

LYDNEY TOWN COUNCIL

FULL COUNCIL MEETING – 2019/11/11 – 79

MINUTES OF THE LYDNEY TOWN COUNCIL MEETING held in the Council Chamber, Claremont House, Lydney on Monday 11 November 2019 at 7.00 pm.

PRESENT: Cllrs W Leach (Chairman), L Arnold, Z Arnold, J Carr, J Greenwood, R Holmes, R Kemsley, P Macklin, T Tremlett and S Turner

Mrs W Jackson and Mr R Morgan, Forest of Dean District Council – Agenda Item 10

District Cllr M Topping

District Cllr R Leppington

Seven members of the Public

Mr D Kent

Mr A Maliphant – Town Clerk

Miss C Wheeler – Assistant Clerk – Minute Taker

Cllr Leach 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 accepted from Cllrs Harley and Preest.

Cllr Leach informed Members that since the last meeting Cllr Vaughan had resigned from the Council. Noting that in the local press Ms Vaughan had called for her letter of resignation to be published on the Council's website, Members were reminded that this was against the decision taken at the last meeting whereby the Council had resolved to only provide information on the names of current Councillors and the date of their election/resignation. However, if the Council received any written requests to be provided with a reason for Ms Vaughan's resignation it would release a copy of her letter, in line with her statement in the local press.

Cllr Leach extended a warm welcome to Mr D Kent who would take up the position of Town Clerk from 16 December 2019.

Cllr Leach voiced his intention to bring forward Agenda Item 10 – Regeneration and bring a matter into the public domain which had been classed as a confidential item which related to the Chairmanship of the Personnel Committee (this would now be considered under Agenda Item 8 – Appointment of Committee Chairman). The minutes reflect the order as shown on the agenda.

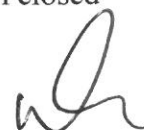
2. **DECLARATIONS OF INTEREST**

None.

3. **MINUTES OF PREVIOUS MEETING**

Approval of the public minutes of the Full Council meeting held on 14 October 2019 was **proposed by Cllr Z Arnold, seconded by Cllr Carr. Unanimous.**

It was noted that the confidential section of the minutes would be considered in closed session.



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4. POLICE MATTERS

The Clerk advised that a report had not been received from the Police due to operational duties.

5. YOUTH FORUM

Cllr Z Arnold advised that since the last meeting he had spoken briefly to representatives from Lydney Hub: that the Hub still awaited confirmation of their CIO status; that receipt of funding was waited from Gloucestershire County Council. Cllr Z Arnold also reported that the first Youth Working Party would take place in January and he requested that Members contact him by e-mail if they wished to join the working party.

6. OPEN FORUM

Member of the public – Agenda Item 8 – Chairmanship of Personnel Committee – advised that under the Council’s Standing Orders the Mayor was an Ex Officio of all Committees and the Council had previously decided that the Mayor should not act as Chairman of a Committee; stated that historically the Chairman of the Personnel Committee had always been the Chair of the Finance and Scrutiny Committee; called on the Council to be open and transparent. The Mayor advised that the statement relating to the Mayor not acting as Chairman of the Committee was contained in a footnote within the Remit of Committee document, not Standing Orders.

Member of the public – Agenda Item 7 – Facebook – advised Members of his position within the local Labour Party; explained that his statement was made on behalf of the local Labour Party which would not condone malicious, bullying acts, nor would it condone an individual stating that they were mandated by the Labour Party; stated that a malicious comment remained on the Town Council’s Facebook page despite requests for it to be removed; expressed a view that the Monitoring Officer would not condone the comment; felt that a By-election would be conducted shortly; stated that the Council had not answered his question regarding what action had been taken against a Councillor who had leaked confidential information. Cllr Leach agreed that the Council had not provided an answer to the question, but he disputed that the Council had not been open and transparent.

7. TOWN CLERK REPORT

The Clerk drew attention to the completed actions list which had been circulated prior to the meeting, the contents of which were noted (Appendix A).

Facebook Page

The Clerk requested that Council determine how it wished to operate its Facebook page. Members were advised that there were three main ways to operate a page: an “Open Page” which allowed any person to post items; a “Closed Page” which prevented any comments from being posted; an “Administered Page” which allowed any person to post comments but an Officer of the Council could then decide if the comment remained on the page. The Clerk stressed to Members that if they wished to operate an “Administered” page the Council would need to agree a Policy which outlined what was deemed as acceptable or unacceptable comment. The Clerk also highlighted that time would need to be allocated to an Officer during their day to review any posted comments and the Council would need to agree the frequency which they wished comments to be examined.



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During discussion Cllrs Tremlett and L Arnold spoke in favour of the Council operating an Administered Page; Cllr Holmes spoke on the difference between criticism of the Council's activities and criticism of a member of the public; Cllr Z Arnold called for the Council to agree an entire strategy regarding Social Media and he called for a better strategy to be adopted in order to encourage members of the public to attend the Council's events.

