

NEWENT TOWN COUNCIL

Minutes of the Newent Town Council Meeting held on Monday 23rd May 2016 at the Market House, Newent at 7.00 pm.

Present: Councillors E Wood (Mayor), Mrs J Davies, D Blick, Mrs K Draper, Mrs S Marcovecchio, Mrs M Duncan, Miss M Shere, Mrs C Howley, C Thomas

Also Present – The Clerk, 3 members of the public, 2 representatives from the Business Club and 1 member of the press

The start of the meeting was delayed until 7.10 pm.

Public Participation Session: No items raised.

Cllr Wood notified the Council that earlier in the day Cllrs Celino and Mrs Celino had resigned from the Council. Cllr Wood had thanked them both for their service and this would be followed by a letter.

24.0 Apologies – Cllrs Beard and Heathfield

24.1 Declarations of Interests

Cllr Miss Shere declared an interest in 6.1.

Mrs Draper, Mrs Davies and Miss Shere declared an interest in item 13.1.

24.2 Approval of the Minutes of Council meeting held on 9 May 2016

23.12.3 Cllr Blick stated that he had voted against the proposal. The Minutes had already been updated.

Resolved: To approve the Minutes of the Council Meeting held on 9 May 2016. **Record of Voting:** Proposed by Cllr Wood, All in favour.

24.3 Clerk's Update and Matters Arising

No items raised.

24.4 Representatives from Newent Business Club to discuss concerns regarding trade in the town

L Ashton and D Maller from the Business Club attended the meeting for this item.

Background information had been circulated to Councillors and a long discussion took place regarding the reasons for the drop in footfall and what steps could be done to help the town. The Business Club had tried numerous initiatives over the years to boost trade including supplying solar light Christmas trees to businesses, advertising in the New-Ad, producing town shopping bags and participating in the Market Towns Forum. The Club are also struggling with member numbers and are holding different events to encourage more businesses to sign up. The Business Club

confirmed they would like to be involved with the Christmas Lights Committee. The Club were not aware of Town Tour Apps and agreed to find out further information and also look into the Dementia Awareness Programme.

Cllr Wood confirmed the Town Council now has a website and has produced leaflets to help promote the town and Cllrs Mrs Howley and Thomas are the nominated representatives on the Business Club. The Council is happy to work with the Business Club to help promote Newent. Cllr Wood finished by thanking L Ashton and D Maller for attending the meeting.

(Two Business Club representatives left the meeting at this juncture).

24.5 Finance

24.5.1 To approve accounts to be paid

(Cllr Miss Shere left the meeting whilst this item was discussed)

Payments made since last meeting	Chq No.	£
Wages		4,148.22
Barclaycard	DD	556.80
Payments to be considered	Chq No.	£
Techcomp Services	013584	125.00
M Shere	013585	25.35
Grundons	013586	130.61
N Garner	013587	710.00
Xerox	013588	99.76
Ermin	013589	91.88

Resolved: The above expenditure is approved, to a value of £5,887.62. **Record of Voting:** Proposed Cllr Blick, Seconded Cllr Mrs Draper, All in favour.

24.5.2 Review of Budget update report

Cllr Blick queried the CCTV maintenance cost. The Clerk agreed to confirm the number of cameras the contract covers.

Cllr Blick stated that the update does not include the earmarked reserves for the fuel tank. The Clerk confirmed the budget update was to show expenditure since 1st April only and that no earmarked reserves had been spent. The report was noted.

24.6 Correspondence

24.6.1 Newent Initiative Trust – Request for first instalment of grant

(Cllrs Mrs Draper, Miss Shere and Mrs Davies left the meeting whilst this item was discussed)

Resolved: £4,500 is paid to Newent Initiative Trust. **Record of Voting:** Proposed Cllr Wood, Seconded Cllr Mrs Howley, 6 in favour, 1 abstention.

24.7 Planning

24.7.1 Planning applications to be considered

P0638/16/TPO – Yew Tree Cottage, Birches Lane, Newent Works to tree T1 of TPO52 in accordance with submitted photographs. **Resolution:** No objection. **Record of Voting:** All in favour.

P1915/15/APP – Land at Watery Lane, Newent Approval of reserved matters for outline permission P1513/13/OUT for erection of up to 30 dwellings and new access. **Resolution:** No objection. **Record of Voting:** All in favour.

