

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2014/12/08 – 98

MINUTES OF THE TOWN COUNCIL MEETING held in the Council Chamber, Claremont House, Lydney on Monday 8 December 2014 at 7.03 pm.

PRESENT: Cllrs B Berryman (Chairman), J Bevan (late arrival), D Biddle, R Bonser, J Greenwood, C Harris, V Hobman, J Openshaw, W Osborne, B Pearman, A Preest, S Rudge and B Thomas

Ten members of the public
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 a late arrival were received and noted from Cllr Bevan. Apologies for absence were received from District Cllr Glastonbury.

2. **DECLARATION OF INTEREST**

None.

3. **MINUTES OF PREVIOUS MEETING**

Approval of the minutes of the Town Council meeting held on 10 November 2014 was **proposed by Cllr Hobman, seconded by Cllr Harris.** Vote carried with one abstention.

4. **POLICE MATTERS**

The Mayor explained the requirement to limit the attendance number of the public to 10 in order to comply with health and safety advice which had been given to Members who had attended accredited health and safety training (ability to evacuate the building in an emergency). Noted.

Prior to the meeting Members were provided with a copy of the crime report. Cllr Harris expressed concern that the report did not record incidents of anti-social behaviour and she felt that anti-social behaviour was a particular concern for the Council. Members were informed that a meeting would take place in the Council Chamber between representatives of Lydney Town Council, Forest of Dean District Council and Gloucestershire Police in order to discuss the issue of anti-social behaviour in the Newerne Street Car Park on 16 December 2014 at 1.00 pm.

Cllr Berryman requested that the CEO ascertain why the Police did not include figures for anti-social behaviour in their crime statistics.

Action by – the CEO

Police and Crime Commissioner

Members were provided with a copy of the letter which had been received from Mr Martin Surl, Police and Crime Commissioner in which he apologised that he had not been able to attend any of the meeting dates which had been suggested by the Council. It was noted that Mr Surl advised that two officers would be recruited in January 2015 and that steps had been taken to address the current practice of calling away local neighbourhood officers from local issues in order to deal with response calls, even though response

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2014/12/08 – 99

officers were available to attend. Mr Surl also advised that he had approved funding for a mobile CCTV system.

Antisocial Behaviour – Newerne Street Car Park

It was **proposed by Cllr Bonser, seconded by Cllr Harris**, that two “resident representatives” be invited to attend the meeting. Unanimous. Cllr Harris offered to speak to Ms G Collins to ascertain the names of the representatives who would be willing to attend on 16 December 2014.

Action by – Cllr Harris

5. OPEN FORUM

Cllr Berryman advised that agenda item 10 – Wild Boar, would be discussed directly after the conclusion of the Open Forum, however, the minutes reflect the order as shown on the agenda.

Mr Owen, 3 Augustus Way, Lydney – questioned if there was a proposal for the CEO to attend Edinburgh to undertake a Law Degree. Mr Owen was informed that authority had been granted for the CEO to undertake a Masters in Entrepreneurial Leadership, the benefits of which would be demonstrated through moving the Town forward and that attendance had already commenced.

Mrs Christodoulides, 87 Lakeside Avenue, Lydney – expressed gratitude for the two flood alleviation methods which had already been installed and called for the Council to make every effort to ensure that the Town received a share of the £2.3m flood improvement fund which had been released by the Government. County Cllr Preest advised that he had arranged for his fellow County Councillors to visit the Town in order that they may be informed of the flooding issues which have been experienced and gave a commitment to continue to lobby Gloucestershire County Council to ensure that the Town received funding for flood alleviation schemes.

Mr Shaw, 29 Primrose Hill, Lydney – acting as an intermediary between Lydney Town Council and residents of Primrose Hill, Mr Shaw felt that support would be given to controlling the Wild Boar in a humane way in order to prevent them from further destroying the area. Mr Shaw felt that the animals had been invited to the Meend over the last few months, however, they were now branching out into residential areas and he highlighted that not all residents were in a position (both physical or financial) to protect their properties.

Cllr Bevan arrived at this point.

