

NEWENT TOWN COUNCIL

Minutes of the Newent Town Council Annual General Meeting held on Monday 14th May 2018 at the Market House, Newent at 7.30 pm.

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

Also Present – The Clerk and 2 members of the public

74.0 Election of the Mayor of the Council

Cllr Mrs Davies was proposed by Cllr Beard and seconded by Cllr Mrs Draper. **Record of Voting:** All in favour. Cllr Mrs Davies was duly re-elected as Mayor and signed the Declaration of Acceptance of Office.

74.1 Election of Deputy Mayor

Cllr Wood was proposed by Cllr Mrs Duncan and seconded by Cllr Mrs Wadley. Cllr Mrs Howley was proposed by Cllr Mrs Marcovecchio and seconded by Cllr Vesma. **Record of Voting:** 7 in favour of Cllr Wood, 6 in favour of Cllr Mrs Howley. Cllr Wood was duly re-elected as Deputy Mayor and signed the Declaration of Acceptance of Office.

Public Participation Session: None.

74.2 Apologies – None.

74.3 Declarations of Interests

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

74.4 Approval of the Minutes of the Council meeting held on 23rd April 2018

Resolved: The Minutes of the Council Meeting held on 23rd April 2018 are approved. **Record of Voting:** Proposed by Cllr Wood, Seconded Cllr Mrs Howley 11 in favour, 2 abstentions.

74.5 Clerk's Update and Matters Arising

Our Lady of Lourdes 100 year RAF celebration – Councillors will be invited to the event. The Council have been asked if an RAF flag could be flown, which would cost between £70.00 - £100.00 to purchase. **Resolved:** The Clerk writes to the Air Cadets to enquire if it is possible to borrow a flag to be flown on the date of the event. The Council will not purchase a flag. **Record of Voting:** Proposed Cllr Mrs Marcovecchio, Seconded Cllr Mrs Howley, 12 in favour, 1 abstention.

Charity Football match – The match is now going to be held at Newent Football Club.

Street cleansing – Responses received from Cllrs McFarling and Mrs Gooch had been previously circulated. A lengthy discussion took place and many concerns were reiterated. **Resolved:** Cllr McFarling will be invited again to attend a meeting. **Record of Voting:** Proposed Cllr Mrs Moseley, Seconded Cllr Blick, All in favour.

Cllr Blick raised concerns again regarding the purchase of the lawn mower and stated that the payment was not listed on the accounts to be paid. The Clerk agreed to look into this.

Cllr Thomas referred to item 73.12 to confirm that the cost of the shelving unit is actually £233.00 + VAT. **Resolved:** The additional expenditure is approved. **Record of Voting:** Cllr Wood, Seconded Cllr Blick, All in favour.

Cllr Beard asked for clarification regarding item, 73.5.3 and if all charges for the Onion Fayre were being waived including hire of the Market House for meetings etc. This was confirmed.

74.6 Finance

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

74.6.1 To approve accounts to be paid

Payments made since last meeting	Chq No.	£
Wages		1554.81
Barclaycard transactions:		
Fasthost Internet		3.00
Fasthost Internet		13.19
Payments to be considered	Chq No.	£
Gloucestershire LGPS	14609	2206.60
HMRC	14610	1946.11
Abbey Business Group	14662	43.02
Glos Assoc Parish & Town Councils	14663	40.00
G D Parker & Co	14664	63.28
Ermin Plant	14665	28.50
Fenland Leisure Products Ltd	14666	101.40
Pear Technology	14667	270.00
Cllr R Beard	14668	20.15
Viking	14669	40.13

Resolved: The above expenditure is approved, to a value of £6,348.82. **Record of Voting:** Proposed Cllr Blick, Seconded Cllr Heathfield, All in favour.

74.6.2 To note and approve the NJC pay scales for 2018-19

Resolved: The pay scales are approved. **Record of Voting:**
Proposed Cllr Vesma, Seconded Cllr Wood, All in favour.

74.7 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 re-elected as the Committee Chairman and the Terms of Reference are approved. **Record of Voting:** Proposed Cllr Mrs Davies, All in Favour.

74.8 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, Mrs Howley and Vesma are appointed on to the Christmas Lights Committee and Cllr Mrs Draper is re-elected as Chairman and the Terms of Reference are approved. **Record of Voting:** Proposed Cllr Mrs Davies, All in favour.