After a short further discussion it was **proposed by Cllr Leach** that Cllr Turner would draft a set of rules regarding acceptable conduct in order that the Council may consider possible publication on its Facebook page. Furthermore, that over the forthcoming months the Council would develop a policy for such. Unanimous.

Action by – Cllr Turner

Scheme of Delegation

The Clerk reminded Members that a Scheme of Delegation had been circulated by e-mail previously which would need to be revised by the new Town Clerk once they commenced their post. In the meantime, Members were asked to approve a revised "Authorised Officers Signatory List" (forming part of the Scheme of Delegation document) which detailed the level of access granted to each Officer.

Members were provided with an overview by the Clerk of the necessity to ensure the separation of certain duties and also the responsibilities which were solely designated to the Town Clerk. Adoption of the Authorised Officers Signatory List was **proposed by Cllr Z Arnold, seconded by Cllr Carr**. Unanimous.

Mr D Kent, who would take up the Town Clerk's post on 16 December 2019, advised Council that he would like to bring the List back to Council once he had viewed how staff operated, as he wished for spending decisions to be taken by Councillors, not just Council Officers.

Member Training

Prior to the meeting members were provided with details of the following courses hosted by Gloucestershire Association of Parish and Town Councils:

- Charitable Trusts and Parish/town Councils – Navigating the Minefield - £75.00 per person
- Being a Better Councillor - £95.00 per person (or £85.00 per person if two or more Councillors attend)
- Chairmanship Skills - £50.00 per person
- Planning applications from the perspective of Town and Parish Councils - £50.00 per person

Cllr Turner expressed an interest in attending the "Being a Better Councillor" course. Expenditure **proposed by Cllr Leach**. Unanimous.

Action by – the Clerk

Cllr Leach requested that Councillor Training be an agenda item for the next meeting.

Action by – the Clerk



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Representatives to Outside Bodies

Members were asked to appoint representatives to the following organisations:

- Adverse Weather Wardens – Cllrs Leach and L Arnold
- Forest of Dean Health Forum – Deferred
- Lydney in Bloom – Cllr Harley
- Flood Defence Stakeholders Group (Chairman) – Cllr Leach. Cllr Z Arnold expressed an interest in joining the Group and the Clerk was requested to ascertain membership criteria.

Action by – the Clerk

8. APPOINTMENT OF COMMITTEE CHAIRMAN

Members were asked to appoint a Chairman for the Burial Committee. Cllr Holmes advised that whilst she had not been able to attend the meeting, Cllr Harley had requested that her name be proposed for the position. Accordingly, **Cllr Holmes proposed** Cllr Harley for the position. **Seconded by Cllr Greenwood.** Unanimous.

Personnel Committee

Cllr Leach advised that as part of the closed session October Full Council Committee meeting discussion had taken place as to whom should chair said meetings. Cllr Leach advised that whilst at the following Personnel Committee meeting Cllr Holmes had been proposed as Committee Chair by Cllr Preest, he felt as Mayor he should Chair such meetings. Cllr Tremlett felt that Full Council should decide whom should be appointed as Chairman of the Personnel Committee. Cllr Holmes reminded Members that historically the Personnel Committee had been chaired by the Chairman of the Finance & Scrutiny Committee and he suggested that the Clerk could investigate why the Chair of the Personnel Committee had always been the Chairman of the Finance and Scrutiny Committee.

Action by – the Clerk

The Clerk read out the existing Remit of Committees document which included a footnote that the Mayor was an ex-officio member of every Council Committee and as such possessed a voting Right; they should not however be Chairman of any one Committee/Sub Committee.

It was **proposed by Cllr Z Arnold** that the Mayor should Chair meetings of the Personnel Committee. **Seconded by Cllr Greenwood.** Vote carried.

9. FINANCIAL MATTERS

FINANCIAL STATEMENT -

NOVEMBER 2019

Opening Bank Balances as 1st April 2019

LLOYDS BANK - Current account

98,188.61

2018/19 Commitments Brought Forward

LLOYDS BANK - Lydney In Bloom - Current

1,362.14

£6,110.00

LLOYDS BANK - LGPS - Current

23,498.30

LLOYDS BANK - Earmarked Reserves:

S106	29,191.50
Lydney War Memorial	2,000.00
Play Areas (General)	5,000.00
Play Areas (Leaze Court)	129.86
Cemetery	13,842.14
Cemetery: St Mary's Churchyard/Wall	4,000.00
Cemetery: Memorial Testing	12,500.00
Cemetery: Additional Burial Space	20,000.00
Cemetery: Green Burial Space	1,500.00



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Election Costs	10,000.00	
Machinery	8,500.00	
Town Panel Maps	1,062.00	
Town Events (Christmas Grotto etc)	7,000.00	
Civic	1,000.00	
Pear Mapping Cemetery	1,870.00	
Lydney In Bloom	1,000.00	
Environment Agency 2019/2020	5,500.00	
Youth Provision (The Hub)	25,000.00	149,095.50

