

# LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2016/01/11 – 93

MINUTES OF THE TOWN COUNCIL MEETING held in the Council Chamber, Claremont House, Lydney on Monday 11 January 2016 at 7.00 pm.

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

Mrs J Smailes – Chief Executive Officer (CEO)  
Miss C Wheeler – Executive Officer (EO)

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Members were informed that the joint presentation by Officers from the Forest of Dean District Council and the Environment Agency had been postponed until further notice, due to the adverse weather which had been experienced.

Cllr Pearman assumed the role of Chairman, due to the absence of Cllr Berryman. Cllr Pearman 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 Beddis, Berryman, Greenwood and Vaughan.

Members were informed that no interest had been expressed in the Council's current vacancy for a Councillor; that the Council would continue to advertise the vacancy via its website; that should an expression of interest be received the Council would then place a further advertisement on its noticeboards etc for a period of two weeks on its noticeboards with any such expressions of interest then being considered by Council at a future meeting.

2. **DECLARATIONS OF INTEREST**

Cllr D Biddle – Agenda Item 6 – Communications by the Mayor.

3. **MINUTES OF PREVIOUS MEETING**

Approval of the minutes of the Town Council meeting held on 7 December 2015 was **proposed by Cllr Harris, seconded by Cllr Pugh.** Unanimous.

4. **POLICE MATTERS**

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

Whilst an increase in the shoplifting figures for Lydney East was noted, Cllr Harris expressed her thanks to the Police for utilising patrol cars in local car parks which had acted as a deterrent.

During discussion it was **proposed by Cllr Harris, seconded by Cllr Pugh,** that a letter of commendation would be sent to Gloucestershire Constabulary regarding the assistance provided to the Town by PCSO Dan Wilce, with a copy sent to the Chief Constable.

Unanimous.



**Action by – the CEO**

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5. **OPEN FORUM**

No requests to speak were received.

6. **COMMUNICATIONS BY THE MAYOR**

Having declared an interest in this matter Cllr Biddle did not take part in the discussion.

Prior to the meeting Members were provided with a copy of an e-mail which had been received from the Lydney & District Twinning Association requesting a donation of £500 towards the cost of providing a plaque and presentation event to commemorate 25 years of Twinning between the two Towns.

It was **proposed by Cllr Ives, seconded by Cllr Pugh** that the Council would provide a donation of £500 from the Civic budget towards the cost of providing a plaque and presentation event to commemorate 25 years of Twinning, with use of the Council Chamber being offered as a venue. Vote carried.

**Action by – the CEO**

As no details had been provided on the date and time for the presentation, Members were asked to consider if they wished the CEO and EO to attend the event as “paid” Officers, should it occur outside their contracted hours. It was **proposed by Cllr Ives, seconded by Cllr Harris**, that the Council would request the attendance of the CEO and EO as paid Officers, should it occur outside their contracted hours. Vote carried.

Members noted that a meeting would take place with representatives of Lydney & District Twinning Association on 19 January 2016 in order to discuss the arrangements for the event.

Members were also reminded that the Town Celebration and Mayor’s Civic Reception would take place at 10.00 am on Sunday 28 February 2016 in St Mary’s Church, Lydney followed by refreshments at Hill Street.

7. **CEO’S REPORT**

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

- Members were provided with a copy of the revised Remit of Committee document for their retention following the amalgamation of the Town and Events Committee with the Amenities Committee.
- Members noted that the Town Council would not be required to contribute towards the cost of a domestic homicide investigation, should such an investigation be required in the Parish as it was not deemed to be a major stakeholder; any contribution the Town Council elected to make would be purely discretionary.
- Members were advised that the EO had successfully completed an ILM Level 3 course in Supervisory Management. Congratulations were expressed by Members.
- Cllrs Preest and Rudge were reminded that they were due to conduct a Councillor Surgery on 23 January 2016 and were asked to inform the Administrative Assistant of the arrangements which they had put in place for the event in order that details may be publicised.

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## Health & Safety

### Defib

The CEO advised that following attendance at the Society for Local Council Clerk's Regional Roadshow investigations were currently taking place regarding a "managed solution" option for the purchase of a Defib for use in Bathurst Park, together with the governance obligations, with a report being made at the February meeting.