24.7.2 To note planning decisions

The following decisions were noted;

Planning applications granted by Forest of Dean District Council

P0467/16/AG – Stans Farm Bungalow, Cliffords Mesne Agricultural building for hay, straw and implements

P0348/16/FUL – 12 Winfield, Newent Replacement pitched roof from flat over existing garage

P0303/16/FUL – Forge House, Ross Road, Newent Proposed single and two storey extension to rear of dwelling

P0019/16/DISCON – 30 Church Street, Newent Discharge of conditions (03) eaves and verges details and (04) window, doors and roof lantern detail of planning permission P1037/15/FUL and Listed Building Consent P1038/15/LBC

P107/16/FUL – Land at Cleeve Mill Lane, Newent Erection of 17 No. 2 bed. 3 person bungalow units for the 50s with associated access, parking, landscaping and private amenity

P0209/16/FUL – Unit 5-7 Newent Business Park, Gloucester Street, Newent Alterations to existing access to provide turning area for lorries, construction of docking bay and additional parking spaces

Planning application refused

P0314/16/FUL – Brookside Cottage, Cliffords Mesne
Erection of a two storey side and rear extension (demolition of outbuildings)

Planning application withdrawn

P0349/16/FUL – Orchard End Farm, Orchard Road, Newent
Agricultural building for straw, fodder and implement storage with provision for seasonal indoor lambing

Planning appeal Dismissed

Appeal Ref: APP/TPO/P1615/4702. Appeal by Mr Vowles against a refusal by Forest of Dean District Council to grant consent to undertake work to a tree protected by a Tree Preservation Order on parkland behind numbers 65 and 66 Lakeside, Newent

24.8 Estate Management

24.8.1 To receive the Estate Supervisor's report and agree actions

The update report had been circulated and noted.

The oxygen meter had broken and would cost as much to repair as to buy a new meter. **Resolved:** A new oxygen meter is purchased at a cost of £1,000 from the lake trees budget. **Record of Voting:** Proposed Cllr Wood, Seconded Cllr Howley, All in favour.

The Council requested that the bunting is erected in the town by the end of the week. The Onion Fayre Committee will be asked to contribute towards the cost. **Resolved:** The bunting is erected at a cost of £250 from the town promotions budget. **Record of Voting:** Proposed Cllr Blick, Seconded Cllr Howley, All in favour.

A discussion took place regarding the town maps and if the Red Lion is a suitable place, due to the archaeological history of the building.

24.8.2 To review ROSPA inspection report findings

The summary report was noted. Items raised that require substantial works will be costed and brought back to Council for consideration. The Clerk was asked to contact the Environment Agency to see if any funding is available for the replacement of the fishing platforms.

24.8.3 To consider applying to vary a condition of the planning permission for the cemetery extension

Resolved: An application is made to the District Council to vary the condition to delaying the construction of the car park. **Record of Voting:** Proposed Cllr Mrs Draper, Seconded Cllr Mrs Howley, All in favour.

(2 members of the public left at this juncture)

24.9 To consider and complete the Annual Governance Statement for 2015/16

Each question was reviewed. **Resolved:** The Annual Governance Statement was completed and signed by the Mayor and Clerk. **Record of Voting:** Proposed Cllr Wood, All in favour.

24.10 To review and approve the Accounting Statements for 2015/16

Cllr Mrs Howley gave an overview of the accounts and explained the areas which resulted in a large budget overspend. Cllr Mrs Howley was thanked for her work in preparing the accounts for the Audit. It was confirmed that earmarked reserves which had not been spent will carry forward into the separate earmarked reserves account.

Resolved: The Accounting Statement is approved and signed by the Mayor. **Record of Voting:** Proposed Cllr Wood, All in favour.

24.11 To review and approve the Council's Strategic Plan

Resolved: The Strategic Plan is approved as a working document. **Record of Voting:** Proposed Cllr Wood, All in favour.

24.12 To review and approve amended Cemetery Rules

Cllr Blick requested an amendment to the first page. **Resolved:** The rules are approved and adopted with the amendment to the first page. **Recording of Voting:** Proposed Cllr Wood, All in favour.

24.13 Representative reports

Cllr Mrs Davies	Cllr Mrs Davies had given talks on the role of the Town Council to 3 separate year 9 groups of children.
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Cllrs Mrs Marcovecchio and Miss Shere	'Love your Forest' launch event
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Cllrs Miss Shere, Mrs Davies and Beard	Newent Initiative AGM
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24.14 Notices and Information

Cllr Mrs Howley confirmed that Gloucestershire Environmental Trust have approved the grant funding request of £5,000 for the Jubilee Wildlife Walk.

Cllr Mrs Davies confirmed the Allotment Association's BBQ will be held on 2nd July at 2pm.

Cllr Thomas asked Councillors to review the draft town leaflet and send any comments as soon as possible. Cllr Miss Shere suggested that the

businesses advertised in the leaflet could be approached to ask for a contribution towards the cost.

Cllr Mrs Duncan asked what the process is for filling the two Councillor vacancies, which was explained by the Clerk.

24.15 Staff Matters

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media were excluded from the meeting during the consideration of this item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

This concluded the open business of the meeting and it was declared closed at 9.05pm