LLOYDS BANK - General Reserve	170,513.03	319,608.53
		442,657.58

RECEIPTS

Receipts APRIL	280,260.31	
Receipts MAY	13,032.47	
Receipts JUNE	2,476.93	
Receipts JULY	14,059.69	
Receipts AUGUST	4,275.48	
Receipts SEPTEMBER	280,414.65	
Receipts OCTOBER	29,110.03	

See Separate Sheet

Receipts NOVEMBER		
Receipts DECEMBER		
Receipts JANUARY		
Receipts FEBRUARY		
Receipts MARCH		
<i>Lydney In Bloom: Income banked to LIB current a/c</i>		<i>1,100.00</i>
Total Receipts YTD		624,729.56

PAYMENTS

Payments APRIL	5,127.18	
Payments MAY	72,529.88	
Payments JUNE	92,281.41	
Payments JULY	38,696.34	
Payments AUGUST	44,497.63	
Payments SEPTEMBER	6,525.77	
Payments OCTOBER	92,632.15	
Payments NOVEMBER	44,936.92	
Payments DECEMBER		
Payments JANUARY		
Payments FEBRUARY		
Payments MARCH		
Payments PRIOR TO YEAR END		

Detailed Below

<i>Lydney In Bloom: Cheque Payments to date from LIB a/c</i>	<i>776.25</i>	
Total Payments YTD		398,003.53
		669,383.61

Reconciled Bank Statements as at end	OCTOBER 19	
LLOYDS BANK - Current account		326,240.67
LLOYDS BANK - Lydney In Bloom - Current		1,685.89
LLOYDS BANK - LGPS - Current		23,505.15
LLOYDS BANK - Earmarked Reserves:		
S106	29,191.50	
Lydney War Memorial	2,000.00	
Play Areas (General)	5,000.00	
Play Areas (Leaze Court)	129.86	
Cemetery	13,842.14	
Cemetery: St Mary's Churchyard/Wall	4,000.00	
Cemetery: Memorial Testing	12,500.00	
Cemetery: Additional Burial Space	20,000.00	
Cemetery: Green Burial Space	1,500.00	
Election Costs	10,000.00	
Machinery	8,500.00	
Town Events/ Christmas (Grotto etc)	7,000.00	
Civic	1,000.00	
Pear Mapping Cemetery	1,870.00	
Lydney In Bloom	1,000.00	
Youth Provision (The Hub)	25,000.00	142,533.50
LLOYDS BANK - General Reserve	175,418.44	317,951.94
Bank Balances as at: 31-Oct-19		669,383.61



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<u>NOVEMBER PAYMENTS</u>		<u>Chq. No</u>	<u>Description/Spending Power:</u>	
<u>Payment made by Direct Debit/Standing Order</u>				
ICO	04.10.19	35.00	DD	
BNP Parbias Leasing	07.10.19	330.00	DD	
ADT	15.10.19	54.97	DD	
ADT	15.10.19	224.61	DD	
ATOS Fuel Genie	15.10.19	277.94	DD	
Konica Minolta	15.10.19	471.99	DD	
Forest Equipment Service Ltd	21.10.19	1,212.90	STO	
FoDDC	22.10.19	84.00	DD	
EE Limited	23.10.19	14.45	DD	
Cable Stream Ltd	25.10.19	156.31	DD	
Redline Telecom	28.10.19	38.94	DD	
	<u>Direct Debits:</u>	<u>2,901.11</u>		
	<u>Sub total</u>			
<u>Interim Payments made in advance of meeting:</u>				
Gloucestershire Market Towns Forum		440.00	9518	Ad Hoc Cemetery Plaques
Corporate: HMRC: Revised		-89.31	9471	
Corporate: Glos LGPS: Revised		89.31	9519	
Corporate: Payroll		-36.00	9507	
Corporate: HMRC		36.00	9520	
Corporate: Glos LGPS		476.40	9521	Annual Gateway 2 (Bulbs)
		21.00	9522	Annual Events (Christmas)
		<u>937.40</u>		
<u>Payments for approval at meeting held on: 11th November 2019</u>				
Corporate: Payroll		13,383.82	BACS	Monthly November
Corporate: HMRC		2,985.65	BACS	Monthly November
Corporate: Glos LGPS		3,952.80	BACS	Monthly November
	Payments Sub Total	<u>20,322.27</u>		
M Burns		70.00	9523	Ad Hoc Civic
Exhaust Tyres & Batteries (Worcester) Ltd		10.00	9524	Ad Hoc Machinery/Replacements/Repairs
Forest Equipment Services Ltd		56.50	9525	Monthly Dog Waste
Gooch Group Ltd		62.30	9526	Quarterly Establishment
Light Fantastic DIY Ltd		8.88	9527	Monthly Machinery/Replacements/Repairs
Lydney Music		135.00	9528	Annual Christmas Event
Mincost Ltd		42.41	9529	Ad Hoc Machinery/Replacements/Repairs
Monmouthshire County Council		344.40	9530	Annual Play area Maintenance
Office Star Group Ltd		269.17	9531	Monthly Stationery
Plantscape Ltd		1,764.00	9532	Annual Floral Displays
Sevenside Wholesalers Ltd		552.06	9533	Annual Christmas Event
SLCC Enterprises Ltd		450.50	9534	Ad Hoc Subscriptions/Training
Whitehouse Press (Printers) Ltd		712.00	9535	Quarterly Newsletters
Worksafely Ltd		140.80	9536	Ad Hoc PPE
Bathurst Park Recreation Trust		4,117.19	9537	Quarterly VAT Recharge
Cancelled Chq			9538	
Lydney Recreation Trust		11,743.67	9539	Quarterly VAT Recharge
Expenses		31.50	9540	Quarterly Training
Expenses		95.40	9541	Ad Hoc Training
Cash		110.36	9542	Monthly Establishment/Mtg
Cash		60.00	9543	Annual Costs/Training Christmas Event
	Payments for approval: Sub total	<u>20,776.14</u>		
TOTAL PAYMENTS		NOVEMBER	<u>44,936.92</u>	
<u>A list of unrepresented Cheques (For Information only)</u>				
None				
	Total	<u>-</u>		