### Accident Report Statistics

Prior to the meeting Members were provided with a copy of a spreadsheet detailing accidents which had been reported since 2007 to the Council and each of its Charitable Trusts for which it was responsible for managing. Members noted that they would be provided with such statistics on an on-going, quarterly basis, which would also include near misses.

## 8. FINANCIAL MATTERS

### FINANCIAL STATEMENT -

JANUARY 2016

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

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

2014/15 Commitments Brought Forward  
£28,551.74

#### LLOYDS BANK - Earmarked Reserves:

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

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

#### RECEIPTS

Receipts APRIL	241,940.18		<i>includes Precept 1 of 2</i>
Receipts MAY	8,309.38		
Receipts JUNE	2,500.12		
Receipts JULY	9,029.69		
Receipts AUGUST	1,398.52		
Receipts SEPTEMBER	252,670.30		<i>includes Precept 2 of 2</i>
Receipts OCTOBER	11,910.99		
Receipts NOVEMBER	8,233.55		
Receipts DECEMBER	<b>1,950.94</b>		<b>See attached</b>
Receipts JANUARY	-		
Receipts FEBRUARY	-		
Receipts MARCH	-		
NDP: Income banked to NDP current a/c	2,700.00		<b>See Separate Financial Statement</b>
CED: Income banked to CED current a/c	10,000.00	£2,500 GCC 10.12.15	<b>See Separate Financial Statement</b>
Lydney In Bloom: Income banked to LIB current a/c	1,955.70		<i>No recent transactions</i>
Youth Council: Income banked to YC current a/c	0.00		<i>No transactions 2015/16 to date</i>
	<b>Total Receipts YTD</b>	<b>552,599.37</b>	

#### PAYMENTS

Payments APRIL	9,575.10
Payments MAY	86,843.19
Payments JUNE	35,413.57
Payments JULY	36,437.84
Payments AUGUST	47,123.79
Payments SEPTEMBER	29,055.65
Payments OCTOBER	68,630.08
Payments NOVEMBER	38,675.67
Payments DECEMBER	34,193.41

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Payments JANUARY	31,432.99	Detailed below
Payments FEBRUARY	-	
Payments MARCH	-	
Payments PRIOR TO YEAR END	-	
NDP: Cheque Payments to date from NDP a/c	5,058.93	See Separate Financial Statement
CED: Cheque Payments to date from CED a/c	600.00	See Separate Financial Statement
Lydney In Bloom: Cheque Payments to date from LIB a/c	973.20	No recent transactions
Youth Council: Cheque Payments to date from Youth Council a/c	0.00	No transactions 2015/16 to date
<b>Total Payments YTD</b>	<b>424,013.42</b>	
	<b>447,644.36</b>	

Reconciled Bank Statements as at end	DECEMBER		Bank statements attached
LLOYDS BANK - Current account		162,837.99	
LLOYDS BANK - NDP - current		7,270.88	
LLOYDS BANK - CED - current		9,400.00	
LLOYDS BANK - Lydney In Bloom - current		1,076.60	
LLOYDS BANK - Youth Council - current		885.96	
LLOYDS BANK - LGPS - current		10.00	
<b>LLOYDS BANK - Earmarked Reserves:</b>			
S106	29,191.50		
Lydney War Memorial	1,597.00		£250 added Dec-15: 2015/16 contribution
Play Areas (General)	8,000.00		
Play Areas (Roundabout)	10,500.00		£2,500 added Dec-15: for roundabout
Cemetery	13,842.14		
Cemetery: Memorial Testing	5,000.00		
Cemetery: Additional Burial Space	5,000.00		
Election Costs	7,500.00		
The Tack	1,760.00		£240 transferred to Current a/c Nov-15
Machinery	8,500.00		£2,500 added Dec-15: 2015/16 contribution
Town Events	5,000.00		
NDP Earmarked	4,296.62		
EA Earmarked	5,000.00		EA contribution 2016/17 received in 2015/16
LGPS Provision	5,000.00	110,187.26	
<b>LLOYDS BANK - General Reserve</b>		<b>155,975.67</b>	266,162.93
<b>Bank Balances as at:</b>	<b>31-Dec-15</b>	<b>447,644.36</b>	<b>0.00</b> check

