expenses	~	89.70	7794	Ad hoc	Training
Travel Expenses	~	22.44	7795	Ad hoc	Training
Travel Expenses	~	59.80	7796	Ad hoc	Training
FoDDC: Garden Waste licences for 2015/16	GL16	112.00	7797	Annual	Cemetery
Forester Newspapers Ltd	NP25	88.80	7798	Ad hoc	Planning: Legal Fees
Forest of Dean & Wye Valley Review	NP25	97.20	7799	Ad hoc	Planning: Legal Fees
Greenworks Washrooms	TN8	84.00	7800	Annual	Establishment Charges
Light Fantastic DIY Ltd	GL15	57.72	7801	Monthly	Cemetery
LITE	BB11	3,900.00	7802	Annual	Christmas
Lydney Town Hall Trust	GL15	31.50	7803	Annual	Civic Expenses
Monmouthshire CC	NP26	262.80	7804	Ad hoc	Training
Office Star	GL16	311.95	7805	Monthly	Stationery
PB Safety	GL19	44.50	7806	Ad hoc	Cemetery
Rigby Taylor Ltd	SG8	799.14	7807	Ad hoc	Gateways
Sage (UK) Limited	NE13	32.95	7808	Annual	Corporate
SLCC	TA1	564.00	7809	Annual	Training
TrunkArb Tree Surgery	GL15	1,740.00	7810	Annual	Trees
Whitehouse Press	GL15	160.00	7811	Annual	Civic Expenses
Worksafely Ltd	GL14	3.84	7812	Ad hoc	PPE
Revill Mowers Ltd	GL16	2,345.06	7813	Annual	2013/14 B'fwd / Machinery Servicing
Petty Cash	~	79.15	7814	Monthly	Cemetery, Estab Chgs, Mtg Costs, Fuel
Payments for approval: Sub total		11,802.55			

TOTAL PAYMENTS	MARCH	14,991.83
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A list of unpresented Cheques (For Information only)

Mr Cackett	48.00	7695	<i>Not yet presented</i>
Whitehouse Press	435.00	7715	<i>To be written back</i>
Gloucestershire Playing Fields Association	100.00	7755	<i>Not yet presented</i>
Postage by Phone (Pitney Bowes)	609.60	7780	<i>Held until required</i>
Total	1,192.60		

Monthly Financial Statement

The CEO informed Members that problems had been incurred with the Payroll software therefore preventing the corporate figures from being shown in the tabled report which would require salary payments to be included in a Month 13 payment run. Attention was drawn to the forecasted End of Year figure which predicted that the Council would end the year with £18,000 remaining in the budget; this figure would be used towards the agreed offset figure for the 2015/16 budget.

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

It was **proposed by Cllr Preest, seconded by Cllr Harris**, that Delegated Powers would be bestowed on the CEO and two Councillors in respect of a Month 13 payment run (including staff salaries). Unanimous.

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2015/16 Charges

Prior to the meeting Members were provided with a copy of the proposed charges for 2015/16. It was **proposed by Cllr Bonser, seconded by Cllr Harris** that the following charges would be levied. Vote carried.

<u>Item</u>	<u>2015-16 Charge</u>
Allotment Charges	
<i>Full sized plot</i>	
• Standard	£27.50
• Concessionary	£13.75
<i>Half size plot</i>	
• Standard	£13.75
• Concessionary	£6.88
<i>Third size plot</i>	
• Standard	£9.16
• Concessionary	£4.59
Memorial Bench Charge	£399.30 plus VAT
Memorial Flower Trough	£605.00 plus VAT
Chamber Hire	£14.52 per hour

Action by – the CEO

9. **QUALITY STATUS**

Members noted that work had commenced on the attainment of the Gold Quality Award Scheme and it was hoped that the new website would be operational from May 2015. Furthermore, that notice had been given to the former Website designer/host – Imagitec.

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

Deferred until May 2015.

11. **CHRISTMAS 2015**

Cllr Harris reported that the Working Party had met on 28 January 2015 and had agreed the following actions:

- That Mr Hobman would once again perform the role of Father Christmas.
- Cllr Berryman had contacted Mr Thurston to establish if it would be possible to secure the use of the car lot and rear car park in order that the Switch On Event/activities could take place on the area. Whilst Mr Thurston was in agreement, Cllr Harris needed to obtain consent of the tenant.
- Cllr Greenwood would be asked to ascertain if Ms Kate Humble would be available to switch on the Town's lights.
- Mr Hobman would liaise with local schools re. provision of school choir and a preference had been expressed that they be sited at the opposite end to the band.
- Cllr Harris would contact Lydney Training Band to ascertain their availability.