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Monthly Payment Listing – Month 8

Receipt of the monthly payment schedule (including the transfers/virements shown below) was **proposed by Cllr Leach**. Unanimous.

Approval of the payments therefrom **proposed by Cllr Leach**. Unanimous.

Virements

<u>Amount</u>	<u>From</u>	<u>To</u>
None		

Transfers

<u>Amount</u>	<u>From</u>	<u>To</u>
None		

Tree Surgery

The Clerk advised that this matter had been deferred to Full Council by the Amenities Committee, as the Clerk had not received the desired three quotes by the time of the Amenities Committee meeting. Members were informed that three quotes had now been received for the work and the Clerk recommended that the quotation from Chapel Tree Services be accepted (the lowest quote). Responding to a question from Cllr Tremlett, the Clerk advised that the Council's annual tree survey was undertaken by TrunkArb Tree Services and explained the situation regarding the cost of the tree survey.

During discussion Members noted that some of the quotes had been based on the felled timber being chipped/taken away, whilst some of the quotes had been based on leaving a quantity of timber on site. It was **proposed by Cllr Leach** that the contractors would be asked to quote on a "like for like" basis in order that Members could give fair consideration to the quotes obtained and that the matter would be deferred until the next meeting. Cllr Leach also requested that Cllr Carr visit the sites concerned in order that she may view the proposed work. Unanimous.

Action by – the Clerk/Cllr Carr

In-House Internal Audits

The Clerk drew attention to the fact that Members were required to undertake in-house internal audits on a quarterly basis and had been provided with a rota detailing when they would need to attend. Members were reminded that if they could not attend an audit to which they had been scheduled it was their responsibility to arrange for another Councillor to take their place.

Members were also informed that the Finance Assistant e-mailed Members to remind them of their In-house Audit dates but received very limited responses from Members. Accordingly, the Clerk requested that Members respond to any e-mails they receive.

Interim Internal Audit Report for 2019/20

Prior to the meeting Members were provided with a copy of the Interim Internal Audit Report for 2019/20 which had been received from Wildin & Co.

Cllr Greenwood noted the recommendation that the number of Councillors conducting In-house Internal Audit checks be increased and the Clerk gave a commitment to discuss this



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with the Finance Assistant. Cllr Greenwood requested that the Council's thanks be conveyed to the Finance Assistant.

Action by – the Clerk

Draft Budget for 2020/21

Members were provided with an overview of the draft budget for 2020/21. It was stressed that each Committee had yet to agree their budgets; that each Committee budget would be fed back to the Finance and Scrutiny Committee for compilation in order that an overall budget recommendation could be submitted to Full Council for consideration and to enable Full Council to determine the Precept in January 2020.

It was noted that a number of Committee meetings would need to take place between the date of the meeting and the Full Council meeting in January in order that the Council may adhere to the Policy Budget Precept process it had previously followed.

The Clerk reminded Members that each of the Council's Committees managed their own budget, however, the responsibility for the Corporate Budget had now been allocated to Full Council, which would require a revision to the existing Committee Remit document. Members noted that the aforementioned was the only change to budget heading responsibilities.

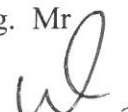
10. REGENERATION

Cllr Leach welcomed Mrs Jackson and Mr Morgan, Forest of Dean District Council (FODDC) to the meeting. Members were provided with a Powerpoint slide show detailing the key points from the presentation.

Mrs Jackson explained that Lydney Town Council was a member of the Stakeholder Group and a member of the Executive Committee for the Lydney Coastal Community Team. Members were informed that FODDC's bid for £2.1m funding for the destination Lydney Harbour project had been successful and that the project team to deliver the outcomes was led by Mr Morgan. Mrs Jackson advised that FODDC was seeking to recruit a Project Officer (a two year post) and it was hoped that the new Officer would commence their post prior to Christmas; that the next Stakeholder meeting would take place on 10 December 2019 which would be preceded by a meeting of the Executive Committee; that both meetings were chaired by the Environment Agency representative.

