

NEWENT TOWN COUNCIL

Minutes of the Newent Town Council Meeting held on Monday 22nd May 2017 at the Market House, Newent at 7.30 pm.

Present: Councillors Mrs J Davies (Mayor), E Wood, Mrs K Draper, Mrs C Howley, Mrs S Marcovecchio, D Blick, E Heathfield, Mrs G Moseley, V Vesma, C Thomas

Also present – The Clerk and 2 members of the public

Public Participation Session: None.

51.0 Apologies – Cllrs Beard and Mrs Duncan

51.1 Declaration of Interests

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

51.2 Approval of the Minutes of the Annual General Meeting held on 8th May 2017

Resolved: The Minutes of the Annual General Meeting held on 8th May were approved. **Record of Voting:** Proposed by Cllr Mrs Howley, Seconded Cllr Mrs Marcovecchio, All in favour.

51.3 Clerk's Update and Matters Arising

Travellers site, Horsefair Lane – A response had been received from the District Council and circulated. It was agreed that the Council's files are checked for previous correspondence and the Minutes from meetings held in 2015 are reviewed. This matter will be discussed further at the next meeting.

Police – Responses to letters have been received and circulated.

Gloucestershire Environmental Trust – £5,000 grant funding for the Jubilee Wildlife Walk Project has been received.

The Chapel – Four quotations for electrical works were received and one accepted by the Mayor and Clerk, as previously agreed, at a cost of £720 +VAT.

Pest Control quotations – As previously requested, three quotations were sought. **Resolved:** The quotation from the local company in Kilcot was agreed at an annual cost of £1,499.00. An initial agreement is for a 6 month period. **Record of Voting:** Proposed Cllr Mrs Davies, All in favour.

Cllr Blick requested for the updated Heads of Terms to be circulated to all Councillors.

51.4 Finance

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

51.4.1 To approve accounts to be paid

Payments made since last meeting	Chq No.	£
Wages		4251.52
Barclaycard Transactions:		
Fasthost Internet		3.00
Payments to be considered		
Buildbase	14095	4.06
Viking	14096	47.06
Gloucestershire Wildlife Trust	14097	500.00
Abbey Business Group	14098	14.35
Pear Technology	14099	270.00
Playsafety Ltd	14100	319.20
Loop Scorpio	14108	122.50
Lydney Town Council	14110	150.00
Buildbase	14111	17.30
Gloucestershire Market Towns Form	14112	250.00
Edward H Wood	14113	113.00
Peter Newman	14114	160.00
Total Design	14120	780.00

Resolved: The above expenditure is approved, to a value of £7,001.99. **Record of Voting:** Proposed Cllr Mrs Howley, Seconded Cllr Blick, All in favour.

51.4.2 To approve Standing Order/Direct Debit payment schedule

Resolved: The payment schedule was approved. **Record of Voting:** Proposed Cllr Mrs Davies, All in favour.

51.5 Correspondence

51.5.1 Request for installation of memorial bench at the Lake

Resolved: The request is approved, providing it replaces an existing bench. **Record of Voting:** Proposed Cllr Wood, Seconded Cllr Mrs Howley, All in favour.

51.5.2 Request for lake trees overhanging garden to be cut

It was agreed that the trees should not be felled. **Resolved:** The trees are trimmed back by Council staff. **Record of Voting:** Proposed Cllr Wood, Seconded Cllr Blick, All in favour.

51.5.3 Forest of Dean District Council – Proposal for Community Led Housing presentation.

Resolved: Officers are invited to give a presentation at a future meeting. **Record of Voting:** Proposed Cllr Mrs Davies, All in favour.

51.6 Planning

51.6.1 Planning applications to be considered

P0707/17/TP0 - The Trapp House, The Scarr, Newent

Works to x 1 Copper Beech tree at The Trapp House in accordance with the recommendations of the submitted report. **Resolved:** No objection. **Record of Voting:** Proposed Cllr Heathfield, Seconded Cllr Blick All in favour.

P0741/17/ADV - MKM Building Supplies, Newent Business Park, Newent

Advertisement Consent for the display of illuminated and non-illuminated signage including totem sign. **Resolved:** No objection. **Record of Voting:** Proposed Cllr Heathfield, Seconded Cllr Blick All in favour.

P0714/17/FUL - Treloyhan Lodge, Cliffords Mesne, Newent

Erection of a pitched dormer and conversion of attic space off landing with associated alterations to the front entrance. **Resolved:** No objection. **Record of Voting:** Proposed Cllr Heathfield, Seconded Cllr Blick, All in favour.