Mr Shaw felt that the Council had acted in a pro-active manner and had researched the type of fencing which could be installed to keep out Wild Boar. Noting that later on in the meeting the Council would consider quotations for partially fencing the Meend, Mr Shaw called on the Council to ensure that any fence was erected in the wooded area which had been conveyed to the Council in order to ensure that members of the public and children would be able to access a “protected” area of woodland. Mr Shaw advised that residents were against any fence being erected on the edge of the grassed area and expressed concern over loss of amenity and he advised that residents were keen to work with the Council to develop the Meend. Cllr Berryman expressed disappointment that evidence of someone feeding Wild Boar had been discovered on the Meend. The CEO advised that Cllr Thomas had attended a resident’s meeting in a personal capacity; that all Members had been provided with a copy of a plan detailing land for which a Conveyance existed;

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2014/12/08 – 100

that the Town Council had never registered the land with Land Registry; that if the Council wished to take on the area it would also take on liability under the Owner/Occupiers Liability Act for the trees on the site; that Members had been provided with copies of quotations (including the cost of flailing back an area) which had originally been obtained as per the original suggestion that a suitable fence would be installed in a line between the wooded area and the grassed area, however, residents had now indicated that they wished any fencing to be erected in the wooded area; that as Responsible Finance Officer the CEO had e-mailed all Councillors to express concern over the probable effect funding for the fence could have on the 2015-2016 Precept demand of Members chose to purchase the fence as an addition to the sums already approved by Committees.

6. COMMUNICATIONS BY THE MAYOR

Cllr Berryman advised that he had attended the following events since the last meeting:-

- Citizen's Act of Remembrance on 11 November 2014
- Planning Appeal at Forest of Dean District Council by Allaston Developments Limited
- Represented the Council at Mr Clive Perrett's funeral
- Presented trophies at Primary School Swimming Gala at Whitecross Leisure Centre
- Gloucestershire College presentation at Gloucester Cathedral
- Gave a talk at the Dean Academy on the work of the Mayor/Chairman of Council and public speaking
- Switched on the Christmas Lights at Lydney Town Hall
- Switched on Lydney Town Council's Christmas Lights
- Ross-on-Wye Town Council's Christmas Lights Switch On

Cllr Berryman reminded Members that debate by e-mail was not acceptable; that all debate should take place in the Council Chamber and be duly minuted.

Cllr Berryman informed Members that the CEO had obtained Fellowship level of the Institute of Local Council Management; that the EO's nomination as the Parish Cluster Council Representative on the Gloucestershire Association of Parish and Town Council's County Committee had been accepted; that Mr R Berryman had successfully passed his trailer towing course.

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:-

- A meeting between representatives from Lydney Town Council, Forest of Dean District Council and Gloucestershire Police to discuss issues in the Newerne Street Car Park had been arranged for 16 December 2014 at 1.00 pm.
- Cllr Bonser had decorated the Council's Christmas tree located in St Mary's Church.
- All Members had been provided with a list of the flag flying dates in line with recommended practice for Governmental buildings. Cllr Osborne requested that the St George's Flag be flown on 23 April, not the Union Flag, and also the inclusion of Armed Forces Day in June.
- The Planning and Highway Committee had approved a request to release CCTV imagery.

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2014/12/08 – 101

- The Administrative Assistant and the Head Groundsman were undertaking a BTEC in Team Leadership at no cost to the Council due to the NDP Admin Assistant successfully gaining funding.

Society of Local Council Clerks Regional Conference

As a result of attending the Conference on 26 November 2014, Members were advised that they may be in purdah at the Annual Town Meeting if they did not closely monitor their responses. Furthermore, that those Councillors who wished to stand at the Ordinary Elections in May were responsible for obtaining/returning their nomination forms to Forest of Dean District Council within the specified timeframe. Members were also reminded of the need to ensure that they complied with the ruling regarding the declaration of election expenses.

Following an insurance presentation at the conference the need to undertake individual Risk Assessments for each play area was highlighted, in addition to Risk Assessments for gritting/call outs.

Members were also advised that the CEO had obtained contact information for an Officer at the Department for Communities and Local Government who had agreed to enquire why it had taken so long for Forest of Dean District Council to further the Town's Neighbourhood Development Plan. Furthermore, that the Council would be recharged the cost of the May Parish Ordinary Election and the SLCC anticipated that the costs would be 10-20% higher than those re-charged in 2011.