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- That a suggestion had been made that the Working Party request donations in order to supply presents (e.g. sweets) to children.
- Cllr Harris would contact Whitemead to ascertain the cost of providing an ice skating rink for the event.
- That the Working Party would like to provide mulled wine and mince pies at the event.
- That Cllr Rudge had offered to provide a gazebo and a table for use at the event.
- That the Working Party had yet to organise a PA facility for the event.
- That should the car lot be secured, Mr Hobman had kindly offered to provide more comfortable chairs for use by the Band.
- Members were invited to submit their ideas for a theme for this year's event.
- That the Working Party had given consideration towards inviting craft stalls to attend the event this year, subject to a small attendance charge.
- That office attendance would not be required at this event.

12. CYCLE PATH

Cllr Openshaw advised that Lydney Revolutions had, together with Mr B Watkins, Gloucestershire Highways, walked a number of various routes to identify issues/their feasibility and that information on land ownership, together with a copy of an engineer's report was awaited.

Parkend to Lydney Partnership Board

Cllr Greenwood requested that the matter be a regular agenda item. Cllr Greenwood then reported that slow progress was being made but it was hoped that a further landowner would agree to participate in the project.

Action by – the CEO

13. LYDNEY YOUTH COUNCIL

Deferred until May 2015.

14. EDUCATION

Cllr Openshaw advised that he was scheduled to attend a meeting on 11 March 2015.

16. FORMAL CORRESPONDENCE RECEIVED

- Anonymous Letter - Stating that Councillors should be doing more to improve the Town.
- Mr G Blake – Letter detailing/questioning various issues and a copy of the response tendered by the CEO. **It was proposed by Cllr Openshaw, seconded by Cllr Harris, that the response provided by the CEO would stand; that Mr Blake be informed of the relevant Standing Order which authorises the CEO to respond on behalf of the Council; that all correspondence to the Council would continue to be routed via the CEO. Vote carried. Noting the reports which had appeared in the local press recently Members debated granting Delegated Powers to the CEO and two Councillors in order to respond to articles which may appear in the press, together with the need to publicise the positive work undertaken by the Council. It was agreed that the matter would be a future agenda item.**

Action by – the CEO

- Lydney Harbour Independent Trust Scheme – Letter from Mr R Campbell requesting the Council assist with action to ensure continuing public interest and approach the Environment Agency to request more information about the terms of sale, particularly anything which may preclude, reduce or limit public access. **It was proposed by Cllr Greenwood, seconded by Cllr Pearman, that the Council would not provide a response at this stage.**

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- Gloucestershire County Council – providing a copy of the updated Waterside Living leaflet
- Gloucestershire County Council – e-mail from Mr B Watts, Senior Planning Officer, seeking the Council's views on a number of documents which influence the way the County Council manage transport.
- Hylton Court Clearance – numerous praise from members of the public regarding the improvement work undertaken by Town Council Ground Staff at the site.
- Forest of Dean District Council – E-mail from Ms R Orchard, Communications and Marketing Officer, providing a press release re provision of eight extra car park spaces in Newerne Street Car Park use of which would be free for up to one hour.
- Forest of Dean District Council – E-mail from Ms C Hughes, Legal Team Manager and Monitoring Officer, providing information and timetables for Parliamentary, District and Parish Elections.
- Gloucestershire County Council – E-mail from Ms V Powell, Lead Customer Relations Officer, Transport Information advising on the current bus survey work which is being undertaken and inviting Members to participate in the survey.
- Lydney Youth Café – e-mail from Ms C Taylor, Manager, in response to the Council's offer to include a temporary Youth Worker position as part of an application for funds. Members were also provided with a copy of the CEO's reply in which she actively tried to encourage partnership working.
- Mrs Christodoulides – e-mail detailing her concerns relating to planning application P0201/15/OUT.
- Mr C Legg – e-mail detailing his concerns relating to planning application P0201/15/OUT.