51.6.2 To note planning decisions

PERMITTED

P02117/FUL Ravens Hill Bungalow, Cliffords Mesne, Newent
Erection of an agricultural storage shed.

P0331/17/FUL Recreation Ground, Watery Lane, Newent
Retention of portable building for use as a cafeteria for a further 5 years (previous approval P0191/14/FUL – 3 years temporary use).

51.7 Estate Management

51.7.1 To receive the Estate Supervisor's report and agree any actions

Cllr Blick asked if quotations had been received for the repairs to the cemetery gates. The Clerk confirmed that contractors who had been contacted had not responded.

A discussion took place regarding the town maps and it was agreed that costings be sought for updating the signs, for consideration at the next meeting.

Resolved: Repairs to the damaged fence at the Lake play area are approved at a maximum cost of £150.00. **Record of Voting:** Proposed Cllr Mrs Howley, Seconded Cllr Heathfield, All in favour.

51.7.2 Office Accommodation

Cllr Blick requested an update, as he felt the process was taking too long and costing the Council money in rent. Cllr Wood confirmed that the plans for alterations to the Lodge had been submitted to the Clerk earlier in the day. The Clerk confirmed the next step would be to have the costings drawn up.

51.7.3 Market House

Cllr Blick stated that the Market House was in a disgusting state and requested an update on the repairs. The Clerk confirmed that tenders were due back in early May. Unfortunately, only one company had quoted. David Arnold has contacted further companies to obtain quotations, which are required due to the cost of the works.

Resolved: The black woodwork of the main building section of the Market House is painted before the Open Day in July and funded from the earmarked reserves. **Record of Voting:** Proposed Cllr Blick, Seconded Cllr Vesma, All in favour.

51.8 To receive and note Internal Audit report

Cllr Mrs Davies thanked the Clerk and Cllr Mrs Howley for all their work with closing the accounts and preparing for the audit. Future bank reconciliations will be countersigned by a Councillor as requested.

The report was noted.

51.9 To complete and approve the Annual Governance Statement for 2016/17

Each question was reviewed. **Resolved:** The Annual Governance Statement was completed, approved and signed by the Mayor and The Responsible Finance Officer. **Record of Voting:** Proposed Cllr Mrs Davies, All in favour.

51.10 To review and approved the Accounting Statement for 2016/17

The Clerk stated that due to comments made in last year's audit regarding the asset register, a full and thorough review of assets had been completed and the asset figure restated as required.

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

51.11 Policing

Cllr Mrs Draper stated that there were numerous issues in the town and was very disappointed that the Police did not correspond with the Town Council regarding issues at the Lake before providing a statement to the newspapers.

A lengthy discussion took place and many concerns were raised regarding the lack of Police presence and the increase in burglaries and thefts in the area.

Resolved: Mark Burns is invited to a Town Council meeting. **Record of Voting:** Proposed Cllr Thomas, Seconded Cllr Blick, 9 in favour, 1 abstention.

51.12 Councillor Titles

Cllr Mrs Moseley proposed the discontinuation of using Ms, Miss, Mrs and to just use Cllr for all members. **Resolved:** The current use of titles remains. **Record of Voting:** Proposed Cllr Wood, Seconded Cllr Mrs Howley, 6 in favour, 2 against, 2 abstentions.

51.13 To receive committee and representative reports

Cllr Heathfield	Youth Advisory Group
Cllrs Mrs Howley and Mrs Davies	Community School - escorting children to visit businesses
Cllr Mrs Moseley	Community Safety Partnership
Cllr Vesma	Business Club meeting
Cllr Mrs Davies	Newent Initiative Trust AGM

51.14 Notices and Information

The Trash Converter will be in the Market Square between midday and 2 pm on Tuesday 23rd May.

The Forest Sensory Service have expanded the independent living aid shop.

A lengthy discussion took place regarding the number of shops closing down in Church Street.

Cllr Mrs Davies stated that the Newent Female Hockey Club had been shortlisted for the England Hockey Team of the Year and although they did not win, it was a great achievement.

Newent unders 16's Football Team won the league trophy.

Resolved: Letters of congratulations are sent to the teams. **Record of Voting:** Proposed Cllr Wood, Seconded Cllr Mrs Draper, All in favour.

Cllr Vesma informed the Council that dementia link training was taking place in Coleford on 30th May between 9.30 am and 1 pm and any Councillors who would like to attend to inform Cllr Vesma.

The Mayor declared the meeting closed at 9.06 pm.