8. FINANCIAL MATTERS

FINANCIAL STATEMENT -


DECEMBER 2014

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		(Incl 1st instalment of Precept)
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		(Incl 2nd instalment of Precept)
Receipts OCTOBER	16,121.04		
Receipts NOVEMBER	965.91		Receipts Summary attached
Receipts DECEMBER	-		
Receipts JANUARY	-		
Receipts FEBRUARY	-		
Receipts MARCH	-		
NDP: Income banked to NDP current a/c	0.00		
Youth Council: Income banked to YC current a/c	0.00		
Lydney In Bloom: Income banked to LIB current a/c	500.00		
	Total Receipts YTD	522,514.44	(Donation received) 

PAYMENTS

Payments APRIL	23,319.38
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LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2014/12/08 – 102

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	Detailed below
Payments JANUARY	-	
Payments FEBRUARY	-	
Payments MARCH	-	
Payments PRIOR TO YEAR END	-	
<i>NDP: Cheque Payments to date from NDP a/c</i>	<i>61.26</i>	<i>See Separate Financial Statement</i>
<i>Cheque Payments to date from Youth Council a/c</i>	<i>0.00</i>	
<i>Cheque Payments to date from Lydney in Bloom a/c</i>	<i>0.00</i>	
Total Payments YTD	359,871.00	
	408,587.75	

Reconciled Bank Statements as at end	NOVEMBER	Bank statements attached
LLOYDS BANK - Current account	182,649.83	
LLOYDS BANK - NDP - current	10,332.75	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	167,818.57	214,199.21
Bank Balances as at:	30-Nov-14	408,587.75
		0.00 check

<u>DECEMBER 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
Konica Minolta	11.11.14 SS14	730.62 DD	Quarterly Photocopier
ATOS Fuel Genie	13.11.14 WV1	344.98 DD	Monthly Fuel for van/mowers
Cablestream Ltd	17.11.14 CF23	154.37 DD	Monthly Telephone
Tate Computer Technology Ltd	20.11.14 HR4	79.20 DD	Monthly Establishment Charges
Forest Equipment Services	20.11.14 GL16	720.76 DD	Monthly Litterpicking
FoDDC: Non Dom Rates - Cemetry	24.11.14 GL16	68.00 DD	Quarterly Cemetery
BNP Paribas Leasing (V0011523)	24.11.14 RG21	78.00 DD	Quarterly Establishment Charges
BNP Paribas Leasing (U1103094)	24.11.14 RG21	369.54 DD	Quarterly Telephone
Dean Truck Repairs	28.11.14 GL15	234.00 DD	Monthly Vehicle costs
SITA UK Ltd	28.11.14 BS22	99.64 DD	Bi-annual Cemetery
Interim Payments: Sub total		2,879.11	
<u>Interim Payments made in advance of meeting:</u>			
<i>none</i>			
Interim Payments: Sub total		0.00	

<u>Payments for approval at meeting held on:</u>	<u>8th December 2014</u>
Corporate Expenditure	~ 11,574.97 BACS Monthly December
HMRC	~ 3,415.87 BACS Monthly December
Gloucestershire LGPS	~ 4,165.80 BACS Monthly December
Expenses: CEO	~ 311.09 7721 Ad hoc B'fwd 2013/14 / Training
Expenses: AA	~ 194.28 7722 Ad hoc Training



LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2014/12/08 – 103

Expenses: FA	~	78.91	7723	Annual	Corporate / Training
Mr Cackett	GL16	385.00	7724	Bi-annual	Floral
Crazy Occasions	GL15	20.00	7725	Annual	Christmas
Dean Mowers Ltd	GL15	113.87	7726	Ad hoc	Machinery
Equipment Hire Services	GL15	13.20	7727	Ad hoc	Playareas
Forester Newspapers Ltd	NP25	115.44	7728	Ad hoc	Advertising / Wild Boar
FoD & Wye Valley Review	NP25	97.20	7729	Annual	Christmas
JAS Gas Services	GL15	68.00	7730	Ad hoc	Building Maintenance
Lighting & Illumination Technology Experience	GL15	120.00	7731	Annual	Christmas
Lydney Engineering Ltd	GL15	63.67	7732	Monthly	Establishment Charges
Mincost	GL15	72.66	7733	Ad hoc	Machinery
Pear Technology Services Ltd	PO9	350.40	7734	Ad hoc	Flood Defences
Charles Saunders	BS5	28.94	7735	Quarterly	Corporate
SLCC	TA1	21.60	7736	Ad hoc	Corporate
Travis Perkins Ltd	GL15	110.56	7737	Ad hoc	Flood Defences
Worksafely Ltd	GL14	3.84	7738	Ad hoc	PPE
Petty Cash	~	49.27	7739	Monthly	Estab Chgs, Mtg Costs, Tph, Training, Floral
TBC: Christmas Competition 1st	~	50.00	7740	Annual	Christmas
TBC: Christmas Competition 2nd	~	30.00	7741	Annual	Christmas
TBC: Christmas Competition 3rd	~	20.00	7742	Annual	Christmas
Apollo Carpets	GL15	900.00	7743	Monthly	Building Maintenance
Light Fantastic DIY Ltd	GL15	53.77	7744	Ad hoc	Playareas, Estab Chgs, Floral, Benches
Payments for approval: Sub total		22,428.34			