### JANUARY PAYMENTS

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

			Chq. No	Description/Spending Power:
ATOS Fuel Genie	15.12.15	142.81	Mthly DD	Fuel
Cablestream Ltd	21.12.15	142.27	Mthly DD	Telephone
FoDDC Business Rates	22.12.15	62.00	Mthly DD	Cemetery
Dean Truck Repairs	29.12.15	234.00	Mthly STO	Van lease
Forest Equipment Services	29.12.15	760.81	Mthly STO	Litterpicking
Forest Equipment Services: Cemetery	29.12.15	80.10	Mthly STO	Cemetery
British Telecom	30.12.15	121.80	Mthly DD	Fuel
<b>Direct Debits: Sub total</b>		<b>1,543.79</b>		

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

Alan Griffiths Transport Ltd		212.40	8138	Ad hoc	Allotments
<b>Interim Payments: Sub total</b>		<b>212.40</b>			

#### Payments for approval at meeting held on: 11th January 2016

Corporate: Payroll	12,922.69	BACS	Monthly	January
Corporate: HMRC	3,380.63	BACS	Monthly	January
Corporate: Glos LGPS	4,876.48	BACS	Monthly	January
Arkell & Hurcombe (Bronzeworks)	90.00	8139	Ad hoc	Cemetery
Mr Cackett	437.50	8140	Ad hoc	Floral
Charles Saunders Ltd	57.88	8141	Ad hoc	Establishment Charges
L Cole Electrical Contractors	50.00	8142	Ad hoc	Christmas
Coleford Town Council	60.00	8143	Annual	Civic Expenses
DBC Solutions Ltd	1,020.00	8144	Annual	Training
DBC Solutions Ltd	420.00	8145	Annual	Training
Dean Mowers Ltd	614.40	8146	Annual	Machinery Maintenance

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Equipment Hire Services	25.20	8147	Ad hoc	Allotments
Forest Equipment Services: Ridler Road	23.09	8148	Monthly	Dog bin (Nov)
Gloucestershire Playing Fields Association	100.00	8149	Annual	Subscriptions
Gooch Group Ltd	61.01	8150	Ad hoc	Establishment Charges
Monmouthshire CC	355.20	8151	Ad hoc	Playareas
Network Connections UK Ltd	450.00	8152	Ad hoc	Christmas
Office Star Group Ltd	131.40	8153	Monthly	Stationery / IT Equipment
Pear Technology Services Ltd	90.00	8154	Ad hoc	Flood Defences
Travis Perkins	156.18	8155	Ad hoc	Allotments / Flood Defences
Wellers Hedleys Solicitors LLP	1,785.60	8156	Ad hoc	Legal Fees
Wye Valley & Forest of Dean Tourism	144.00	8157	Annual	Subscriptions
Petty Cash	65.54	8158	Monthly	Est. Chgs, Mtg Costs, Tph, Machinery
Martin Lanfear	2,360.00	8159	Ad hoc	Churchyard Wall
<b>Payments for approval: Sub total</b>	<b>29,676.80</b>			

**TOTAL PAYMENTS JANUARY 31,432.99**

**NEIGHBOURHOOD DEVELOPMENT PLAN:**

**COMMUNITY ECONOMIC DEVELOPMENT:**

**LYDNEY IN BLOOM:**

**YOUTH COUNCIL:**

See Separate Financial Statement

See Separate Financial Statement

See Separate Financial Statement

No transactions in 2015/16 to date

**A list of unrepresented Cheques (For information only)**

Living Wage Foundation/Centre for Civil Society Ltd	120.00	8089
Viatec UK Ltd	423.60	8098
Window Competition ~ 2nd	30.00	8106
Travis Perkins	205.92	8126
<b>Total</b>	<b>779.52</b>	

### **Monthly Financial Statement**

Drawing attention to the Council's Earmarked Reserves, the CEO advised that £5,000 had been transferred back into the budgetary heading from the Town and Events Committee, as funding for an event would not be required until after the new financial year. At the start of the 2016/2017 financial year £5,000 would be once again "earmarked" for the Christmas event. Members were advised that it was anticipated that the Council would end the 2015/2016 financial year within its budget.

