

## NEWENT TOWN COUNCIL

Minutes of the Newent Town Council Annual General Meeting held on Monday 8<sup>th</sup> May 2017 at the Market House, Newent at 7.30 pm.

Present: Councillors E Wood, D Blick, R Beard, Mrs K Draper, Mrs S Marcovecchio, Mrs J Davies, Mrs M Duncan, Mrs C Howley, C Thomas, E Heathfield, V Vesma, G Moseley

Also Present – The Clerk and 3 members of the public

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### 51.0 Election of the Mayor of the Council

Cllr Wood was proposed by Cllr Mrs Duncan and seconded by Cllr Beard. Cllr Mrs Davies was proposed by Cllr Mrs Howley and seconded by Cllr Vesma. **Record of Voting:** 9 in favour of Cllr Mrs Davies, 3 in favour of Cllr Wood. Cllr Mrs Davies was duly elected as Mayor and signed the Declaration of Acceptance of Office.

Cllr Blick proposed a vote of thanks to Cllr Wood which was unanimously agreed.

Cllr Mrs Davies gave a short speech and thanked Councillors for their votes.

### 51.1 Election of Deputy Mayor

Cllr Wood was proposed by Cllr Beard and seconded by Cllr Mrs Draper. Cllr Blick was proposed by Cllr Mrs Moseley and seconded by Cllr Heathfield. **Record of Voting:** 7 in favour of Cllr Wood, 4 in favour of Cllr Blick. Cllr Wood was duly elected as Deputy Mayor and signed the Declaration of Acceptance of Office.

Public Participation Session: None.

### 51.2 Apologies – None.

### 51.3 Declarations of Interests

Cllr Wood declared an interest in the accounts to be paid.

### 51.4 Approval of the Minutes of the Council meeting held on 24<sup>th</sup> April 2017

**Resolved:** The Minutes of the Council Meeting held on 24<sup>th</sup> April 2017 are approved. **Record of Voting:** Proposed by Cllr Mrs Davies, 10 in favour, 2 abstentions.

### 51.5 Clerk's Update and Matters Arising

**S106** – FODDC have approved the Council's request for S106 funding for the improvements to the changing rooms. The money needs to be claimed as soon as possible, so works need to be progressed. **Resolved:** The Recreation Ground Working Group will progress the improvement works.

**Record of Voting:** Proposed Cllr Beard, Seconded Cllr Mrs Draper, All in favour.

**The Chapel** – The Estate Supervisor has contacted several electrical companies and quotations are still awaited.

**Annual Parish Assembly Minutes** – The Minutes have been published on the website.

**Ill Health Insurance** – The cover will commence on 1<sup>st</sup> June.

**Letters** – All letters requested at the last Council meeting have been sent. Responses have yet to be received.

Cllr Mrs Howley explained that the Silver Birch trees have yet to be planted. It was suggested that the planting takes place on a Saturday so more Councillors could attend. Cllr Mrs Howley agreed to circulate the date once agreed.

- 51.6 To appoint Members to serve on the Staff Committee, appoint Committee Chairman and approve Terms of Reference

**Resolved:** Cllrs Mrs Marcovecchio, Mrs Howley, Mrs Draper, Mrs Davies and Beard are appointed on to the Staff Committee and Mrs Marcovecchio is elected as the Committee Chairman. **Record of Voting:** Proposed Cllr Mrs Draper, Seconded Cllr Wood, All in Favour.

**Resolved:** The Terms of Reference are approved, with the addition of pensions insurance being added to the responsibilities. **Record of Voting:** Proposed Cllr Mrs Davies, Seconded Cllr Mrs Howley, All in favour.

- 51.7 To appoint Members to serve on the Christmas Lights Committee, appoint the Committee Chairman and approve Terms of Reference

**Resolved:** Cllrs Mrs Draper, Mrs Davies, Heathfield, Mrs Duncan and Vesma appointed on to the Christmas Lights Committee and Cllr Mrs Draper is elected as Chairman. **Record of Voting:** Proposed Cllr Mrs Duncan, Seconded Cllr Heathfield, All in favour.

**Resolved:** The Committee Terms of Reference are approved. **Record of Voting:** Proposed Cllr Mrs Draper, Seconded Cllr Heathfield, All in favour.

- 51.8 To appoint members to serve on the under mentioned Working Groups

Recreation Ground – **Resolved:** Cllrs Beard, Mrs Marcovecchio, Heathfield, Mrs Davies and Wood are appointed. **Record of Voting:** Proposed Cllr Mrs Draper, Seconded Cllr Mrs Marcovecchio, All in favour.

Newent Open Day – **Resolved:** Cllrs Mrs Howley, Mrs Davies, Mrs Marcovecchio, Mrs Draper, Beard and Mrs Duncan are appointed. **Record of Voting:** Proposed Cllr Mrs Draper, Seconded Cllr Mrs Howley, All in favour.

Allotment Judging Panel – It was agreed that the Allotment Association Representatives will take on this role.

Market House Stewards – **Resolved:** The Town Clerk is appointed.

**Record of Voting:** Proposed Cllr Mrs Davies, All in favour.

Dementia Awareness – **Resolved:** Cllrs Vesma, Beard, Mrs Howley and Mrs Marcovecchio are appointed. **Record of Voting:** Proposed Cllr Vesma, Seconded Cllr Beard, All in favour.

Youth Advisory Group – **Resolved:** Cllrs Heathfield, Mrs Duncan and Mrs Davies are appointed and the Terms of Reference are approved. **Record of Voting:** Proposed Cllr Mrs Howley, Seconded Cllr Mrs Draper, All in favour.