TOTAL PAYMENTS	DECEMBER	25,307.45
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A list of unpresented Cheques (For Information only)

Mr Cackett	48.00	7695	
Royal British Legion	25.00	7709	
Whitehouse Press	435.00	7715	<i>Chq to be written back</i>
Royal British Legion (contribution 2014)	350.00	7718	
Total	858.00		

Monthly Financial Statement

Attention was drawn to the cheques which had been written in respect of the Council's Christmas Window Competition and Members were informed that the CEO would not sign off the cheques until the windows had been judged by the Mayor and the cheque payee duly completed. Noted.

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

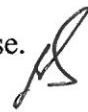
Attention was also drawn to the e-mail correspondence which had been received from Ms M Challenger. Members were provided with details of the Scoot Jam's accounts, a reconciled bank statement, copies of previous Trust minutes and were informed that due to the comments made by Members of Lydney Town Council Ms Challenger had withdrawn from any involvement with a Council organised event until after the May elections. Members were then asked to consider if they felt that the accounts which had been provided by Ms Challenger, to be correct. **Cllr Berryman duly proposed** that the accounts be accepted as correct. Unanimous

9. PERSONNEL COMMITTEE

Members were provided with a copy of the approved minutes for the meeting on 2 October 2014. Noted.

Health and Safety Training

Members noted that the EO and the Leading Hand were currently attending an IOSH course.



LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2014/12/08 – 104

Members also noted that public access to the Chamber would be limited to a maximum of 10 persons (plus Councillors/Officers) at any one time in order to ensure public safety in the event of a fire. Noted.

10. WILD BOAR

Cllr Thomas spoke on the interaction between children and the adjacent woodland on Primrose Hill Meend and that he had attended meetings with the Forestry Commission during which he had been informed that no help would be forthcoming from the Commission. Cllr Thomas confirmed that he had attended a residents meeting in a personal capacity during which a majority of residents had voiced support for a boundary fence to be erected at the rear of the wooded area which had been conveyed to the Council. Cllr Thomas acknowledged that the Council would need to assume liability for any trees in the area (and the associated cost of having them inspected/maintained).

Cllr Thomas drew attention to the three quotations which had been obtained in line with the Council's initial thoughts, however, due to the comments made earlier in the meeting Cllr Thomas felt that only elements of the quotations were now applicable (including the cutting back of vegetation £450) together with the supply and erection of fencing and gates. Cllr Thomas recommended the Council discount the quotation which recommended the inclusion of an electric fence.

During discussion it was noted that Wild Boar were now entering residential areas (e.g. Lancaster Drive) and concern was expressed. Cllr Thomas advised that he had approached Forest of Dean District Council to obtain their views regarding the provision of a boundary fence on the Meend. Cllr Thomas recommended the installation of field gates in three locations, together with self-closing pedestrian gates in addition to a boundary fence at the rear of the wooded section in order to prevent Wild Boar from gaining access to the Primrose Hill area of the Town. The need to ensure that any pedestrian gates installed were of a self-closing mechanism was universally agreed by Members.

