

NEWENT TOWN COUNCIL

Minutes of the Newent Town Council Meeting held on Monday 8th October 2018 at the Market House, Newent at 7.30 pm.

Present: Councillors E Wood (Deputy Mayor), Mrs K Draper, Mrs M Duncan, D Blick, Mrs R Wadley, R Beard, E Heathfield, Mrs C Howley, Mrs S Marcovecchio, V Vesma and Mrs G Moseley

Also present – The Clerk and 2 members of the public and 1 member of the press

Cllr Wood chaired the meeting in the absence of the Mayor.

Public Participation Session: No items raised.

83.0 Apologies – Cllr Mrs Davies.

83.1 Declaration of Interests – None.

83.2 Approval of the Minutes of the Council meeting held on 24th September 2018

A minor spelling error was noted on page 500.

Resolved: The Minutes of the Council meeting held on 24th September 2018 were approved, subject to the spelling error being rectified. **Record of Voting:** Proposed by Cllr Mrs Howley, Seconded Cllr Mrs Marcovecchio, All in favour.

83.3 Clerk's Update and Matters Arising

Section 137 Grant – A thank you letter had been received from the Newent Initiative Trust.

Office Accommodation – The response to the query raised at the last meeting will be available at the meeting on 22nd October.

83.4 Councillor vacancy

Cllr Thomas has resigned from the Council and the casual vacancy notice was published on 4th October. The District Council will confirm if an election is being called, if not, the vacancy will be filled by co-option.

83.5 Finance

83.5.1 To approve accounts to be paid

Payments made since last meeting	Chq No.	£
Wages		5857.33
Newent Initiative Trust	14843	9000.00

Payments to be considered	Chq No.	£
C Hyett	14844	124.91
Highleadon Filling Station	14845	215.85
Fleetcare Services Vehicle Engineers Ltd	14846	48.00
LITE	14847	604.80
G D Parker & Co	14848	24.46
Viking	14849	239.00
Ermin Plant	14850	229.08
Buildbase	14851	36.00
Monument Geomatics	14852	582.00
Festive Lights	14853	37.93
EE	14854	39.13
D Morley	14855	5.37
Glebe Chapel	14856	450.00
Direct Autos	14857	17.40
Streetmaster	14858	868.80
Peninsula	14859	173.42
Hobbs Bros Ltd	14860	342.35
Cllr Mrs J Davies	14861	25.00
SSE Replacement chq	14862	
Water Plus	14863	26.19
GCC	14773	2232.96
HMRC	14774	1871.05

Resolved: The above expenditure is approved, to a value of £23,051.03. **Record of Voting:** Proposed Cllr Blick, Seconded Cllr Mrs Howley, All in favour.

83.5.2 To review budget update report

The report was noted and no issues raised.

83.5.3 To consider fees and charges proposal for 2019/20

The Working Group proposed that there should be no increase to the cemetery fees or for the majority of hire charges. A suggested increase of £1.00 was made for the market stall fees. **Resolved:** The following fees & charges for 2019/20 were approved;

Cemetery fees:

EXCLUSIVE RIGHT OF BURIAL – FOR A PERIOD OF 100 YEARS	
Grave Purchase including first interment	£200.00 no interment
Infant under three years	Change to under 5 - Free
INTERMENTS (excluding any labour charges)	
Burial:	
First interment	£100.00
Subsequent re-opening	£70.00

Cremation:	
Cremated Remains Grave including first interment	£100.00
Subsequent re-opening	£50.00
Scattering of Ashes in Garden of Remembrance	£40.00
MONUMENTS, GRAVESTONES, TABLES etc	
Memorial Headstone – not exceeding 3 ft in height including base	£100.00
Memorial Headstone – infant under 3 years – not exceeding 2 ft in height including base	Change to under 5 - £45.00
Added Inscription to Headstone	£50.00
Kerb Set (where applicable)	£100 (existing only)
Cremation Memorial Tablet Maximum 22”H x 20”W (including plinth) Base stone 35”L x 23 1/2”W	£60.00
Added Inscription on Tablet	£50.00
Garden of Remembrance Plaque – single 6” x 4”	£50.00
Garden of Remembrance Plaque – double 6” x 8”	£60.00
MISCELLANEOUS	
Transfer of ownership	£30.00
Memorial bench	Cost of purchase & £100

Double fees are applicable for grave purchases if deceased lived outside of the Parish of Newent.

All other fees and charges:

Market House	£5.00 per hour Cleaning charge of £20.00 for large events
Market Stall	£46.00
Funfair/Large Circus at Rec	£545.00
Small Circus at Rec	£386.00
Casual pitch hire at Rec	£25.00 Events charged as per the Lake excluding changing rooms
Use of Changing Rooms	£5.00 per hour plus £50.00 refundable deposit
Fishing Permits	£10.00 Adult £5.00 under 18's
Fishing Competitions	£25.00
Events at the Lake inc use of electricity if required	£25.00 all day commercial £15.00 all day charity £12.50 half day (3.5 hours) commercial £7.50 half day (3.5 hours) charity
Memorial Bench	£100.00 plus cost of bench
Memorial Tree	£50.00 plus cost of tree

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

83.6 To consider response required to correspondence/consultations received

83.6.1 Forest of Dean District Council – Consultation on road closure application for the Boxing Day Hunt

Resolved: No objection. **Record of Voting:** Proposed Cllr Beard, Seconded Cllr Vesma, All in favour.

