

NEWENT TOWN COUNCIL

Minutes of the Newent Town Council Annual General Meeting held on Monday 13th May 2019 at the Market House, Newent at 7.30 pm.

Present: Councillors Mrs J Davies (Mayor), E Heathfield, Mrs C Howley, Mrs S Marcovecchio, Mrs K Draper, R Beard, Mrs M Duncan, A Jones, Mrs R Wadley, Mrs G Moseley, Ms C Birkan, Mrs W Odhiambo, A Ralph

Also present – The Clerk and 6 members of the public

The Mayor welcomed the new Councillors to the Council

01.1 Election of the Mayor of the Council

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

(1 member of the public joined the meeting at this juncture)

01.2 Election of Deputy Mayor

Cllr Mrs Howley was proposed by Cllr Mrs Marcovecchio and seconded by Cllr Mrs Duncan. Cllr Heathfield was proposed by Cllr Jones and seconded by Cllr Mrs Moseley. **Record of Voting:** 7 in favour of Cllr Mrs Howley, 4 in favour of Cllr Heathfield and 2 abstentions. Cllr Mrs Howley was duly elected as Deputy Mayor and signed the Declaration of Acceptance of Office.

Public Participation Session: A member of the public spoke against the charges at the lake and asked the Council to consider abolishing the charges for community groups.

01.3 Apologies – None.

01.4 Declaration of Interests

Cllrs Mrs Howley, Mrs Davies, Mrs Moseley, Ms Birkan and Jones declared an interest in the item regarding the allotment plot.

01.5 Approval of the Minutes of the Council meeting held on 23rd April 2019

Cllr Mrs Marcovecchio stated that under item 95.5.3 she had voted against the proposal and did not abstain.

Resolved: The Minutes of the Council meeting held on 23rd April 2019 were approved, subject to the voting on item 95.5.3 being amended.

Record of Voting: Proposed by Cllr Beard, Seconded Cllr Heathfield, 10 in favour, 3 abstentions.

01.6 Clerk's Update and Matters Arising

Joe Meek Statue – The following response had been received from the Society;

“Many thanks for your reply, and I do understand the situation re both statues but I sincerely hope that the statue of Joe Meek will be sited as requested in the Council's final decision.

As for a seated statue, it's a good idea but my sculptor has already started the project with the design (see attachment) so any major alterations at this point could add on more cost to us. If for any reason that a seated statue doesn't bring further costs, would the bench be supplied free of charge?”

It was agreed that if the statue was self supporting, it could be placed over the circular bench.

Bus shelter – The request for the resitting of the bus shelter was agreed by the insurance company and the Clerk is continually following this up.

An update date from a previous meeting – Made Without Gluten will be starting the trial in the Library Car Park on 29th May.

At this juncture the Mayor asked all the Councillors to introduce themselves and apologised for not dealing with this at the start of the meeting.

01.7 Finance

01.7.1 To approve accounts to be paid

Payments made since last meeting		£
GCC	BACS	2791.95
HMRC	BACS	1931.84
Payments to be considered		£
Streetmaster	15072	883.20
Maxwell Amenity Ltd	15073	149.63
CF Corporate Finance Ltd	15074	168.00
Glebe Chapel	15075	468.00
Viking Payments	15076	65.62
EE	15077	31.66
Playsafety Ltd	15078	328.80
Peninsula	15079	173.42
Geoffrey Urch Landscaping	15080	60.00
Wicksteed	15081	164.05
Direct Autos	15082	132.85
Ermin Plant	15083	35.04
Abbey Business Group	15084	92.02

Pear Technology	15085	270.00
GD Parker	15086	21.24
Buildbase	15087	132.30
Abbey Business Group	15088	28.72
GMT Solutions	15089	93.12
Highleadon Filling Station	15090	219.20
JC Business	15091	451.87
Planning Portal	15093	713.00
Chris Hyett	15094	105.00
Grundon	15095	156.48
Geoffrey Urch	15096	72.00
Davies & Partners	15097	660.00
GDR Solutions	15098	83.94
Mainstream Digital	15099	48.49
Tetlow King	15100	807.54

Resolved: The above expenditure is approved, to a value of £11,246.96. **Record of Voting:** Proposed by Cllr Mrs Draper, Seconded Cllr Mrs Howley, 10 in favour, 3 abstentions.

01.7.2 To consider quotations for VAT consultancy

Two quotations had been circulated. Company A quoted to attend a meeting and Company B quoted to supply the information in a report.

Cllr Mrs Wadley proposed that Company B's quote is approved, which was seconded by Cllr Heathfield and 4 votes in favour.