Mr Morgan advised that there were broadly three themes to the project: improvements to access routes, community boat building and improvements to the visitor experience. Members were informed that artwork would be installed on the Station Road roundabout to signpost the Harbour. It was noted that a significant percentage of the project funding would be spent on improving the highway to the Harbour including resurfacing, pavements and lighting; once this work had been completed the attention would then turn to providing a visitor information point and toilet facility. Mr Morgan advised that a modular café facility would be provided (similar to the unit which could be viewed at Mallards Pike) and that planning consent had already been obtained for these items.

Members were informed that the project would attempt to address the bottleneck at Cookson Terrace which had been created due to limited parking arrangements for residential properties and that funding would be allocated to improve the fencing on the frontage. Whilst the project would cover the desilting of the canal, the work would be undertaken by the Environment Agency (subject to funding from DEFRA) and would be classed as match funding. Mr



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Morgan spoke of a desire to increase the number of mooring points, provide additional seating and revive the skiff building project.

Mrs Jackson advised that FODDC had match funded the time taken to reach this stage in the project and the cost of obtaining planning consent; that Gloucestershire County Council and LEP had funded the Lydney Cycleway scheme; the Environment Agency were bidding for funding; Lydney Town Council had offered “in kind” assistance (the Deputy Mayor would join the interview panel for the Project Officer role and the Council had offered the new Officer use of office space for a few days per week); that Gloucestershire County Council’s “Growing our Communities” fund would provide £3,000 for a Heritage Walking Trail from the Harbour for 2020/21. Mrs Jackson also advised that £18,000 had been requested from Lydney Town Council towards the cost of the modular café project and it was felt that the tenant of the café would be responsible for opening/closing/cleaning the toilet facility.

Cllr Holmes stressed the need for the Harbour gates to be repaired as the harbour was currently inoperable for boats. Mrs Jackson advised that £50,000 had been secured from the Coastal Revival Fund towards the cost of repairing the gates; that the matter was in the hands of the Environment Agency and that they had advised that the work was part of a wider scheme. Cllr Greenwood questioned the percentage of the funding which would be expended on improvements to the highway. Mrs Jackson advised that it would cost £1.4m for the improvements to the highway as no highway improvement had been allocated to this part of the Forest. Furthermore, that the costings had been based on concept designs and that Gloucestershire County Council were in the process of obtaining competitive quotes for the work. Mrs Jackson also advised that FODDC had until March 2024 to either spend or commit the funding which had been awarded.

A number of questions were raised regarding the possibility of obtaining contributions towards the highway work from commercial premises who may benefit from the improvements. It was also noted that the improvement works would allow members of the public who worked at the various employment sites to safely walk/cycle to work and Mrs Jackson was asked to ensure that any work to cut back vegetation along the route was undertaken selectively with a view to not affecting the ecology of the area. Members were also reminded that the new owner of Pine End Works would make a significant financial contribution through the development of the site and was also willing to contribute towards the public artworks planned for Station Road roundabout.

There being no other questions Mrs Jackson and Mr Morgan excused themselves from the meeting.

Cllr Greenwood requested that the destination Lydney Harbour project be a regular agenda item.

Action by – the Clerk

Cllr Holmes questioned how the Council had offered use of its office facilities when the request had not been discussed by the Council. Cllr Leach advised that the use of the facilities had not been agreed and that discussion would need to take place regarding the size of space required, frequency of use, etc. Cllr Tremlett stressed that the post holder, when appointed, could be based anywhere and it was anticipated that over time they would engage with harbour businesses.



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Noting that earlier in the presentation Mrs Jackson had stated that £18,000 had been requested from Lydney Town Council towards the modular café facility, the Assistant Clerk stressed that no financial provision had been included in the Council's budget towards the project. It was therefore **proposed by Cllr Leach** that the Council would agree "in principle" to earmark £18,000 either from its current budget or general reserves, to the project. Furthermore, that the Council would require FODDC to provide information relating to the set up and operation of the café facility, including any future liability which may be attributed to the Town Council, for consideration and agreement by the Town Council before any funding would be released. Unanimous.

Action by – the Clerk

Lydney Town Centre Audit Report

Members were provided with a copy of the draft report prior to the meeting in order that they may review the document and formulate any comments they may wish to make. Cllr Tremlett advised that she had already passed her comments to Mr Morgan at FODDC.

Cllr Leach requested that Members inform the Clerk by the end of the week if they wished to submit any comments on the report.

Action by – all Councillors

11. **HEALTH SERVICES**

Members were asked to consider and agree a policy position on Lydney health services.