74.9 To appoint members to serve on the under mentioned Working Groups

Community Open Day – Cllrs Mrs Howley, Mrs Davies, Mrs Marcovecchio, Mrs Draper, Beard, Heathfield and Mrs Duncan.

Market House Stewards –The Town Clerk.

Dementia Awareness – Cllrs Vesma, Beard, Mrs Howley and Mrs Marcovecchio.

Neighbourhood Development Plan – Cllrs Mrs Moseley, Mrs Davies, Mrs Howley, Mrs Wadley, Heathfield, Mrs Marcovecchio, Thomas, Beard and Blick.

Youth Advisory Group – Cllrs Heathfield, Mrs Duncan and Mrs Davies are appointed

Resolved: The above appointments are approved and the updated Terms of Reference for the Youth Advisory Group are approved. **Record of Voting:** Proposed Cllr Mrs Davies, All in favour.

74.10 To appoint representatives to undertake specific duties

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.

Allotment inspections and competition judges – Cllrs Mrs Marcovecchio and Wood.

Council newsletter – Cllrs Mrs Moseley and Vesma.

Quarterly Internal Checks – Cllrs Mrs Wadley and Vesma

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

Resolved: The above appointments were approved. **Record of Voting:** Cllr Mrs Davies, All in favour.

74.11 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	Cllr Mrs Wadley
Gloucestershire Market Towns Forum	Cllrs Beard and Thomas
Newent Business Club	Cllrs Mrs Howley and Vesma
Newent Initiative Trust	Cllrs Vesma, Mrs Moseley and Cllr Beard in reserve
Newent Doctors/Patient Discussion Group	Cllr Mrs Duncan
Newent Community School & Governing Body Observer	Not required
Newent Onion Fayre	Cllr Vesma
Forest of Dean Health Forum	Cllr Mrs Wadley
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 outside bodies as listed. **Record Voting:** Proposed Cllr Mrs Davies, All in favour.

74.12 Correspondence

74.12.1 AEW – To consider the possibility of the Red Lion becoming a community facility

Resolved: Due to sufficient community facilities already available in the town the Town Council would not pursue this option. **Record of Voting:** Proposed Cllr Beard, Seconded Cllr Mrs Howley, All in favour.

74.12.2 Request to install a traffic mirror on Recreation Ground land

Resolved: The request is approved providing all costs are met by the resident. **Record of Voting:** Proposed Cllr Mrs Duncan, Seconded Cllr Beard, All in favour.

74.12.3 CPRE – Invitation to the AGM being held on 31st May at 2.30 pm at the Renishaw Innovation Centre, Wootton-under-Edge

Cllr Mrs Moseley agreed to attend.

74.12.4 Cllr Gooch – To consider receiving a presentation from the Forest Economic Partnership

The Council agreed that a short presentation could be given at a future Council meeting.

74.13 Planning

74.13.1 Planning applications to be considered

P0494/18/FUL – Okle Clifford Farm, Okle Green, Upleadon

Variation of condition 02 (approved plans) to allow lowered glazing to unit 1, alterations to levels of planning permission P1392/17/FUL.

Resolved: No objection. **Record of Voting:** Proposed Cllr Mrs Duncan, Seconded Cllr Wood, All in favour.

P0048/18/Discon – Land off Court Lane, Court Lane, Newent

Discharge of conditions 05 (full details of plat bond of Plots 2-4) and 06 (external facing materials) of planning permission P1854/13/FUL.

Resolved: No objection. **Record of Voting:** Proposed Cllr Mrs Duncan, Seconded Cllr Heathfield, All in favour.

P0632/18/TPO – 14 Lakeside, Newent

Crown reduce x 1 Yew Tree covered by G1 of G41 TPO54 at 14 Lakeside by 2m all round. **Resolved:** Objection due to insufficient information. Request photographs of tree to ascertain extent of overhang in neighbours' garden. **Record of Voting:** Proposed Cllr Vesma, Seconded Cllr Mrs Howley, All in favour.

Town & Country Planning (Trees) Regulations 1999

Forest of Dean District Council (DFTPO238) – Bradfords Lane, Newent

Tree Preservation Order 2018. **Resolved:** No objection. **Record of Voting:** Proposed Cllr Mrs Duncan, Seconded Cllr Wood, All in favour.