Receipt of the monthly payment schedule (Month 10) was **proposed by Cllr Ives, seconded by Cllr Harris.** Unanimous.

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

Attention was also drawn to the virements which had been undertaken since the last meeting, shown below which were duly approved:

<b><u>Amount</u></b>	<b><u>From</u></b>	<b><u>To</u></b>
£150	Cemetery – Vault	Cemetery General

The above virements were duly noted.

### **Purchase of Replacement Van Part**

It was **proposed by Cllr Christodoulides, seconded by Cllr Legg,** that the Council would authorise the purchase of a replacement bumper part at a cost of £32.71 plus VAT.

Unanimous.

**Action by – the CEO**

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## Purchase of Blade Attachment for Brush Cutter

It was **proposed by Cllr Pugh, seconded by Cllr Street**, that the Council would authorise the purchase of a metal blade attachment for the brush cutter at a cost of £31.30 plus VAT.  
Unanimous.

**Action by – the CEO**

## In House Audits

The CEO reported that confirmation of attendance for the next scheduled audit on 18 January 2016 at 2.00 pm was still awaited from Cllrs Beddis, Preest, Street and Legg. Cllrs Preest and Street duly confirmed their attendance and Cllr Legg gave his apologies due to work commitments.

Cllrs Biddle and Rudge were reminded that they were scheduled to undertake the next audit on 22 March 2016 at 11.00 am. Both Members confirmed their attendance.

## 2016/2017 Budget/Precept Submission

Prior to the meeting Members were provided with copies of legal advice obtained from Hedley's Solicitors (Weller's Law) on the Precept Form supplied by the Local Billing Authority (Forest of Dean District Council). It was noted that Hedleys (Weller's Law) deemed that the Local Billing Authority had acted *ultra vires*, as it was for Parish and Town Councils to determine how they wished to utilise the Local Council Tax Support Grant (which was to be shown as "known income" in their budget calculations). The CEO reported that whilst Forest of Dean District Council had conceded the points raised by the Town Council, and had supplied the Town Council with a revised Precept Form, a meeting would take place on 14 January 2016 between representatives of Lydney Town Council, Coleford Town Council, Cinderford Town Council, Newent Town Council, Forest of Dean District Council and Gloucestershire Association of Parish and Town Councils to discuss the matter and to ensure that the correct Precept figure was shown in the Council Tax booklet. Accordingly, it would be necessary for the Mayor to convene an Extra Ordinary Full Council meeting on 18 January 2016 as Five Councillors had requested that the Council's Budget and Precept be "called in".

In his capacity of District Cllr, Cllr Preest advised that he would be writing to Forest of Dean District Council to request that they inform all Parish and Town Councils of the advice from Hedleys (Weller's Law) due to the affect that it would have on their Precept. Thanks were expressed to Cllr Pearman and the CEO for their work and perseverance to resolve the matter.

Members were informed that whilst a cost had been incurred for the services of Hedleys, (Weller's Law) they had proved instrumental in compelling the Local Billing Authority to accept that their Precept Form was incorrect. Cllr Pearman advised that the Local Billing Authority had agreed to pay the Local Council Tax Support Grant separately to that of the two Precept payments for 2016/2017 financial year and that the Town Council was able to substantiate its claim that this had not been the case prior.

A further update would be provided following the aforementioned meeting, following which the Council would then be asked to consider its Budget/Precept before instructing the CEO to submit the Council's Precept Form.



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9. **LYDNEY EMERGENCY PLAN**

**Lydney's Flood Resilience Plan**

Members were informed that the Administration Assistant was producing a map which would be forwarded to an Officer at the Environment Agency's Flood Forum for inclusion in the plan.

It was **proposed by Cllr Pearman** that the matter would be deferred to the next Flood Defence meeting and a report made after the meeting. Unanimous.

**Nuclear Incident Emergency Plan**

Deferred due to the absence of Cllr Greenwood.