Cllr Z Arnold felt that NHS Gloucestershire Clinical Commissioning Group/Gloucestershire Care Services NHS Trust and 2gether NHS Foundation Trust should be informed that they needed to either build a new/retain the existing hospital in Lydney and that the facility should remain in public ownership. Cllr Leach expressed a preference for securing funding for primary care and surgeries. Cllr L Arnold felt that if the existing hospital were to be removed, then the Council should lobby for an "overflow" bed facility. Cllr Leach reminded Members that decisions had yet to be made by NHS Gloucestershire Clinical Commissioning Group/Gloucestershire Care Services NHS Trust and 2gether NHS Foundation Trust regarding the beds and services which would be provided in the new hospital and he felt that consideration needed to be given regarding what the site of Lydney Hospital could be used for (e.g. consideration was being given towards using the Dilke hospital as a hospice).

During discussion Members spoke on the increasing services which were now being provided by GPs together with the current view that people recover quicker when at home. Cllr Leach reminded Members that NHS Gloucestershire Clinical Commissioning Group/Gloucestershire Care Services NHS Trust and 2gether NHS Foundation Trust had advised that an update would be released in a few weeks as conversations were taking place with GPs.

It was **proposed by Cllr Z Arnold, seconded by Cllr Carr** that Lydney Town Council would defend Lydney Hospital until such time as NHS Gloucestershire Clinical Commissioning Group/Gloucestershire Care Services NHS Trust and 2gether NHS Foundation Trust had advised what services/facilities would be provided for the Town. Once this information had been received the Council would review its position. Unanimous.

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12. FORMAL CORRESPONDENCE RECEIVED

- Lydney Rugby Club – E-mail letter from Mr D Sleeman, Chairman, referencing the Town Council's decision towards making a difference to climate change. Mr Sleeman advised of the Club's wish to replace their lighting units with LED versions at a cost of £30,800 (including lifting platform) and called on the Council to advise what, if any, grant sum could be made available to facilitate this work and demonstrate that the Council's pledge was more than just "in name only". **Members requested that the Clerk advise that the Council is concerned about climate change and welcomed the Club's positive approach; provide the Club with details of possible funding sources (e.g. Gloucestershire Playing Field Association, Sport England, etc); advise that the Club could apply to the Town Council for a grant via the grants policy.**

Action by – the Clerk

- Forest of Dean District Council – E-mail from Abi Beach, Homeless Relief Officer inviting the Council to participate in this year's Rough Sleeper estimate.
- Forest of Dean District Council – E-mail from District Cllr Bernie O'Neill, Cabinet Member, Finance, Business Support and Jobs/Chair of the Community Safety Partnership outlining the initiative to establish "Gateways" in to the Forest of Dean. Said gateways to be in the form of signposts encouraging drivers to slow their speed to enjoy the beauty of the Forest and therefore encouraging safe passageway on the road. District Cllr O'Neill hoped that the Council would support the initiative; if such agreement was forthcoming he wished to learn the level of support the Council would provide. **Members wished to support the initiative "in principle" and requested that District Cllr O'Neill provide suggestions as to the support desired.**

Action by – the Clerk

13. COMMITTEE & OTHER REPORTS

Cllr Greenwood advised that a meeting of the Multi-use Track Stakeholder Group would take place the following day to consider and approve a final route.

Cllr Carr advised that she had attended a meeting of Lydney Area in Partnership and had been voted as the Town Council's representative. Cllr Carr was informed that the matter was not an agenda item; that the Council would need to consider if it wished to appoint a representative to the Partnership; that it was for the Council to nominate its representative, not the Partnership. It was agreed that the matter would be an agenda item for the December meeting.

Action by – the Clerk

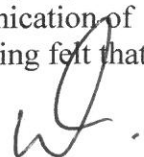
Cllr Kemsley expressed thanks to all present for their assistance at the fireworks display at Bathurst Park.

Cllr Tremlett reminded her fellow Councillors that the Christmas Light's Switch On would take place on Saturday 23 November 2019; that Cllrs Turner and Carr would operate Santa's Grotto; that the lights would be turned on by the Mayor's Cadet.

14. DISTRICT COUNCILLORS REPORT

District Cllr Topping provided a precis of his report, the full version of which is shown in Appendix B.

District Cllr Topping also informed Members that issues were once again being experienced between the Police and Forest of Dean District Council regarding the communication of reports of "non-Police" issues at Newerne Street Car Park. District Cllr Topping felt that



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members of the public were deterred from reporting issues due to the difficulties experienced and spoke of the need for the Police to be provided with direct access to the CCTV imagery collected by Forest of Dean District Council's equipment. Cllr Leach encouraged all issues to be raised as CSP meetings organised by Forest of Dean District Council.

15. COUNTY COUNCILLOR REPORT

Prior to the meeting Members were provided with a copy of County Cllr Preest's report (Appendix C), the content of which was noted.

16. COUNCILLOR REPORTS

Cllr Z Arnold advised that he had received numerous complaints regarding the disruption to traffic caused through the implementation of the Lydney Cycleway scheme.