83.6.2 To consider proposal for installation of a duck platform at the Lake

A resident has generously offered to supply a duck platform for the Lake. A lengthy discussion took place and several councillors spoke in favour of the proposal. A number of concerns were also raised.

Resolved: Cllrs Mrs Howley, Wood, Heathfield, the Clerk and Estate Supervisor would discuss some amendments with the resident and an updated proposal will be considered at a future meeting. **Record of Voting:** Proposed Cllr Wood, Seconded Cllr Mrs Howley, 6 in favour, 1 against, 4 abstentions.

83.6.3 Freedom Leisure – Request to hold an Xplorer Orienteering session at the Lake on 26th October

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

83.6.4 Gloucestershire Market Towns Forum – To consider commissioning GMTF to undertake a state of the locality report

Some questions were raised regarding cost and it was confirmed the report will be funded by GMTF. A query was raised on how it would integrate with the NDP and this will be raised in the response.

Resolved: GMTF are commissioned to undertake a locality report. **Record of Voting:** Proposed Cllr Wood, Seconded Cllr Mrs Howley, 8 in favour, 3 abstentions.

83.6.5 To consider if a licence should be granted for the removal of buried human remains from Newent Cemetery

An application is being made to the Ministry of Justice for a licence. As landowners and burial authority, the Town Council have to confirm if they have any objections to a licence being granted.

Resolved: The Council have no objection. **Record of Voting:** Proposed Cllr Wood, Seconded Cllr Mrs Howley, All in favour.

83.7 Planning

83.7.1 Planning applications to be considered

P1056/18/FUL – Kings Arms inn, Ross Road, Newent

Change of use of land to provide motorhome overnight parking area including the erection of a barrier and fence perimeter (retrospective)

Resolved: Objection on highway safety concerns. **Record of Voting:** Cllr Mrs Duncan, Seconded Cllr Wood, 6 in favour, 5 abstentions. The Clerk was also requested to write to the applicant regarding misquoting the Town Council in the application form.

P1500/18/P03PA & P1501/18/P03A – Unit 2a Bellstone, Redmarley Road, Newent

Resolved: No objection. **Record of Voting:** Cllr Mrs Duncan, Seconded Cllr Heathfield, 9 in favour, 2 abstentions.

Cllr Mrs Duncan updated the Council regarding an enforcement issue at 9 Culver Street, which was being discussed at the District Council the following day.

83.7.2 To note planning decisions

PERMITTED

P1248/18/FUL – Yew Tree Inn, Cliffords Mesne
Change of use of part of public house to provide 2 no. holiday cottages. Alterations and extensions to existing public house

P0831/18/FUL – Black Dog Inn, Church Street, Newent
Erection of five (2 bed) dwellings, conversion of garage into a B & B unit, with parking and amenities

83.8 To appoint a representative for the following duties

Resolved: The following was agreed.

- a. Snow and Flood Warden – Deferred until a new Cllr is appointed.
- b. Emergency Planning Co-ordinator – Cllrs Mrs Howley and Mrs Duncan

Record of Voting: Proposed Cllr Wood, Seconded Cllr Mrs Marcovecchio, All in favour.

83.9 To appoint a representative on the Wye Valley and Forest of Dean Tourism Association. **Resolved:** Cllr Mrs Wadley is appointed. **Record of Voting:** Proposed Cllr Mrs Draper, Seconded Cllr Blick, All in favour.

83.10 To agree expenditure for the purchase of updated office furniture

A Display Screen Equipment Assessment had been completed and some replacement furniture is required to ensure the Council is compliant with legislation. The District Council has been contacted to see if they would sell any surplus items and comparison quotes have also been received.

Resolved: It is agreed the necessary furniture is replaced at a maximum cost of £1,000.00 taken from the office furniture budget. **Record of Voting:** Proposed Cllr Beard, Seconded Cllr Mrs Howley, All in favour.

83.11 To review updated draft town map and to consider updating town promotions leaflets

It was agreed that Cllrs Mrs Moseley and Vesma will make further changes to the map, for consideration at a future meeting.

A discussion took place and it was agreed the town app, map and leaflets should be consistent. It was mentioned that the distribution company did not do a good job with the previous leaflets, however, the Clerk confirmed the Council had only agreed to the basic distribution package, which was very limited.

Resolved: Cllrs Beard and Mrs Howley will draft a new leaflet for consideration. **Record of Voting:** Proposed Cllr Mrs Marcovecchio, Seconded Cllr Vesma, All in favour.

83.12 To approve newsletter

Resolved: The draft was approved as circulated. **Record of Voting:** Proposed Cllr Blick, Seconded Cllr Mrs Howley, 10 in favour, 1 abstention.

83.13 To receive committee and representative reports

Cllr Mrs Wadley	Forest Health Forum
Cllr Beard	Parking meeting with Gloucestershire County Council
Cllr Mrs Moseley	NDP update. A meeting has been scheduled for 23 rd October at 7 pm in the Memorial Hall
Cllr Vesma	Newent Initiative Trust
Cllr Beard	Recreation Ground Community Building pre-planning application

83.14 Notices and Information

An update had been received from the Forest of Dean District Council with regards to the flood alleviation scheme. The contract has been awarded and works are due to start on site later this month.

Cllr Mrs Howley stated that a MacMillan coffee morning had been held in the Memorial Hall and £614.00 had been raised.

Cllr Mrs Draper asked Cllrs to donate gifts for the Christmas hamper.

The Deputy Mayor declared the meeting closed at 8.43 pm.