10. **REMEMBRANCE PARADE**

Cllr Pearman advised that a meeting would take place between the Mayor, himself and the Treasurer of the Royal British Legion shortly, with a report being made at the next meeting.

11. **THE TACK**

Cllr Street reported that a meeting had taken place the previous week between himself, the CEO and Mr R Frankton, Lydney Park Estate (LPE); that LPE had agreed to make a gross contribution of £793.13 in respect of their share of the balance; that Lydney Town Council would place order for the equipment/installation work once payment had been received from LPE; that confirmation of the imagery to be used on information signs was awaited from LPE; that information signs would display the crests of the Town Council, Forest of Dean District Council and LPE; a site meeting would be undertaken between LPE, Cllr Street and the contractor to agree the installation locations.

Responding to a question raised by Cllr Pugh, Cllr Street confirmed that a mobility gate would be installed to provide access to The Tack. Cllr Biddle welcomed the news that progress had been made on a Permissive Path and advised that Walkers are Welcome were undertaking a third edition of the Lydney Walks booklet which would include a walk over The Tack.

12. **LAND EAST OF LYDNEY**

Speaking in his capacity of County Cllr, Cllr Preest advised that he had requested that Gloucestershire County Council refrain from placing the land back on the open market, until such time as discussion could take place regarding possible classification of the land as a Community Asset.

13. **LYDNEY'S RENEWABLE ENERGY POLICY WORKING GROUP**

Cllr Preest advised that work was progressing at Forest of Dean District Council regarding a review of the planning process, which included provision for a Renewable Energy Policy.

14. **CYCLE PATH**

**Lydney Revolutions**

Cllr Street advised that a meeting had taken place between himself, Cllr Pearman and the Secretary of Lydney Football Club to discuss the possible provision of a cycle track. Whilst the Club had expressed concern over the proposed route of the track and its narrowness, it was felt advantageous to divert the route to the rear of the Clubhouse, however, this would necessitate the use of a section of land in Lydney Park Estate's ownership.

**Parkend to Lydney Cycle Partnership**

Deferred due to the absence of Cllr Greenwood.



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15. EDUCATION/YOUTH SERVICES IN LYDNEY

Members were advised that the appointment of a representative was scheduled to be deferred until the February meeting, due to the current vacancy for a Councillor. However, as no expressions of interest had been expressed in the vacancy **Cllr Pearman proposed** that Cllr Ives be appointed as representative. Cllr Ives agreed to accept the nomination and the proposal was put to a vote. Unanimous.

16. LOCAL ACTION GROUP – FOREST SUBGROUP & GFIRST

Cllr Pearman advised that the appointment of a Councillor representative would be discussed by the NDP Steering Group at their next meeting later in the week, however, it was anticipated that the Group may wish to defer the appointment back to the Council.

17. FORMAL CORRESPONDENCE RECEIVED

- Royal British Legion Lydney Branch – E-mail from Mr A Edwards, Treasurer, in appreciation of the Council's £400 donation towards the cost of organising the 2015 Remembrance Parade.
- The Forester 6 January 2016 – Letter from Mr G Blake regarding Council's refusal to release information under Freedom of Information Request pertaining to the former Town Clerk's early retirement on ill health grounds. Précis of response given by the CEO provided to Members.
- The Forester 23 December 2015 – Letter from Mr G Blake questioning the requirement/difference of a CEO to a Town Council. Members were referred to a previous letter written by the author highlighting the professionalism and helpfulness of the CEO.
- Mr G Blake – E-mail exchanged between the CEO (acting as Trust Secretary to Lydney Recreation Trust) and Mr Blake regarding the material used to fill in potholes on the Trust ground.
- The Forester 16 December 2015 – Letter from Mr J Bevan questioning Lydney Town Council's Precept Charge. Press statement released in response by the Mayor and Deputy Mayor as per prior minuted authorisation/CEO.
- The Forester 6 January 2016 – Letter from Mr Jenkins highlighting damaged caused to Primrose Hill Mesne by Wild Boar and questioning what action the Town Council would take to protect same.
- Forest of Dean District Council – E-mail from Mrs W Jackson, on behalf of the Lydney Coastal Community Team, advising that said Council has secured £50,000 capital funding from the Government's Coastal Revival Fund for public realm & access improvements at Lydney Docks & Harbour. In the e-mail Lydney Town Council are asked to appoint two representatives to site on the Lydney Coastal Community Team Executive Board. **Cllr Harris proposed that the Mayor and Deputy Mayor be appointed as representatives, with Lydney Town Council's Officer being either the CEO or the EO. Seconded by Cllr Ives. Unanimous.**
- Forest Routes Community Transport Partnership – E-mail from Ms Celia Wear, Community Development, providing a copy of their winter newsletter.
- Lydney Area in Partnership – E-mail from Ms Hester Joubert advising of their AGM would take place on 6 January 2016 at 7.00 pm at Lydney Community Centre.
- Forest of Dean District Council – E-mail from Ms Nikki McLean, Community Engagement Officer, inviting comment on the Gloucestershire Alcohol Harm Reduction Action Plan 2016-2019 Draft version. Deadline for receipt of comments was 5 January 2016.