Cllr Holmes advised that he had conducted a Councillor Surgery with a Councillor prior to their resignation during which it had been suggested that a Chamber of Commerce be formed with the support of the Town Council. Cllr Tremlett advised Cllr Holmes to contact Paula Massey, Forest of Dean District Council, to obtain support for such.

Cllr Greenwood advised that he was liaising with Forest of Dean District Council regarding the Yorkley Court Farm Community Fund which welcomed applications for grant funding for projects.

Cllr Leach advised that meetings of the four Town Mayors had re-commenced; an item currently under discussion was the creation of a forest-wide tourism leaflet. Cllr Leach also advised that he had attended the following events on behalf of the Council:-

- Victoria Centre
- Remembrance Parade
- AGM of Lydney & District Twinning Association

17. PRESS RELEASE

Members felt that press releases could be issued to welcome the new Town Clerk, the project to regenerate Lydney Harbour and the cost of litter collection.

At 9.57 pm it was proposed by Cllr Tremlett, seconded by Cllr Z Arnold, that Standing Order 3X be suspended in order that the meeting may continue until 10.30 pm as the matters under consideration were felt to be of an urgent nature. Unanimous.

18. MEETING DATES

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

- 25 November 2019 at 6.30 pm - Burial Committee
- 25 November 2019 at 7.00 pm - Charitable Trusts
- 9 December 2019 at 6.00 pm - Planning Committee/Full Council

The Assistant Clerk excused herself from the meeting at this point.

EXCLUSION OF THE PUBLIC & PRESS
Page 92 (Inclusive) - CLOSED SESSION



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19. **MINUTES OF PREVIOUS MEETING**

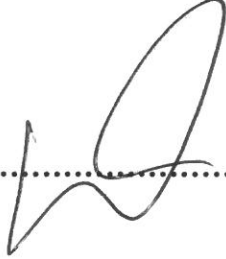
Approval of the confidential minutes from the closed sessions on 14 and 31 October 2019 were not considered.

20. **STAFFING MATTERS**

The content of this meeting is considered to be of a highly confidential nature; it would be unfair to make public/disclose any part of the associated minutes which may be taken 'out of context' and would likely result in a data breach [Data Protection Act 1998].

Meeting closed at 10.30 pm

Chairman



Date 9/12/19

Actions from Full Council meeting on 14 October 2019

Agenda Item	Action
10.	<ul style="list-style-type: none">• The Clerk to conduct investigations into the possibility of printing the Town Council's newsletter on recycled paper. Ongoing.• The Clerk to ensure that Councillors are provided with an electronic copy of the newsletter prior to its distribution. Done.
12.	<ul style="list-style-type: none">• The Clerk to invite Ms L Currie, Lydney Dial-a-Ride to a future meeting to provide Council with a presentation.• The Clerk to provide a response to a member of the public seeking information on the reasons for Councillor's resignations. Done
16.	<ul style="list-style-type: none">• The Clerk to ensure an agenda item relating to a Policy for the Town Council's Facebook page is included on the November Full Council Agenda. Done.

Climate Emergency

At the Parish and Town Council meeting at Coleford on October 24th a report was given by the council's Climate Change and Carbon Assistant, Charlie Leaman on progress towards carbon neutrality by 2030:

FoDDC owned properties suitable for renewable energy installations are being identified.

The Local Plan to 2041 will hopefully be consistent with the climate emergency, with an upgrade of the low carbon requirements for new builds and land allocated for renewable energy projects.

FoDDC vVehicle fleet trials to take place with hybrid and EV vehicles.

Switch made to a Green Energy tariff so that FoDDC electricity is supplied from renewable energy.

Town and Parish councils encouraged to:

'Green' their NDPs – manage land for biodiversity and tree planting - promote lift-sharing schemes – switch to green energy provider - consider installation of solar PV and heat pumps at council premises.

Presentation of the Solar Streets Project by the Wiltshire-based renewable energy company which works with residents and town councils to deliver solar pv to whole communities. Coleford on Nov 27 at 6pm.

Lyd Clean up

The Gloucestershire team of the Voluntary Bailiff Service, carried out a litter pick of the river bed by the Coop, and along the banks further downstream on Oct 20th. The team is operated by the Angling Trust in cooperation with the Environment Agency & the Rural Crime Team. They are planning to have another litter pick when the water level isn't so high.

Newerne Street Car Park

I am due to meet one of FoDDC's anti-social behaviour leads on Nov 6th to discuss Newerne Street Car Park. I hope to be able to update Lydney Town Council verbally on Nov 11th

FoDDC Full Council

At the full council meeting on October 17 FoDDC agreed to supporting lending organisation Folk2Folk and to make a maximum of 100k available to support small Forest businesses, or those, if based outside the Forest, which can demonstrate a benefit to the Forest economy.

District Cllr Topping
Forest of Dean District Council

Carol Wheeler

From: PREEST, Cllr Alan <
Sent: 07 November 2019 14:50
To: Town Clerk; Carol Wheeler
Subject: FW: 11 Nov Remembrance

Cllr A Preest

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From: PREEST, Cllr Alan <
Date: Thursday, 07 Nov 2019, 1:08 pm
To: PREEST, Cllr Alan <
Subject: 11 Nov Remembrance

Andrew/Carol.

