

LYDNEY TOWN COUNCIL

TOWN IMPROVEMENT SUB-COMMITTEE MEETING – 2021/04/06 – 03

MINUTES OF THE MEETING OF THE TOWN IMPROVEMENT SUB-COMMITTEE

held by remote means (Zoom) on Tuesday 6th April 2021 at 10.30 am.

PRESENT: Cllrs W Leach (Mayor and Chair), A Harley and R Kemsley
Mr SJ Holley – Town Clerk (Minutes)
Mr Vaughan Thompson – Place Studio (Contractor appointed to deliver the Regeneration and Covid Recovery Project)

1. APOLOGIES

1.1 No members were absent.

1.2 The Sub-Committee noted that Mr Gerald Milward-Oliver of Townswork (one of Place Studios sub-contractors) had recently been unwell. The Sub-Committee wished a speedy recovery for Mr Milward-Oliver.

2. DECLARATIONS OF INTEREST

None.

3. MINUTES

The Sub-Committee DEFERRED consideration of the Minutes of the meeting held on 19th March 2021 until the next meeting.

Action by the Town Clerk

4. OPEN FORUM

No members of the Public were present.

5. REGENERATION AND COVID RECOVERY PROJECT

5.1 Programme Update

The Sub-Committee noted a GANTT chart delineating the progress of various stages of the project.

5.2 Community Consultation Website Progress, Programme and Next Steps

The Sub-Committee could expect to receive a draft version of the Project website for individual members to comment, later the same day.

Action by all members

5.3 Stakeholder SWOT Engagement Process, Programme and Next Steps

(i) Mr Thompson proposed a simple format for the proposed Walking Workshops, to be held in two sessions. The first would be a practice or training session with Town Council and FoDDC representatives on Friday 23rd April 2021 in order to allow for a dialogue between the two Councils and to test the proposed format. This session would familiarise the Town Council representatives with how to run sessions at a later date. The second session would comprise a series of three Workshops with invited stakeholders, the date remained to be determined but was anticipated to be held in the week beginning 26th April 2021. All proposals AGREED.

Action by Vaughan Thompson

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It was suggested that Lydney Community Centre be the venue for the second session. AGREED subject to availability on the chosen date.

Action by Town Clerk

(ii) Due to Covid restrictions there could be a maximum of five stakeholder plus one facilitator in each Workshop. The session would begin with a briefing to each group on its task. Each group would be provided with basic tools such as a clipboard, map, pen and paper. The group could perform its task collectively or break down into smaller groups to carry out sub-tasks before returning to the Council Offices for a debrief session.

AGREED.

Action by Vaughan Thompson

5.4 Main Survey Form

(i) Mr. Thompson recommended that the Workshop attendees be asked to complete a survey ‘simple old school’ comprising a clipboard with a simple set of proposals or questions. The Sub-Committee AGREED that this would be more accessible than attempting the smartphone survey approach.

Action by Vaughan Thompson

(ii) The website would present the same layout and questions, but would have a link to an interactive map on which anyone could register comments against a particular site. Mr. Thompson believed Finlay McNab (leading on the website) was working on something that would allow ‘likes’ or similar. AGREED

Action by Finlay McNab

5.5 Business Organisation Dialogue

Mr Thompson reiterated that Mr Milward-Oliver had been unwell, but he was catching up and there was no concern about slowing the overall programme.

5.6 FoDDC Engagement and Involvement

Mr Thompson advised that he was in discussion with the Regeneration Team in Forest of Dean District Council (FoDDC) on its involvement with the consultation process and stakeholder engagement. He anticipated that two FoDDC Officers would be able to join the first Walking Workshop/training session on 23rd April.

Action by Vaughan Thompson

5.7 Lydney Levelling Up Bid - Urgent action?

This item had been suggested for the Agenda because of recent email traffic between Place Studio and members of the Council. Mr Thompson asked if the Council had a clear idea on whether it had a proposal ‘shovel ready’ for the imminent first round. In response, the Chair stated his understanding that FoDDC was pressing for an application in the first round to support its development of the Fives Acres leisure site in Coleford. Mr. Thompson asked if Lydney and its neighbouring parishes wanted to suggest anything different or was resigned to the Five Acres proposal. If they could come up with an alternative proposal there was an option to submit a joint bid as an alternative option. In response, Cllr Harley suggested that the Co-op on Newerne Street could be developed as an Indoor Market that could benefit the whole of the Forest by providing a site for local suppliers and traders.

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5.8 **Accessible Gloucestershire**

Mr. Thompson asked the Sub-Committee if it would like to investigate the cost of an Accessibility Survey as a potential ‘quick win’ under the overall Regeneration and Covid Recovery Project. The Town Clerk had asked whether an offer from Accessibility Gloucestershire to provide a quote would align with the aims of the overall Project. It was AGREED that Accessibility Gloucestershire be asked to provide a quote.

Action by Vaughan Thompson

5.9 **Any payments requiring approval**

No payments were presented, but Mr Thompson advised that he would be presenting Place Studio’s first invoice shortly. The Clerk advised that this would have to be considered at the next formal meeting.

Action by Vaughan Thompson

6. **FUTURE BUSINESS**

No suggestions

The meeting closed at 12.25 pm.

Chairman

Date