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- Forest of Dean District Council – E-mail from Mrs L John, Regeneration Services, advising of the “Growing the Economy Action Plan 2015-2019” setting out a series of objectives seeking to encourage economic growth in the Forest of Dean over a 3-4 year period.
- Gloucestershire County Council – E-mail from Ms L Fizzor, Communications Officer advising of the “Big Community Switch Scheme”.
- Mr B Meredith – E-mail from Mr Meredith detailing a statutory noise nuisance being experienced from Little Allaston Farm which has been reported to Forest of Dean District Council.

### 18. COMMITTEE & OTHER REPORTS

#### Amenities Committee

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

#### Burial Committee

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

#### Planning & Highway Committee

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

#### Finance & Scrutiny Committee

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

#### Personnel Committee

Members noted that the approved minutes of the November meeting were available from the Town Council’s website/hard copy in Public Minute Books.

#### NDP Steering Group

Members noted that the draft minutes of the last meeting were available from the Lydney NDP website.

#### Community Safety Partnership

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

#### Chartered Parishes Group

Cllr Ives advised that a date had yet to be provided for the next meeting.

#### Forest of Dean Health Forum

Cllr Pugh advised that no meeting had taken place since the last meeting.

### 19. DISTRICT COUNCILLORS REPORT

No report was received.

### 20. COUNTY COUNCILLOR REPORT

No report was received.



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21. **COUNCILLORS REPORT**

Cllr Pearman advised that he had attended the inaugural Lydney Park Run which was started by Trustee Biddle, Chairman, Lydney Recreation Trust. Cllr Pearman was delighted to report at 218 participants took part on the first day and the organisers felt that approximately 80 members of the public would attend on a weekly basis.

Cllr Preest gave a précis of the letter which he had received from Mr Mark Harper MP concerning Area of Outstanding Natural Beauty Status for the Forest of Dean. Cllr Preest felt a number of the points contained in the letter to be incorrect, and gave a commitment to meet with Mr Harper to discuss the matter.

Cllr Preest expressed disappointment over the overflowing recycling bins which were evident in the Town during the Christmas period. Noting that he had been able to speak to key Officers at Gloucestershire County Council during the Christmas closure period, Cllr Preest expressed disappointment that the same provision had not been offered by Forest of Dean District Council.

Councillor Preest expressed thanks to all Members for continuing to monitor water levels in the Town over the Christmas period and expressed thanks for the work which had previously been undertaken by the Lydney's Multi Agency Stakeholder Flood Defence Group.

Cllr Legg advised that he had received e-mail correspondence from a member of the public which he had duly forwarded to the CEO/Trust Secretary for response.

Cllr Pugh advised that members of the public had highlighted a number of obstructed footpaths in the Parish. Cllr Street requested that he receive details of the obstructions in order that he may investigate the issues.

Cllr Rudge advised that he had received complaints regarding an inability to access toilets at Lydney Bus Station. It was noted that no further funding had been provided by Gloucestershire County Council for public toilets/restaurant facility for the building. Members felt that increased signage highlighting the location of the public toilets in the Town may be a solution to the problem. Cllr Pearman requested an agenda item for the next Amenities Committee meeting to discuss provision of signage for the Town.