Concerns were raised regarding the entrance to the Bellway Home site and the Clerk was asked to contact the District Council to ensure the position is correct.

The sold signs on Barclays Bank are too large and look out of place and the Clerk will contact the Estate Agents in this regard.

The windows of the old Lloyds bank may have been removed and the Clerk was asked to raise this with the District Council.

74.13.2 To note planning decisions

The following decisions were noted;

PERMITTED

P0263/18/FUL – 21 Coopers Way, Newent
Erection of a single storey rear extension with associated works.
Demolition of existing conservatory

P0349/18/AG – Okle Clifford Farm, Okle Green, Upleadon
Prior notification for the erection of a new bridge to allow for the crossing of agricultural machinery

P0155/18/FUL – The Three Cocks, Tewkesbury Road, Newent
Erection of a two storey rear extension and a single storey rear extension with associated works

P0360/18/FUL – 12 Lakeside, Newent
Erection of a single storey rear extension and side extension to provide workshop/store. (part-retrospective)

Public Path Diversion Order 2018 – Footpath GNE89 at Foley Road
Newent

74.14 To approve and adopt the Privacy Notices

Resolved: The Privacy Notices are approved. **Record of Voting:**
Proposed Cllr Mrs Howley, Seconded Cllr Mrs Draper, All in favour.

The Clerk reminded Councillors to review their emails and paperwork they held and to destroy any paperwork and delete emails with personal information which are no longer required.

74.15 To agree to apply to the Forest of Dean District Council for designation of the civil parish of Newent as the boundary of the Neighbourhood Development Plan for a potential Neighbourhood Development Plan for Newent

Resolved: The Council agreed to apply for an Area of Designation.
Record of Voting: Proposed Cllr Blick, Seconded Cllr Beard, All in favour.

- 74.16 To revisit the decision taken by Council on 22nd January 2018 to approve the Estate Management Plan, as requested by 5 Councillors in accordance with Standing Order 7a

A discussion took place regarding the proposed changes. **Resolved:** The Estate Management report will be amended to change the frequency of cutting at the banks along the brook and the triangle at the end of the Lake before the turning into Toby's Hole to no cuts during the summer months.

Record of Voting: Proposed Cllr Beard, Seconded Cllr Vesma, All in favour.

- 74.17 To note County Councillor Windsor-Clive's annual report

It was noted that there was no reference to Newent or the local area, which the Clerk was asked to relay back to Cllr Windsor-Clive and to request details of where the community allocation sum has been spent.

- 74.18 To approve newsletter

The newsletter was approved subject to the minor amendments agreed.

- 74.19 To consider purchasing bunting

Cllr Beard explained that the Community and Wildlife Day Working Group would like to purchase heavy duty bunting, which would be erected from July for approximately 6 weeks each year. Some of the cost could be offset by sponsorship. The Council has borrowed the Onion Fayre bunting in the past but cannot leave it erected for long periods due to the quality of the bunting. A lengthy discussion took place and some concerns were raised.

Resolved: Bunting is purchased at a cost of £946.00 + VAT and any sponsorship will be used to offset some of the cost. **Record of Voting:** Proposed Cllr Beard, Seconded Cllr Blick, 10 in favour, 2 against, 1 abstention.

- 74.20 Representative reports

Cllr Mrs Moseley

Newent Initiative Trust meeting

After a discussion regarding the Newent Initiative Trust's role took place and it was agreed this would be discussed further at the next meeting.

Cllr Beard

Councillors visits to Waterwells and CCTV upgrade

- 74.21 Notices and Information

The Clerk reminded the Councillors to review their declaration of interest forms and to make any necessary changes.

Cllr Wood proposed that a letter of congratulations is sent to Newent Town Football Club on their recent achievement, which was unanimously agreed.

Cllr Thomas informed the Council that he had attended a meeting with the Forest of Dean's Principal Flood Engineer and would be circulating a short report on the flood scheme.

Cllrs Vesma and Mrs Moseley had attended a meeting regarding youth provision in the Forest of Dean.

Cllr Blick reminded Councillors that Cllr Heathfield would be attending the Royal Wedding at the weekend and wished him luck.

Cllr Mrs Howley informed the Council that Barclays had finally set up the online banking system for the account which is no longer going to be used and would need to be cancelled.

This concluded the open business of the meeting and it was declared closed at 9.17 pm.