17. COMMUNITY AND OTHER REPORTS

Planning and Highways Committee

Cllr Greenwood reiterated the Committee's thanks to Cllr Pearman for the work he had undertaken and he informed Members of Cllr Pearman's resignation from the Committee. Cllr Greenwood advised that the Council had been notified that Forest of Dean District Council's Allocation Plan had been approved by said Authority and would now enter a further period of public consultation and he reported that a positive and productive meeting had taken place between Stakeholders for Oakdale.

Cllr Greenwood requested that District Cllr Hobman obtain a written commitment from Forest of Dean District Council that the funding for the flood alleviation scheme for Lakeside would be ring-fenced.

Action by – District Cllr Hobman

Flood Defence Meeting/Fallers Field

Cllr Thomas highlighted the displacement of water which was being caused by the culverts in Lydbrook and that at the last meeting the Committee had sought to ensure that funding for flood alleviation at Lakeside was still available. Mrs Christodoulides and Mr Legg provided members with a brief overview of the action which had taken place in an attempt to provide a solution to the issues experienced at Fallers Field.

Lydney Town Hall Trust Management Committee

Cllr Bonser reported that she had not attended the last meeting due to illness.

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18. NEIGHBOURHOOD DEVELOPMENT PLAN

Members were provided with copies of the minutes from the January 2015 meeting and attention was drawn to Appendix 1 which focused on getting around Lydney. Following discussion with Gloucestershire County Council a number of improvements had been prioritised. Members were informed of the report which had been provided by County Cllr Preest at the proceeding Planning and Highway Committee meeting regarding the £1m highway improvement schemes which will be forthcoming and this, together with the project led by Lydney Revolutions, were just some of the positive improvements which were being driven by the NDP.

It was noted that the Habitats Assessment England Screening Report, which had been produced was still awaiting comment from Natural England and that Mr A Chapman, Forest of Dean District Council, had chased the organisation for a response several times. Whilst funding had been allocated to create a route from the Railway Station to the Town Centre, further discussion needed to take place regarding the final route. Cllr Pearman highlighted the need for discussion to take place on the Steering Group's direction once the NDP was adopted and a need to build a link with the community and local businesses was agreed, with the possibility of a 5-10 year plan mooted.

Responding to a question raised by Cllr Preest, Cllr Pearman doubted that NDP's would be abolished if a change of Government occurred as a result of the General Election. Cllr Ives questioned what would happen to the NDP if it did not pass Referendum and it was felt that the document could be used as a template for future improvement of the Town. The need for such a plan to be aspirational was stressed, otherwise it was felt that it was not a development plan.

18. COUNTY COUNCILLOR'S REPORT

County Cllr Preest reported that a Working Group of Forest Councillors had been formed to investigate the issue of congestion on the A40; that funding had been earmarked for the signalisation of the Bream Road junction, the creation of a cycle route to the Railway station, as well as work to construct an extension to the existing car park at the station.

County Cllr Preest also reported that he had received a verbal commitment from County Cllr Hawthorne, Leader, Gloucestershire County Council, that funding for flood alleviation at Lakeside would be ring-fenced. Furthermore, County Cllr Preest reported that County Cllr Vernon Smith would shortly be attending a site meeting with himself, Cllr Pearman, Mrs Christodoulides and Mr Legg in order to personally view the issues at Lakeside.

Members were informed that lengthy discussions had taken place in Stroud regarding the planned incinerator for the County, however, County Cllr Preest believed that the right decision had been made. Members noted that the County Council had agreed a zero increase budget for 2015/16 and County Cllr Preest forecasted that the budget situation may be poor in 2016/17.

Finally, County Cllr Preest reported that road between Lydney and Whitecross would be repaired at the beginning of April 2015.

19. DISTRICT COUNCILLOR'S REPORT

District Cllr Hobman advised that Forest of Dean District Council had resolved not to levy an increase on its 2015/16 budget.

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Regarding rate relief for charitable buildings, Cllr Berryman informed all present that Forest of Dean District Council had resolved to not to continue to exercise its 20% discretionary rate relief on such buildings from next year; such buildings would therefore receive the mandatory 80% relief which he highlighted would have an effect all organisations which managed such facilities.

20. COUNCILLORS REPORTS

Cllr Thomas advised that he had received an e-mail regarding Wild Boar; that the 2015 thermal imaging numbers were currently awaited; that the culling season was drawing to an end; that the Environment Agency was taking a global view on the control of Wild Boar. Responding to a comment from Cllr Openshaw, Cllr Thomas reported that Wild Boar now account for more traffic accidents than deer.