Resolved: The Clerk be delegated the decision to accept the quotation which is most suitable, within her delegated spending limit.

Record of Voting: Proposed Cllr Beard, Seconded Cllr Mrs Draper, 9 in favour.

01.7.3 Internal Audit update

The Clerk explained that unfortunately, the appointed Internal Auditor had been taken ill and has been unable to undertake the audit. Due to the short timescale for compliance with the requirements, the Clerk, in consultation with the Mayor, asked Gloucestershire Association of Town and Parish Councils to assign an Internal Auditor. There will be additional cost of approximately £300.

01.08 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. **Record of Voting:** Proposed Cllr Beard, Seconded Cllr Mrs Howley, 11 in favour, 2 abstentions.

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

01.09 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 Mrs Odhiambo are appointed on to the Christmas Lights Committee and Cllr Mrs Draper is re-elected as Chairman. **Record of Voting:** Proposed Cllr Mrs Davies, Seconded Cllr Mrs Howley, 12 in favour, 1 abstention.

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

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

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

Record of Voting: Proposed Cllr Mrs Davies, 12 in favour, 1 abstention.

Neighbourhood Development Plan Steering Group – **Resolved:** Cllrs Mrs Moseley, Mrs Wadley, Mrs Howley, Heathfield and Ms Birkan are appointed. **Record of Voting:** Proposed Cllr Mrs Davies, All in favour.

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

(1 member of the public left the meeting at this juncture)

Office Accommodation – **Resolved:** Cllrs Mrs Davies, Mrs Howley, Beard, Heathfield, Mrs Duncan and Mrs Odhiambo are appointed. **Record of Voting:** Proposed Cllr Mrs Draper, Seconded Mrs Howley, All in favour.

01.11 To appoint representatives to undertake specific duties

Snow and Flood Warden – Cllr Ralph.

Planning Site Representatives – Cllrs Mrs Duncan and Wadley.

Reviewing planning applications – Cllr Mrs Duncan.

Emergency Planning Co-ordinators – Cllr Mrs Howley and Duncan.

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

Council newsletter – Cllrs Mrs Moseley and Mrs Odhiambo.

Quarterly Internal Checks – Cllrs Mrs Davies and Howley.

Lead Councillors for Amenity Sites: Cllrs Mrs Howley, Mrs Marcovecchio, Heathfield and Jones.

Dementia Awareness Representative – Cllr Mrs Howley.

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

01.12 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 Ms Birkan and Mrs Odhiambo
Newent Allotment Association	Cllrs Mrs Marcovecchio and Draper
Community Safety Partnership	Cllrs Mrs Moseley and Ms Birkan
Cliffords Mesne Village Hall Committee	Cllr Mrs Wadley
Gloucestershire Market Towns Forum	Cllrs Beard and Mrs Howley
Newent Business Club	Cllrs Mrs Howley, Beard and Mrs Odhiambo
Newent Initiative Trust	Cllrs Mrs Howley, Mrs Marcovecchio and Mrs Moseley
Newent Doctors/Patient Discussion Group	Cllr Mrs Duncan
Newent Onion Fayre	Cllr Heathfield
Forest of Dean Health Forum	Cllr Mrs Wadley
Forest of Dean Emergency Planning	Cllr Mrs Howley
Wye Valley and Forest of Dean Tourism Association	Cllr Mrs Wadley
Forest Youth Association	Cllr Mrs Moseley
Forest Economic Partnership	Mrs Odhiambo

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

01.13 To consider response required to correspondence/consultations received

01.13.1 Freedom Leisure – Request to hold an Xplorer Orienteering event at the lake on Friday 31st May

Resolved: The request is approved. **Record of Voting:** Proposed Cllr Mrs Davies, Seconded Cllr Jones, All in favour.

01.13.2 CPRE – Invitation to AGM on 30th May at 2.30 pm at Rendcombe College

Cllr Ms Birkan agreed to attend.

01.14 Planning

01.14.1 Planning applications to be considered

P0623/19/TPO – Land at Court Road, Newent

Works to x 7 trees covered by G2 and works to x 12 trees covered by W3 of G41 TPO54 in accordance with the submitted details.

Resolved: No objection providing the works on the trees are not carried out until nesting season is over. In addition, the Council would wish to ensure the contractors are mindful of bats as these trees are a feeding corridor for them. **Record of Voting:** Proposed Cllr Duncan, Seconded Cllr Mrs Draper, All in favour.