Discussion then took place on the areas to be fenced/gated. Cllr Thomas suggested that erection of a boundary fence at the edge of the conveyance woodland would require an additional 115 metres approx. of fencing; the cutting back of vegetation at £450 and the provision of field gates and self-closing pedestrian gates. Whilst it was noted that the Council was not responsible/owned that land where it had been suggested that field/pedestrian gates be installed, Cllr Thomas felt that sufficient clearance existed at the front of the Forestry Commission barriers on which to install such items which he deemed to be on the limit of the Commission's land ownership. Members were reminded that they would need to consider how such work would be funded; the need to balance the desires of Primrose Hill residents against those of others (e.g. Lakeside/Stop Allaston Developments); that following an accident when a child had run from the Meend into the road and had been hit by a car, Council had resolved that they would not erect a safety fence to prevent the situation occurring again; that Council would incur additional expenditure to re-instate the Meend following the erection of a fence

After a short further discussion it was **proposed by Cllr Biddle, seconded by Cllr Greenwood** that the Council would erect a boundary fence on the Meend at the rear of the area which had been Conveyed to the Council (within woodland); that gates would be supplied and erected at the woodland entrances at Springfield Road, Linwood Road and

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2014/12/08 – 105

Grove Lane, subject to every effort being made to obtain a contribution from the Forestry Commission for the cost of the work (a number of entrances being on Forestry Commission land). Vote carried.

Action by – the CEO

The CEO advised that in view of the resolution the Council would incur expenditure of £5,632 plus VAT and she questioned how Members wished to fund same. Members were advised that should they wish to include such provision in the Council's 2015-2014 budget it may result in a 4.19% increase. Whilst the CEO's advice was noted, Cllr Biddle reminded Members that the Amenities Committee had previously resolved it would fund such work by utilising the earmarked sum held for future play equipment for the Meend.

11. LYDNEY'S RENEWABLE ENERGY POLICY

Cllr Preest advised that no action had been taken since the last meeting and expressed a desire to meet in the New Year.

Cllr Greenwood drew attention to the Rural Community Energy fund. Cllr Berryman requested that the NDP Admin Assistant investigate the possibility of funding.

Action by – the CEO

12. CHRISTMAS 2014

Congratulations were extended to Cllr Harris for a successful event.

Cllr Harris was pleased to report that the Switch On event had been well attended; that performances by Lydney Training Band and the combined School Choirs had been well received; that whilst some adverse comments had been received about the Christmas Cone, £76.33 had been collected towards the 2015 Christmas lights. Cllr Bevan felt that the overall appearance of the Christmas Cone had been helped by the provision of the white picket fence and offered congratulations to Lydney Town Hall Trust Management Committee on the illumination of the Town Hall.

Cllr Osborne advised that a number of Christmas features were not illuminated, however, Members were reminded that they had previously resolved that due to the cost levied by the illumination company for attending site they would refrain from resolving any lighting issues which were identified after 9.30 am on 1 December 2014. Cllr Harris also reminded Members that prior to the Switch On the Council had agreed to replace two faulty timing clocks which had been undertaken in advance of the Switch On.

13. CYCLE PATH

Cllr Openshaw advised that discussions were on-going regarding the formulation of plans; said discussions were deemed to be confidential due to commercial sensitivities.

Cllr Greenwood advised that he had been asked to enquire if Lydney Town Council would be willing to offer a financial contribution towards the cost of creating a cycle route between Lydney and Parkend. It was felt that the Council would not offer a contribution towards the scheme as the Lydney NDP Steering Group were already investigating funding sources for their scheme.

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2014/12/08 – 106

14. LYDNEY YOUTH COUNCIL

Cllr Rudge advised that a meeting of his fellow Working Party members had taken place and they wished Town Council staff to send invitations to attend the Youth Council Information Evening to 14 organisations, the contact information for which would be provided to the CEO by e-mail in order that invitations could be issues prior to Christmas.

Action by – Cllr Rudge

It was noted that as previous instruction, Town Council staff had now designed and displayed posters on Town Council noticeboards advertising the event. Cllr Rudge committed to contact Cllrs Vaughan, Harris and Rudge to ascertain the necessity to produce a M/S Powerpoint presentation and would address accordingly.

Action by – Cllr Rudge

Responding to a question which was raised by Cllr Osborne, the CEO advised that the Youth Council Information Evening was not a formal meeting of the Youth Council. Furthermore, that formal Youth Council meetings would take place at an alternative venue to the Football Club; venue to be determined by Council.