Cllr Thomas also reported that a “fortress” had been erected around Yorkley Court.

Cllr Ives reported that he had received an e-mail from Mrs Walker that the offending rubbish bins at Tesco had now been relocated. Cllr Ives also complimented the Council on the work which had been undertaken at Hylton Court.

Cllr Pearman noted that a number of pleasing comments had been received regarding the floral displays at Hylton Court; that he had contacted Mr G Davies, 72 Lakeside Avenue who had expressed concern over poplars on MMC land to advise that MMC had stated that whilst the trees were subject to a TPO order it was hoped that they would be removed in two weeks; that MMC were currently demolishing the old Golf clubhouse at present.

Cllr Rudge reported that boy racers were in Tesco car park during the evenings and that a resident had almost been knocked over. Whilst Cllr Rudge requested the CEO contact Tesco to request that they ensure that the barrier to the car park was placed in the “down” position, it was stressed that the Council held no power over Tesco if they did not wish to drop their barrier.

Action by – the CEO

Cllr Biddle paid compliment to Lydney WI for a recent walking event which had been organised at short notice and had provided good publicity for the Town.

Cllr Greenwood advised that whilst he had located a suitable boat which could be used as a café/ toilet facility, due to the negotiations for the transfer of the Docks the issue would be deferred until July 2015.

Cllr Vaughan commended Town Council Ground Staff on the work undertaken at Hylton Court.

Cllr Harris advised that the next Christmas Working Group meeting would take place on 9 April 2015 and she reported that problems had once again been experienced with boy racers in the Newerne Street car park. During discussion it was noted that Police had advised that Officers called into the car park most evenings and it was suggested that the Council may wish to investigate the possibility of providing a venue for a meeting place. It was agreed that the matter would be a future agenda item in order that Councillors may suggest suitable venues.

Action by – the CEO



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21. **PRESS RELEASE**

Regarding articles which had appeared in the local press recently Members were provided with details of the names of the Councillors who had resigned since the last election; their period in Office and the each gave for their resignation.

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 – 23 March 2015 at 6.30 pm
- Bathurst Park and Recreation Trust and Lydney Recreation Trust meetings – 23 March 2015
- Planning and Highways Committee – 13 April 2015 at 6.00 pm followed by Full Council at 7.00 pm.

Meeting closed at 9.31 pm

Chairman 

Date 13/4/2015

Actions from Full Council meeting on 9 February 2015

Agenda Item	Action
5.	County Cllr Preest to obtain an assurance that any funding identified for flood alleviation at Lakeside, would be ring-fenced. Furthermore, to obtain written confirmation that Gloucestershire County Council/Forest of Dean District Council, would cover the cost of funding flooding solutions for Faller Fields, if the developer did not. Action/Update Cllr Preest
9.	<ul style="list-style-type: none"> • CEO to register the Council for the Local Council Award Scheme – Quality Gold status Done • CEO to progress the design and implementation of a new website. Work has commenced; it is hoped that the new website will be operational May 2015 (conforming with Quality Council Scheme)
14.	CEO to accept the invitation by Mr Gaston, The Dean Academy to attend the March Full Council meeting. Presentation by Mr Gaston – March Agenda item
16.	<ul style="list-style-type: none"> • CEO to request Mr G Johnson, Oil Buying Club, to provide a written presentation only. Done/awaited • CEO to convey Council's apologies to Gloucestershire County Council's Chartered Parish Group meeting. Apologies tendered
17.	CEO to progress Severn Trent in order that the modelling for Mead Lane may be considered at the next Flood Defence meeting. E-mail forwarded/response awaited
20.	<ul style="list-style-type: none"> • County Cllr Preest to contact Mr B Watkins and query when the potholes in Forest Road from Norchard to Whitecroft would be filled in. Update Cllr Preest • Cllr Vaughan to attend the Domestic Violence meeting at Coleford Town Council on 20 February 2015 at 10.00 am. Update: Cllr Vaughan • CEO to write to Forest of Dean District Council in order to progress the issue re. the recycle bins by Tesco at the junction of Oxford Road. E-mail sent/Response awaited • CEO to investigate the failure of The Review's distributor to deliver Council's newsletter to residents of Beaufort Drive. Distributor has apologized and will be monitoring their operators closely.
21.	CEO to place advisement in the local press to highlight Local Council Elections if not addressed by FODDC. Posters placed on Notice Boards re. Local elections/FODDC running newspaper campaign