

NEWENT TOWN COUNCIL

Minutes of the Newent Town Council Meeting held on Monday 22nd July 2019 at the Market House, Newent at 7.30 pm.

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

Also present – District Councillors Mrs Gooch and Vesma, the Clerk and 7 members of the public

(Cllr Mrs Howley chaired the meeting in the absence of the Mayor).

Public Participation Session: A local trader spoke against the siting of the gluten free mobile catering van in the Library Car Park and was critical of the Council's decision to allow it to be sited there.

District Councillor Vesma spoke in favour of the siting of the gluten free mobile catering van in the Library Car Park and urged the Council not to take the competition argument into consideration.

06.1 Apologies – Cllr Mrs Davies.

06.2 Declaration of Interests – None.

06.3 To consider Forest of Dean District Council's proposal for a wi-fi hub

Cllr Mrs Howley welcomed the Street Warden Team Leader to the meeting.

The Street Warden Team Leader suggested that a wi-fi hub could be sited in an appropriate area in the town and could be an area for teenagers and youths to go, which could help against anti-social behaviour. Newent is the first town in the Forest of Dean to be approached with this idea, although Councillors are aware of a similar scheme in Ross on Wye. A query was raised regarding costings and was advised the project would be grant funded. Several Councillors spoke in favour of the project. **Resolved:** In principle, the Council is in favour of the idea and request a case study be presented to a future meeting. **Record of Voting:** Proposed Cllr Mrs Howley, Seconded Cllr Mrs Draper, 11 in favour, 1 abstention.

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

06.4 Approval of the Minutes of the Meeting held on 8th July 2019

Resolved: The Minutes of the Council meeting held on 8th July 2019 were approved. **Record of Voting:** Proposed by Cllr Beard, Seconded Cllr Mrs Draper, 11 in favour, 1 abstention.

06.5 Clerk's Update and Matters Arising

Cllr Mrs Moseley asked for an update on 05.9. The Clerk confirmed the priorities list would be circulated to Councillors once compiled.

06.6 Finance

06.6.1 To approve accounts to be paid

Payments made since last meeting	Payment method	£
Barclaycard transactions		
Fasthost Internet		6.00
Fasthost Internet		13.19
Direct Debit/Standing Order/BACS payments		
Lex Autolease	DD	603.44
Lloyds Bank	DD	5.00
Payments to be considered		
	Chq No.	£
Grundon	15149	126.48
Highleadon Filling Station	15150	182.40
Mainstream Digital	15151	2.99
Cancelled	15152	
Vision Office Technical Services	15153	65.16
Ermin Plant	15154	72.00
MKM	15155	3.26
Chamberlain Nurseries	15156	319.54
CF Corporate Finance	15157	168.00
HB Digital	15158	555.00

Resolved: The above expenditure is approved, to a value of £2,122.46. **Record of Voting:** Proposed by Cllr Mrs Draper Seconded Cllr Jones, All in favour.

06.6.2 To review the budget update report

No concerns were raised.

Resolved: The report was approved. **Record of Voting:** Proposed Cllr Mrs Howley, Seconded Cllr Mrs Draper, All in favour.

06.7 To consider response required to correspondence/consultations received

06.7.1 Forest of Dean District Council – Draft Affordable Housing Supplementary Planning Document (2019) consultation

Resolved: No comments were raised to be submitted. **Record of Voting:** Proposed Cllr Mrs Howley, Seconded Cllr Beard, 10 in favour, 1 against, 1 abstention.

06.7.2 Nature Explorers – Request reduction in lake hire charges

The Council had previously agreed to reduce the charges to £6.25 over the winter months. Nature Explorers were requesting the reduced rate be extended. Several Councillors spoke in favour of the request as the service was beneficial to the town. Concerns were raised regarding amending charges mid-year and not being consistent. It was suggested that Nature Explorer could contact Barnwood Trust and Pre-School Funding for grant funding.

Resolved: The hire fee for Nature Explorers is reduced to £6.25 per session until the end of the financial year. **Record of Voting:** Proposed Cllr Mrs Draper, Seconded Cllrs Heathfield, 11 in favour, 1 abstention.

06.7.3 Forest of Dean District Council – Proposed diversion of public footpath GNE 82 (part)

Resolved: No objection. **Record of Voting:** Proposed Cllr Mrs Duncan, Seconded Cllr Beard, 11 in favour, 1 abstention.