15. FORMAL CORRESPONDENCE RECEIVED

- Ms S Golding – e-mail expressing her views/dissatisfaction with the Christmas Cone utilised in this year's display.
- Ms C Price – e-mail expressing her views/dissatisfaction with the Christmas Cone utilised in this year's display.
- Ms J Read – e-mail expressing her views/dissatisfaction with the Christmas Cone utilised in this year's display.
- G Woodhead – e-mail expressing their views/dissatisfaction with the Christmas Cone utilised in this year's display.
- Mayors for Peace – e-mail from Mayors for Peace Working Group Secretary providing information on a range of recent activities which Mayors for Peace have been involved in.
- Community Safety Partnership – e-mail from Nikki McLean, Community Engagement Officer, Forest of Dean District Council providing a copy of the minutes of the last meeting and advising that the next meeting would take place on 14 January 2015 at 2.00 pm in Committee Room 2. **Cllr Harris to attend the meeting on behalf of the Council. Cllr Berryman to act as reserve attendee.**

Action by – CEO/Cllr Harris

- Gloucestershire County Council – e-mail from Ms C Wallace providing a copy of the notes from the last Chartered Parishes Group Meeting on 11 November 2014 at 7.00 pm and highlighting that the next Chartered Parishes Group meeting will take place on 11 December 2014. CEO to tender Council's apologies for non-attendance.

Action by – the CEO

- Lydney Royal British Legion Branch – e-mail from Mr A Edwards expressing thanks to the Council for its donation of £350 to offset the expense of the Remembrance Day Parade and Service 2014.
- Ms M Challenger – e-mail correspondence advising the reasons behind a decision to withdraw from organising an event with the Council/Bathurst Park Recreation Trust.
- Mr J Timbrell – e-mail connected with the Appeal re Land off Driffield Road, Allaston Road and Court Road, Lydney.
- Amey – E-mail from Mr C Saunders, Area Highways Representative, in response to County Cllr Preest's request for the junction markings for Bream Road and Woodland Road to be refreshed. Said work will be undertaken in addition to refreshing the junction markings at Springmeadow Road, Queens Street, Forest Road, Regents Street and the

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2014/12/08 – 107

Albert Street Car Park entrance.

- Stop Allaston Development (SAD Group) – letter received from Mr Parks on behalf of SAD enquiring if the Council would be willing to provide a donation to assist with the Group's costs incurred through challenging the Planning Appeal relating to P1284/13/OUT. **Council declined to provide a donation as it felt that it was already representing the view of the community at the Appeal.**
- Mr Riches – Letter received expressing concerns over the revised illustrative master plan which did not show the drainage controls detailed on previous plans. Mr Riches advised that flooding now occurred on the site which extended into his property and The Oaks and requested a site meeting with a District Councillor. **District Cllr Bevan kindly agreed to meet with Mr Riches.**

Action by – District Cllr Bevan

- Forest of Dean District Council (FODDC) – press release re “Have your say on the District Council's budget plans for 2015/16”. **CEO to enquire if FODDC paid for the hire of a venue at Vantage Point, Mitcheldean, for the Forest Means Business Breakfast on 12 December 2014. Proposed by Cllr Preest, seconded by Cllr Harris. Vote carried. Furthermore, it was proposed by Cllr Harris, seconded by Cllr Thomas, that the CEO and Cllr Pearman would write to FODDC to welcome the opportunity for FODDC to discuss its budget with Parish Councils; 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. Vote carried.**

Action by – the CEO

16. COMMUNITY AND OTHER REPORTS Planning and Highways Committee

Cllr Greenwood advised that County Cllr Preest and Cllr Pearman had both spoken at the recent appeal connected to P1284/13/OUT by Allaston Developments Ltd. Furthermore, that the Committee had authorised the release of CCTV imagery following the receipt of a completed Access Request Form, in line with the Council's policy.

Developmental Concerns

Cllr Preest expressed concern that Highway Officers did not fully appreciate the effect which some planning applications may have on the Town and as he feared that Officers may not physically visit sites and did not approach local County Councillors to avail themselves of their local knowledge. It was **proposed by Cllr Harris, seconded by Cllr Openshaw**, that the Council would write to County Cllr M Hawthorne, Leader, Gloucestershire County Council to advise that they shared County Cllr Preest's concerns and to call for Officers to contact local County Councillors to take advantage of their local knowledge. Unanimous.

Action by – the CEO

Allaston Appeal Hearing (P1284/13/OUT)

Cllr Pearman provided Members with a verbal summary of the points which he had raised on behalf of the Council and advised that the Appeal had been recovered by the Secretary of State, who would now determine the Appeal based on a report submitted by the Inspector. Cllr Pearman also advised that the Lydney NDP had also come under scrutiny during the appeal process, due to the importance which the Secretary of State had placed on emerging NDP's. Members noted that the Appeal Inquiry had adjourned until February 2015, with six days allocated for the remainder of the Inquiry.



LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2014/12/08 – 108

Lydney Town AFC

Members were informed that whilst formal Notice had been served on Lydney Recreation Trust by Lydney Town AFC advising of their submission of a planning application, a copy of the application had yet to be received. Accordingly, the application would be considered separately by both the Trust and the Council's Planning and Highway Committee.

During discussion Cllr Bonser expressed concern regarding access provision for emergency vehicles between the Cricket and Football pitches, should planning consent be granted. Cllr Osborne requested that the Chairman of the Planning and Highway Committee take note of the concern expressed. Cllr Preest advised that the application was currently held at Forest of Dean District Council due to concerns relating to flooding issues.

Flood Defence Meeting/Fallers Field

Cllr Pearman advised that work continued on schedule for the alleviation scheme for Lakeside and that Officers from Forest of Dean District Council and Gloucestershire County Council were discussing possible funding to undertake further work. Members noted that following the last meeting discussions had taken place between officers from the aforementioned Authorities regarding funding opportunities and Cllr Pearman welcomed the positive approach which had been adopted.

Neighbourhood Development Plan Steering Group

Cllr Pearman advised that the Group awaited the Habitat Regulation Assessment Screening Report from Forest of Dean District Council; once this had been received it was anticipated that an Inspector would be shortly appointed. It was noted that Cllr Openshaw had attended a meeting with Mr Mark Harper MP and that whilst Coleford and West Dean Parish Council were undertaking NDP's these were still in their infancy. Cllr Pearman advised that the Stop Allaston Developments Group had requested that the NDP Steering Group consider changing some of the wording which appeared in the NPD and that the Steering Group would consider the request at their meeting the following day.

Members were advised that during the Planning Appeal by Allaston Developments Limited, their Counsel had suggested that the settlement boundary shown in the NDP had been changed to exclude their development site, however, Cllr Pearman confirmed that the Steering Group was able to provide evidence to dispute the suggestion.

Finally, Cllr Pearman reminded Members that the Steering Group had submitted the Plan to Forest of Dean District Council on 11 April 2014; that another Parish Council had submitted their NDP to a different Authority on the same day and they were now at the Referendum stage.

Cllr Openshaw gave a brief overview of his meeting with Mr Mark Harper MP, during which Mr Harper felt that that if building plots were deemed to be unviable by Developers (who then sought planning consent on alternative plots citing lack of a five year land supply, etc) that there was clearly not enough demand which should result in a reduction in the housing quota so as to ensure that the need and requirement for houses were balanced. During the meeting Mr Harper also questioned if the District Council and the Planning Inspectorate worked to the same guidelines due to the differences in housing quota numbers. Cllr Openshaw advised that Mr Harper had stated that if planning consent was granted for a development of more than ten houses which was in contravention of an NDP he would be willing to recover the decision by requesting that it was reviewed by the Department for Communities and Local Government.

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2014/12/08 – 109

Lydney Town Hall Trust Management Committee

Cllr Bonser reported that the bar at the Town Hall had now been refurbished, including new carpet and paint. Positive comments had been received regarding the Christmas tree and lights and that numerous Christmas events had been organised at the Town Hall.

Cllr Osborne requested that the CEO write to the Trustees to compliment them on the appearance of the Town Hall.

Action by – the CEO

17. COUNTY COUNCILLOR REPORT

Members were provided with a copy of an e-mail report which had been received from County Cllr Preest; a précis was then given at the meeting which included:

- Active Together Grant Awardance
- Highway resurfacing on Lydney Road, Bream and from Forest Road to Hams Road, Lydney
- Procedure for reporting of Highway issues
- Visit by Cllr V Smith on 16 January 2015 to Lydney to view flooding issues/concerns/resolutions
- Attendance at the Planning Appeal by Allaston Developments Limited
- Beneficial Local Enterprise/Section 106 Stakeholder meeting organised by Gloucestershire County Council Officers
- Availability of the final report on Gloucestershire's Household Waste

County Cllr Preest requested that Members report any concerns regarding blocked gully's to him in order that they may be addressed. The CEO suggested that County Cllr Preest may wish to enquire if it would be possible for the Highway Authority to place "red straws" on gully's which had been inspected in order that they may be easily identified.