P0288/19/FUL – Commonfields Farm, Bouldson,

Erection of a steel portal framed agricultural storage building with associated works. Demolition of existing barn. **Resolved:** No objection. **Record of Voting:** Proposed Cllr Mrs Duncan, Seconded Cllr Mrs Wadley, 12 in favour, 1 abstention.

P0627/19/LBC – Oldbury House, Court Lane, Newent

Listed Building Consent for alterations to repair interior kitchen ceiling and replacement of part existing roof. **Resolved:** No objection. **Record of Voting:** Proposed Cllr Mrs Duncan, Seconded Cllr Mrs Draper, All in favour.

P0334/19/FUL & P0335/19/LBC The Red Lion, 2 Broad Street, Newent

Re-opening of previous entrance to rear garden, removal of fire escape, laying of decking, construction of retaining wall and associated works Revised Plans/Information. **Resolved:** No objection. **Record of Voting:** Proposed Cllr Mrs Duncan, Seconded Cllr Beard, All in favour.

01.14.2 To note planning decisions

PERMITTED/CONSENT

P0337/19/FUL – 35 The Tythings, Newent

Erection of a two storey rear extension with associated works. Demolition of existing conservatory.

P0172/19/FUL – 11 Bradfords Close, Newent

Erection of a two storey semi-detached dwelling with associated parking and landscaping

P0266/19/FUL – 8 Vauxhall, Newent

Erection of a detached dwelling and associated parking, landscaping and works. Construction of a new vehicular access. Erection of a porch to existing dwelling

P0393/19/FUL – Mayview, The Tythings, Newent

Erection of a single storey extension with associated works.
Demolition of existing garage

P0196/19/FUL – Sunnyview Cottage, Cliffords Mesne, Newent

Erection of a two storey extension, single storey extension and replacement of roof slate to tiles with associated works.

P0336/19/FUL – 33 The Tythings, Newent

Erection of a two storey rear extension with associated works.
Demolition of existing conservatory and garage

01.15. Estate Management

(Cllrs Mrs Moseley, Mrs Davies, Mrs Howley, Ms Birkan and Jones left the meeting whilst the next item was discussed)

01.15.1 To consider reinstating allotment plot 85 and divide into two half allotment plots

(Cllr Mrs Marcovecchio chaired the meeting for this item)

There have been 4 residents on the allotment waiting list since February, plot 85 was being used as wildlife area as it was not required at the time. **Resolved:** Plot 85 is strimmed and split into two half plots. **Record of Voting:** Proposed Cllr Mrs Draper, Seconded Cllr Beard, All in favour.

01.15.2 To review lake area fees and charges

A very lengthy discussion took place and a number of points were raised including; waiving charges should be considered on a case by case basis, charging charity and community organisations for use of electricity only, events are being held and paid for by organisations, budgets have been set so savings would need to be made elsewhere, waiving fees will encourage more people.

(1 member of the public re-joined the meeting at this juncture)

A suggestion that under 18s fishing permits should be free and community and local charities should not be charged to hold events was considered. **Resolved:** The charges will remain as approved for this year and fully reviewed before being set for the next financial

year. **Record of Voting:** Proposed Cllr Beard, Seconded Cllr Mrs Howley, 10 in favour, 3 abstentions.

01.16 To consider adopting the General Power of Competence

Resolved: The Council confirms that it is eligible and agrees to adopt the General Power of Competence. **Record of Voting:** Proposed Cllr Beard, Seconded Cllr Jones, All in favour.

01.17 To agree date of second meeting in May

It was agreed that the meeting will take place on Wednesday 29th May.

01.18 To receive committee and representative reports

Cllr Mrs Davies	Several Councillors met with Newent in Bloom regarding the town planting
	Mrs Gooch was thanked by Cllr Beard for her assistance
Cllr Mrs Davies & the Clerk	Historic England meeting
Cllr Mrs Wadley	Wye Valley & Forest Tourism meeting
Mrs Moseley	NDP Steering Group

01.19 Notices and information

A discussion took place regarding the graffiti in the town centre, which is being dealt with and has been reported to the Police.

Cllr Heathfield informed the Council that Severn Trent will not be closing the B4215, there will only be a single lane closure.

Cllr Mrs Howley gave an update on the town leaflets and stated that other businesses have expressed an interest in advertising in future editions.

Cllr Mrs Moseley stated that the newsletter needed to be produced in 2 days' time, so it was agreed that the Mayor would provide a short item and then a factual report on the elections would be added.

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

01.20 To consider updated commercial lease agreement for office accommodation at Newent Community Centre

The Mayor declared the meeting closed 9.04 pm.