I have a incredibly tight schedule on Monday.
In my GCC VC role I will be attending Shire Hall for the 1100 Remembrance Ceremony
1130 -1430 further meetings in Gloucester.
1800. I will be back in Lydney to Chair the LTC Planning and Highways Meeting.
1915 , I am being picked up in Lydney to attend a Military Reception in my GCC VC role.

As I won't be present at Full Council to verbally present here is my County Councillors Report for Nov 2018.

2 Dec - The quarterly Lydney Division Update Meeting will take place at Shire Hall between Senior GCC Staff and myself. Topics include S106 Trigger Points, Rail, and the Community Infrastructure Charging Schedule (CIL) - FoDDC are now flagged up as a Strategic Risk by GCC through not having a CIL in place unlike the rest of Gloucestershire.

Youth Provisions Grants Scheme 2019. I have £650 left in this years pot. I am open to ideas/suggestions please contact me directly to discuss.

18 Nov - Reminder that Stagecoach are attending FoDDC at 1800. Parish representation is welcome or pass concerns directly to myself as GCC Planning Infrastructure Champion and I will discuss directly with Stagecoach.

27 Nov - Dean Academy Students will be attending the Full GCC Meeting.

Work is progressing on the GFirst Local Enterprise Partnership Funded Lydney Division Cycling/Walking Scheme which is in accordance with the Lydney Neighbourhood Development Plan, the wider strategic Gloucestershire Transport Plan and was publically consulted upon.

Concerns are being raised (mainly due to Highway delays) as the work progresses, but, I have direct access to the Senior GCC Engineer (GCC are overseeing the project on behalf of GFirst LEP) so issues that arise are being dealt with expediently. Both the LTC Office and Aylburton Parish Council are being kept well in the loop on this.

Over the next 2 years GCC are working with the owners and investing £6 million into 9 Gloucestershire Care-Homes. In the Forest the Coombs at Coleford and Rodley House in Lydney are beneficiaries.

Due to the impending 12 Dec General Election, GCC Meetings particularly during the early part of December will be subject to change and alteration. The controversial and much publicised "Boots Corner" traffic scheme in Cheltenham which I am involved has been moved to 16 Dec.

Due to my "working" closeness to one of the candidates in the General Election I will be constantly taking advice on all matters that relate to LTC, FoDDC and GCC from GCC

during the Purdah period (which began on the 8th Nov). With the rather "toxic" times that we are experiencing at the moment it is best to play safe with a straight bat.

20-22 Nov - Close to Lydney. St Braivels to Bream Cross - carriageway patching will take place between 0700 - 1900 daily when the road will be closed. Nearer to home work will also be carried in and around Woodland Rise (Lydney North) shortly. Highway Teams are out and about replenishing grit bins.

On Tuesday (5 Nov) this week I met with GCC Local Highways Manager Brian Watkins and we discussed various issues. Brian, prior to our meeting inspected the Flood Alleviation measures on the by-pass side of the Lakeside area and a couple of concerns that are the responsibility of FoDDC have been reported to them I will be joining Brian at the next inspection of the area.

Despite pressure from GCC Highways and the LTC Office. Severn Trent have still (as I write) not taken steps to repair the sunken manhole cover on Bream Road adjacent to the Hospital turning. From personal experience and recently on a Sunday spending circa four hours on the phone trying to help the residents out with a raw sewage problem in the Leaze Court area Severn Trent aren't the easiest organisation to deal with.

Planning Application 19/0025FDMAJW - Unit 37 Lydney Industrial Estate, Harbour Road, Lydney, GL15 4EJ. Waste Recycling Facility.

In consultation with my GCC Colleague Cllr Nigel Moor, Nigel has submitted the following statement which I fully endorse.

" In my capacity as County Council Cabinet Member Environment and Planning I have been asked by local county councillors to comment on this application. I have visited the site and inspected the Planning application, in particular I have read the comments from FoDDC and I am able to support their representations. The regeneration of this area is important to both the environment and economy of Lydney. There is no strategic need for the waste recycling facility at this location and this needs to be weighed in the balance when determining the application. On balance I think that the application should be refused".

As I write this we approach, what for me is the most poignant date and weekend in the calendar, Remembrance.

Having served for 9 years in the Royal Air Force, and now in my 11th year as Lydney Division County Councillor it is always an absolute privilege to salute and place the GCC wreath on the Lydney Memorial.

This Civic Year as GCC Vice Chairman I also have the added honour of representing Gloucestershire at events on the 11th of the 11th.

Next year we commemorate the 80th Anniversary of the defining Battle of Britain and of course the 75th Anniversaries of VE and VJ.

Per Ardua Ad Astra.

Lest We Forget.

Cllr Alan Preest
GCC Lydney Division.

Cllr A Preest

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