**Action by – the CEO**

Cllr Biddle advised that he had contacted Mr A Clarke, The Resilience Centre, to enquire where the Community Benefit Funds gained from the Alvington Wind Turbine would be directed. It was noted that two funds would be set up; one fund would be tasked with bestowing modest grants by a self-selected community panel from Alvington/Aylburton. The second fund would aim to address fuel poverty in the GL15 postcode and seed fund other community projects across the District.

Cllr Biddle advised that a member of the public had purchased St Mary's Iron Bridge from Dean Forest Railway for £1.00, with the intention of refurbishing it.

Cllr Harris reported that a waste lorry had been seen tipping a container by the vehicle bridge in Hams Road car park, with substance running into the Lyd. The CEO gave a commitment for members of ground staff to inspect the area the following morning.

**Action by – the CEO**



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Cllr Preest requested an agenda item for the next Amenities Committee meeting to consider relocating a bus shelter from Church Road (close to Cross Bank House) to Bream Road.

Action by – the CEO

22. **PRESS RELEASE**

Nothing to report.

23. **MEETING DATES**

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

- 18 January 2016      6.30 pm - Burial Committee Meeting  
                                 7.00 pm - Extra Ordinary Full Council Meeting/Co-option  
                                 7.30 pm - Bathurst Park and Recreation Trust and Lydney  
                                 Recreation Trust Meetings.
- 8 February 2016      6.00 pm - Planning & Highway Committee Meeting  
                                 7.00 pm - Full Council

Meeting closed at 8.50 pm

Chairman ..... 

Date ..... 9/2/16 .....

## Actions from Full Council meeting on 7 December 2015

Agenda Item	Action
8.	<ul style="list-style-type: none"> <li>CEO to purchase cabinet for Defib and ensure that an electricity supply is provided to same, in order that the existing Defib may be located on the outside of the Council's office. – Update by CEO/Agenda item</li> <li>CEO to arrange for a new Defib unit and cabinet to be donated to the Bathurst Park and Recreation Trust for use in Bathurst Park. Update by CEO/Agenda item</li> </ul>
9.	CEO to submit the Precept form to Forest of Dean District Council within the legal timeframe once the legalities regarding the Form and the manner by which the Billing Authority display the figures in the Council Tax Leaflet have been resolved. Pending - Cllrs Pearman/Ives to provide a verbal update
11.	Cllr Greenwood to produce a supplementary document which may be included with the Town Council's Community Emergency Plan to cover action to be taken in the event of a nuclear incident. Pending – Cllr Greenwood to provide a verbal update
12.	Cllrs Berryman and Pearman to raise the issue of appointing a "Lead" organisation for the 2016 Remembrance Event. Agenda item
15.	Cllr Greenwood to attend a meeting with a local cycle club on behalf of the Council. Verbal update – Cllr Greenwood
16.	CEO to arrange for a commitment of £792.13 to be shown in respect of the Council's contribution towards the infrastructure required for the Permissive Path over The Tack. Done Furthermore, to arrange a meeting with Lydney Park Estate in order that it can be agreed which organisation will arrange for the purchase and installation of signage etc. Meeting held on 6 <sup>th</sup> January 2016/update an agenda item.
19.	Cllr Pearman to seek the appointment of an elected representative to the Local Action Group – Forest Sub-Group & GFirst at the next Neighbourhood Development Plan Steering Group meeting. Verbal update – Cllr Pearman
20.	<ul style="list-style-type: none"> <li>CEO to advise Mr Shaw to attend the meeting at Forest of Dean District Council on 7 January 2016 to listen to the presentation by The Forestry Commission on the Wild Boar. Done</li> <li>Cllr Pugh to attend a meeting at Forest of Dean District Council on 13 January 2016 regarding a new anti-littering campaign Noted</li> </ul>
21.	CEO to clarify if Lydney Town Council would be liable for a contribution towards the cost of an investigation, should a domestic homicide be experienced in the Parish. Information circulated which identifies the main Stakeholders.. LTC would not be required to contribute toward investigation costs, any such contribution would be entirely discretionary.