06.7.4 District Councillor Mrs Gooch – To consider additional cleansing of steps between Foley Road and Culver Street

District Councillor Mrs Gooch request this item be deferred until a later date.

06.7.5 Newent Business Club – mobile trading in Newent

This item had been added to the agenda in error in the Clerk's absence. Councillors were requested to note the content relating to the mobile catering van and the Clerk would respond to the letter.

06.7.6 Forest of Dean District Council – Licensing application consultation

The request relates to a hot food van being sited at Unit 1A, Newent Business Park. **Resolved:** The Council supports the application.

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

06.8 To receive District Councillor reports

The following was read out by District Councillor Vesma;

Street cleaning

There has been a long-standing anomaly whereby Bury Bar, which is supposed to be mechanically swept every week, has habitually been left

out with the sweeper driver doing the Co-op's access road (and sometimes part of their car park) instead. District Councillor Vesma asked the officer responsible to address this and maintained his pressure in the face of resistance. Eventually the contractor (a) began routine litter-picking, (b) weeded the edge under the Memorial Hall retaining wall on 27 June, (c) attempted a mechanical sweep on 2 July—which proved unsuccessful—and subsequently (d) swept the road manually.

Development at depot east of Bridge Street

It came to light in December that the former D.L. Dennis depot east of Bridge Street has been rebuilt by its present owners, apparently with a 30% increase in footprint. Planning Enforcement have visited and in May reported that they had subsequently received pre-application enquiries; however, as yet there is no sign of an application having been lodged. FoDDC ref EN/0422/18.

Planning policy: development of the Local Plan

A paper on “issues and options” has been circulated to our Planning Policy Portfolio Holder's Support Group, setting out some of the local plan issues and discussing the likely general options for new development that it needs to consider for the period to 2041. It looks at the way in which these issues relate to the previously derived draft vision, how this can be realised and what other constraints and opportunities there are, all in the light of the main areas of government policy that the plan is expected to accord with. It has not been published or approved and is intended to form the basis of the group's discussions. It is intended that a refined version will be the basis of public consultation in the autumn. A meeting of the group (open to the public) will be held to discuss the draft in Coleford at 18:00 on 30 July, either in the Council Chamber or Committee Room 1.

Method of working

On an administrative note, District Councillor Vesma has asked your Clerk to make all advance paperwork for Town Council meetings available electronically (not just the agenda) so that it can be distributed to your district councillors and other interested parties in advance of your meetings.

Councillors were given the opportunity to raise any questions and District Councillor Vesma will arrange for litter hotspots in Broad Street and Culver Street to be addressed as requested.

Cllr Mrs Draper requested that District Councillors support the Town Council's decision on planning application P0981/19/FUL. District Councillor Mrs Moseley stated that although ward members can speak at planning meetings, they are not allowed to vote on applications within the ward.

District Councillor Mrs Moseley has been appointed on the Planning Committee and District Councillor Vesma has been appointed on to the Overview & Scrutiny Committee

District Councillor Mrs Gooch submitted the following written report;

I have attended;

- 1- Severn Trent presentation at Newent Community Centre, where I was able to contribute by ensuring all those Establishments and Businesses who were unable to attend were contacted.
- 2- 25th Anniversary of Sheppard House, it was good to catch up with residents and users of this wonderful facility which started as a dream.
- 3- FODDC planning committee site visit at Southend Lane the notes of the visit can be found at https://publicaccess.fdean.gov.uk/online-applications/files/5171C4503B29D38DF97E98C79D24E1C9/pdf/P0415_19_FUL-SITE_VISIT_NOTES-677120.pdf
- 4- A planning training session held at foddc
- 5- meeting of FOD Full Council where I was appointed Member Champion for Health draft minutes can be found at including a record of my voting <http://meetings.fdean.gov.uk/documents/g2862/Printed%20minutes%2011th-Jul-2019%2019.00%20Full%20Council.pdf?T=1> or alternatively the webcast can be found at <https://aisapps.sonicfoundry.com/AuditelScheduler/Player/Index/?id=84a7c05e-a4ab-4a9b-863b-bf759cb8c4a1&presID=73211285b01f40e38fc9a160527441511d>

I have;

- 6- resolved matters pertaining to several PROW within the Parish to include overgrown paths, lack of way markers, blocked paths
- 7- resolved problems between tenants and landlords
- 8- liaised with Highways regarding overgrown hedges at Bradfords Lane
- 9- continued to liaise with FODDC for the delivery of the Meek Road recreation ground
- 10- Continued to monitor and follow up enforcement matters
- 11- offer support in my role as a Community Dementia Link
- 12- Written to the GCC Cabinet Member for Health and Wellbeing asking for ADHD/ADD to be included in GCC commission of a positive behaviour support service.