18. DISTRICT COUNCILLOR'S REPORT

District Cllr Hobman advised that one Cabinet Member had changed.

District Cllr Bevan stated that he had viewed the Penstock which had been installed and that he had been working on behalf of a resident in Orchard Road in an effort to get the Housing Authority to drop the kerbs to their property.

District Cllr Osborne advised that a lengthy debate had taken place in the District Council's Chamber regarding badgers and that the vote had gone in favour of not awarding £5,000 to vaccinate badgers.

19. COUNCILLORS REPORTS

Cllr Thomas advised that Bee Green Solar were now considering a proposal at Yorkley Court and that a presentation would take place on 12 December 2014.

Cllr Biddle advised that Lydney Yacht Club had received an award for the Best Rally in the Bristol Channel. The CEO was requested to send a congratulatory letter to the Club.

Action by – the CEO



LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2014/12/08 – 110

Cllr Bonser reported that she had erected the Council's Christmas Tree at St Mary's Church. Members noted that the tree had kindly been donated by the Headgroundsman's mother and the CEO was requested to send a letter of thanks to Mrs James.

Action by – the CEO

Cllr Rudge advised that he had attended a Community Safety Partnership meeting on behalf of the Council. Whilst he had raised the possibility of holding meetings in the afternoon/evening, this had not been supported by attendees. Furthermore, he was surprised to be informed by the Deputy Police Commissioner that Lydney did not have any anti social behaviour issues.

Cllr Greenwood reported that District Cllr Winship had complained that she had not been able to enter the building and attend the meeting, due to the restriction to limit the number of public attendees.

Cllr Openshaw expressed disappointment that a local company had chosen to withdraw from organising an event with the Council/Trust as he felt that the event would have been a benefit to the Town.

Cllr Berryman advised that The Dean Academy were currently negotiating to revise arrangements at the School and that the Head Teacher had been invited to attend the February/March to provide Members with an update.

20. **PRESS RELEASE**

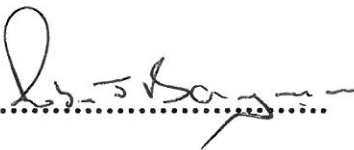
Nothing to report.

21. **MEETING DATES**

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

- Extra Ordinary Finance & Scrutiny Budget Meeting – 15 December 2014 at 6.00 pm.
Cllr Osborne tendered his apologies for the meeting.

Meeting closed at 9.39 pm

Chairman 

Date 5/1/2015

Actions from Full Council meeting on 10 November 2014

Agenda Item	Action
4.	<ul style="list-style-type: none">• CEO to arrange a joint meeting with officers from Forest of Dean District Council and Gloucestershire Police to discuss the anti-social issues experienced in Newerne Street Car Park. Awaiting confirmation of availability
8.	<ul style="list-style-type: none">• Future Agenda item (June 2015 onwards) – procedure to be followed for arranging training dates. Noted
12.	<ul style="list-style-type: none">• Advertisement re Christmas Lights Switch on to be placed in The Review. Advertisement to include text detailing lights switched on by Mayor and local celebrity. Done.
14.	<ul style="list-style-type: none">• Funding application to be submitted to The War Memorials Trust for the refurbishment of the Town's War Memorial. If funding application is unsuccessful £9,000 to be taken from General Reserves to cover the cost of the work. Pending outcome of Grant Application.
15.	<ul style="list-style-type: none">• Cllrs Vaughan, Rudge, Ives and Harris to inform the CEO of the date when the Youth Council promotional meeting would take place at Lydney Town AFC. Done.
17.	<ul style="list-style-type: none">• Forest Routes to be invited to present at January Full Council meeting re. information bus sessions. Invitation issued• Christmas tree and decorations to the value of £50.00 to be purchased to enable the Council to participate in St Mary's Church Christmas Tree Festival. Tree to be decorated by Cllr Bonser. Update; Cllr Bonser
21.	<ul style="list-style-type: none">• County Cllr Preest to inquire if Gloucestershire Highways had undertaken drain/gully clearance in the Town. Update: Cllr Preest
22.	<ul style="list-style-type: none">• Public Notice to be placed in The Forester regarding the Council's intention to speak at the Planning Appeal Hearing by Allaston Developments Ltd. Done.

AS