#### 51.9 To appoint representatives to undertake specific duties

**Resolved:** The following appointments were made:

Snow and Flood Warden – Cllr Thomas.

Planning Site Representatives – Cllr Blick is appointed to cover the central ward and Cllr Mrs Duncan is appointed to cover the outer wards.

Reviewing planning applications – Cllr Mrs Duncan with assistance from Cllr Heathfield.

Emergency Planning Co-ordinator – Cllr Thomas

Quarterly Internal Checks – Cllrs Mrs Moseley and Mrs Marcovecchio.

Lead Councillors for Amenity Sites: Cemetery and Recreation Ground - Cllrs Blick and Mrs Davies and The Lake, Arboretum – Cllrs Blick, Mrs Davies, Mrs Howley and Mrs Marcovecchio.

**Record of Voting:** Cllr Mrs Draper, Seconded Cllr Beard, All in favour.

#### 51.10 To appoint representatives on the under mentioned bodies

<i>Outside bodies</i>	<i>Representative</i>
Parish and Town Council Association	Cllr Beard
Newent Memorial Hall Committee	Cllrs Mrs Howley and Mrs Marcovecchio
Newent United Charity – appointee	Cllr Mrs Howley
Freedom Leisure Joint Liaison Group	Cllrs Beard and Mrs Davies
Newent Allotment Association	Cllrs Mrs Marcovecchio and Wood
Community Safety Partnership	Cllrs Mrs Moseley
Cliffords Mesne Village Hall Committee	TBC
Gloucestershire Market Towns Forum	Cllrs Beard and Thomas
Newent Business Club	Cllrs Mrs Howley and Vesma
Newent Initiative Trust	Cllrs Mrs Davies, Mrs Moseley and Cllr Beard

Newent Doctors/Patient Discussion Group	Cllr Mrs Duncan
Newent Community School & Governing Body Observer	Cllr Mrs Davies
Newent Onion Fayre	Cllr Vesma
Forest of Dean Health Forum	Cllr Mrs Duncan
Forest of Dean Emergency Planning	Cllr Thomas
Wye Valley and Forest of Dean Tourism Association	Cllr Thomas

**Resolved:** The above Councillors are appointed to represent the Council on the above outside bodies. **Record Voting:** Proposed Cllr Vesma, Seconded Cllr Mrs Howley, All in Favour.

## 51.11 Finance

(Cllr Wood left the meeting whilst this item was discussed)

### 51.11.1 To approve accounts to be paid

Payments made since last meeting	Chq No.	£
Wages		1554.81
Barclaycard transactions:		
Fasthost Internet		3.00
Payments to be considered	Chq No.	£
Ermin	14081	151.68
Forest Products	14082	158.29
Rajapack	14083	240.00
EE	14084	30.06
G D Parker & Co	14085	58.56
Glebe Chapel	14086	450.00
Perpetua Press	14087	44.40
Edward H Wood	14088	150.00
Zurich	14089	174.00
CF Corporate	14090	168.00
Mainstream Digital	14092	8.26
Highleadon Filling Station	14093	95.10
Grundon	14094	138.77
HMRC	13919	2057.16
GCC	13920	2344.30

**Resolved:** The above expenditure is approved, to a value of £7,826.39. **Record of Voting:** Proposed Cllr Blick, Seconded Cllr Mrs Howley, All in favour.

## 51.12 Correspondence

51.12.1 Request for bench to be relocated at the Lake due to anti-social behaviour.

A long discussion took place. Councillors felt this was a Policing matter and requested that the Clerk contact the Police again to raise this issue. **Resolved:** The request is rejected. **Record of Voting:** Proposed Cllr Vesma, Seconded Cllr Beard, All in favour.

## 51.13 Planning

### 51.13.1 Planning applications to be considered

P0592/17/OUT – Land at Southern Barn, Southend Lane, Newent

Outline application for the erection of four dwellings with associated garaging, parking and amenity space. **Resolved:** No Objection, subject to the provision of footpaths being included in the development. **Record of Voting:** Proposed Cllr Mrs Davies, All in favour.

P0577/17/FUL – 1 Broad Street, Newent

Installation of two bollards to be installed in front of the ATM. **Resolved:** No Objection. **Record of Voting:** Proposed Cllr Mrs Davies, All in favour.

(Cllr Heathfield declared an interest in the following planning application and left the meeting whilst it was discussed)

P1099/16/FUL – Land to the Southwest of Meadow Grove, Newent

Change of use of field to multi use recreation ground and amenity area including the erection of changing rooms, multi-use games area and associated works. **Resolved:** Object. The access is unsuitable to the rest of the community. There are safety concerns due to agricultural vehicles regularly using access road. **Record of Voting:** Proposed Cllr Wood, Seconded Cllr Beard, 10 in favour, 1 against.

P0540/17/FUL – Greenways, Ross Road, Newent

Erection of a first floor extension, conversion of existing garage, sheds, wc and larder to additional living accommodation. **Resolved:** No Objection. **Record of Voting:** Proposed Cllr Mrs Davies, All in favour.

P0628/17/TPO – Yew Tree Cottage, Birches Lane, Newent

Removal of x 1 Yew Tree covered by T1 of TPO52 at Yew Tree Cottage. **Resolved:** No Objection. **Record of Voting:** Proposed Cllr Mrs Davies, 10 in favour, 2 abstentions.



**Resolved:** 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 8.51 pm.