I would like to take this opportunity to ask NTC to include District Councillors to their committee meetings with Highways and the Police.

I have some ideas to help regenerate and enhance Newent, would NTC consider a regeneration working group?

Would NTC consider publishing this report with the minutes of the meeting?

No questions were raised by Councillors.

06.9 Planning

06.9.1 Planning applications to be considered

P1040/19/TCA – Coach House, Graces Pitch, Newent
Fell and remove 1 x Eucalyptus tree. **Resolved:** No objection.
Record of Voting: Proposed Cllr Mrs Duncan, Seconded Cllr Mrs Wadley, 7 in favour, 4 against, 1 abstention.

P0981/19/FUL – Southend Nurseries, Southend Lane, Newent
Erection of 36 no. affordable dwellings with associated access, landscaping, parking and works. Demolition of existing greenhouse/outbuilding structures. **Resolved:** Objection - The Council would like a pre-planning meeting with the developer but has not been approached. The Council would wish to have discussion regarding its concerns and would have expected this to happen prior to the application being submitted. The Council is unhappy with the application in terms of lack of solar panels, water harvesting and ground source heat pumps. Given the proposed number of dwellings on the site, a significant number of additional vehicular movements can be expected and this is not suitable for a single track lane. If the development does go ahead, the Council would like to see the properties going to local people. The Council will write to Gloucestershire County Council to request funds are made available for highway improvements. **Record of Voting:** Proposed Cllr Mrs Duncan, Seconded Cllr Mrs Howley, 8 in favour, 1 against, 3 abstentions.

P1009/19/TCA – Car Park, High Street, Newent
Fell x 1 Ash tree and crown lift x 1 Prunus tree to 2.5m abut public footpath at Newent Car park. **Resolved:** No objection. **Record of Voting:** Proposed Cllr Mrs Duncan, Seconded Cllr Mrs Wadley, 8 in favour, 2 against, 2 abstentions.

06.9.2 To note planning decisions

PERMITTED/CONSENT

P0692/19/COU – 10 Broad Street, Newent
Change of use from retail (A1) to a nail salon (Sui Generis)

P0667/19/FUL – 18 Vauxhall Newent
Erection of a two storey side extension. Demolition of existing single storey extension

P1330/18/OUT – Land north of Southend Lane, Newent
Outline application for residential development (up to 230 dwellings) including infrastructure, ancillary facilities, open space and landscaping. Demolition of barn. Vehicular access from Foley Road with emergency access from Southend Lane.

P0656/19/LD2 – 20 Knights Crescent, Newent
Application under Section 192 to establish whether a dropped kerb with associated works requires planning permission

P0788/19/FUL – Meadland, Orchard Rd, The Scarr, Newent
Conversion of agricultural storage building to form single dwelling and associated works.

P0763/19/FUL – 6 Vauxhall, Newent
Erection of a single storey front porch

P0415/19/FUL – 1 The Stables, Southend Lane, Newent
Erection of a detached bungalow with associated parking, landscaping and works

P0756/19/FUL – 66 Lakeside, Newent
Single storey rear extension and new window on side elevation

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

The Councillors were pleased with the number of tasks completed.

The Council was asked to consider working arrangements for the Christmas period. The Clerk explained that due to changes with weekend working and requests for leave, the Council was being asked to consider allowing light duties which will include little picks with emergency call out.

Resolved: Grounds staff are permitted to undertake essential duties between 27th December – 3rd January with an emergency call out rota in place. **Record of Voting:** Proposed Mrs Draper, Seconded Cllr Jones, All in favour.

Newent Arboretum Management Plan

The Council does not currently have a tree management plan in place for the Arboretum. To be able to manage the Arboretum, the Council needs to decide the ultimate look and feel to be achieved.

The Council's appointed arboriculturist has suggested the following options (although additional ideas are welcome for consideration):

- 1) Create a more naturalistic small woodland feel with field layer and shrub understorey, including glades and rides. This would require the removal of some trees to break up the linear structure, and the introduction of shrubs, understorey trees and herb mixes.
- 2) Leave as a linear plantation, but thin out dead, dying and very suppressed trees only and undertake some crown raising to improve light and visibility. Would look pretty much the same as it is now.
- 3) Create a more "parkland" feel with larger gaps between trees and grass beneath; this would require removal of quite a lot of trees.
- 4) Create a more traditional arboretum where the focus is showing off the different species' features; this would require removal of quite a lot of trees.

Once a design option has been selected then a detailed management plan can be drawn up and trees for initial removal marked up. This will be a long-term plan and trees can be thinned over the next 5 years.

The Council considered the above. **Resolved:** The Council request a management plan for option 1 is produced. **Record of Voting:** Proposed Cllr Ms Birkan, Seconded Cllr Jones, 10 in favour, 2 abstentions.

A bench at the Lake has been damaged by fire and needs repairing.

Resolved: New timber slats are purchased to replace the top of the picnic bench at a cost of £150.00. **Record of Voting:** Proposed Cllr Mrs Draper, Seconded Cllr Mrs Odhiambo, 11 in favour 1 against.

06.11 To review Made Without Gluten's trial use for siting mobile catering van in the Library Car Park

Each Councillor spoke in this regard and some of the points raised included; gluten free offers an alternative option, competition is good for business, concerns regarding health and safety, concerns regarding reduction in parking from 4 pm the evening before, another site would be preferred, should be protecting existing businesses, it would be good to see it sited on the Meek Road housing site, the town is already amply supplied by take-aways, should be supporting traders who are paying business rates, could open flood gates for further vendor requests, the car park is not the right location, the Drs surgery have raised concerns regarding the noise

from the generator and smells entering the surgery, some people are concerned about cross contamination at outlets that are not exclusively gluten free, the Council did take into consideration other businesses and specified days when gluten free products were not available, concerns regarding using site in winter months, the Council had previously requested that other sites are looked into.

The trial period is due to finish on 29th August. A letter from the vendor had been circulated along with a letter of complaint, a letter of support and a letter from the Business Club for Councillors to consider. **Resolved:** The trial is not extended. **Record of Voting:** Proposed Cllr Mrs Duncan, Seconded Cllr Mrs Marcovecchio, 7 in favour, 3 against, 2 abstentions.

(District Councillor Vesma and 2 members of the public left the meeting at this juncture)

06.12 To consider defibrillator fundraising suggestions

Some funding had been received from the Forest of Dean District Council and the Drs Surgery had also agreed to donate £500.00 towards the purchase. It was agreed that the Barnwood Trust and the charity skittles team are approached. A bingo evening was also suggested.

(2 members of the public left the meeting at this juncture)

06.13 To review and adopt Grievance Procedure

Resolved: The Grievance Procedure is readopted unchanged. **Record of Voting:** Proposed Cllr Mrs Draper, Seconded Cllr Mrs Marcovecchio, 11 in favour, 1 against.

06.14 To review and adopt Disciplinary Policy & Procedure

Resolved: The Disciplinary Policy & Procedure is readopted unchanged. **Record of Voting:** Proposed Cllr Mrs Draper, Seconded Cllr Mrs Duncan, 11 in favour, 1 abstention.

06.15 To receive committee and representative reports

Cllr Mrs Wadley	Attendance at the District Council's Planning Committee meeting
Cllr Mrs Draper	Christmas Lights Committee meeting
Cllr Mrs Moseley	First large NDP consultation to take place on 5 th October in the Memorial Hall
Cllrs Mrs Odhiambo, Heathfield and Mrs Moseley	Gloucestershire Association of Parish and Town Councils AGM

06.16 Notices and information

The Clerk read out a note from the Mayor to say that Cllr Mrs Davies had written to Alan Naylor at Newent Community School wishing him luck after 31 years of service at the school and thanking him for all he had done, not only in the teaching of students but also for the work he had done with DofE students. Also, that the Art Exhibition at the school was one of the best ever.

Cllr Heathfield stated that it has been decided to reconfigure YAG and more information will be available at the meeting in September.

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. **Record of Voting:** All in favour.

06.17 To review formal complaint

The Deputy Mayor declared the meeting closed 9.11 pm.