

NEWENT TOWN COUNCIL

Minutes of the Newent Town Council Meeting held on Monday 28th January 2019 at the Market House, Newent at 7.30 pm.

Present: Councillors Mrs J Davies (Mayor), E Wood (Deputy Mayor), E Heathfield, Mrs C Howley, Mrs S Marcovecchio, Mrs K Draper, R Beard, Mrs M Duncan, D Blick, A Jones, Mrs G Moseley

Also present – The Clerk and 2 members of the public

Public Participation Session: No items raised.

89.0 Apologies – Cllrs Mrs Wadley and Vesma

89.1 Declaration of Interests – None.

89.2 Approval of the Minutes of the Council meeting held on 14th January 2019

The Clerk circulated an amendment to the minutes at the start of the meeting. **Resolved:** The Minutes of the Council meeting held on 14th January 2019 were approved. **Record of Voting:** Proposed by Cllr Wood, Seconded Cllr Beard, 10 in favour, 1 abstention.

89.3 Clerk's Update and Matters Arising

Precept – The Precept request has been submitted to the District Council and a press release sent out.

Keep Britain Tidy, Great British Spring Clean – The event will take place on Saturday 6th April at 10.30 am meeting at the Market House. Refreshments will be provided at the end of the event.

Planning application P1330/18/OUT, rejection of Section 106

application – The Clerk contacted GAPTIC and was advised to contact the District Councillors to help with information gathering in the first instance and to check with the District Council as to whether there will be any opportunity for funding when the detailed application comes forward.

The Clerk has spoken to the Planning Officer and Forward Planning Manager. As it has been determined there is adequate youth and recreation ground areas in Newent, it would not be possible to secure funding at a later date. The land off Meek Road counts as recreation land even though the District Council have not been maintaining it.

In the future, if the Community Infrastructure Levy becomes applicable in the Forest of Dean there may be scope for contributions to a variety of infrastructure schemes.

A letter has also been sent to Gloucestershire County Council asking why they did not apply for funding and a response is awaited.

The Council requested that a letter is sent to the District Council asking what is happening with the land off Meek Road and what has happened to the monies that were given for the facilities to be built.

Closure of B4215 – An email was sent to the Leader of the Council and his response was circulated to Councillors.

The Council's statement regarding the postponement of the public meeting has been published on the website.

89.4 Finance

89.4.1 To approve accounts to be paid

Payments made since last meeting		£
Salaries		7451.04
Wye Valley & Forest of Dean Tourism	14967	144.00
Barclaycard Transactions		
Fasthost Internet		6.00
Fasthost Internet		13.19
Payments to be considered	Chq No.	£
G.E Price	14968	370.00
GMT Solutions	14969	302.36
CF Corporate Finance	14970	168.00
Glebe Chapel	14971	900.00
Petty Cash	14972	95.06
Grundon Waste Management	14973	288.05

Resolved: The above expenditure is approved, to a value of £9,737.70. **Record of Voting:** Proposed by Cllr Blick, Seconded Cllr Beard, All in favour.

89.4.2 Internal check report

In the absence of Cllrs Vesma and Mrs Wadley, Cllr Mrs Davies read out a statement that had been provided. Cllrs Mrs Wadley and Vesma conducted an internal check on 22nd January. They only found three very minor issues and therefore pronounced themselves satisfied that procedures are being diligently and correctly followed.

89.5 To consider response required to correspondence/consultations received

89.5.1 To Forest of Dean District Council – Invitation to a meeting regarding the Government's High Street Fund on 29th January at 11.30 am in Coleford

Cllr Beard spoke on three suggested projects that could be put forward for funding; electric vehicle charging system, traffic control and Town Council Office/Town Hub.

Resolved: Cllrs Beard, Mrs Duncan and the Clerk will attend the meeting and it was agreed the three suggested projects be taken forward. **Record of Voting:** Proposed Cllr Mrs Draper, Seconded Cllr Wood, 10 in favour, 1 abstention.

89.5.2 The Forestry Commission – Our Shared Forest consultation event on 4th February at 6 pm

Cllrs Mrs Howley and Mrs Marcovecchio volunteered to attend the meeting.

89.6 Planning

89.6.1 Planning applications to be considered

P1972/18/FUL – 336 Foley Road, Newent

Erection of a two storey side extension. Demolition of car port.

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

P0052/19/FUL – Spring Bank, Malswick

Erection of a two storey side and rear extensions, single storey rear sun room, porch extension and associated works. Demolition of existing rear and side extensions. **Resolved:** No objection.

Record of Voting: Proposed Cllr Mrs Duncan, Seconded Cllr Heathfield, All in favour. Concerns are to be raised with enforcement regarding works already undertaken on site.

P0055/19/TPO – Track adjacent to 32 Meek Road, Newent

Works to x 1 Ash tree covered by A1 of TPO156 to reduce branches back from the roof of 32 Meek Road by 3 m. **Resolved:** Object. The Council still have not been supplied with information on ownership and the further plan provided only confuses locations.

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

P1854/18/FUL – The Cottage, Laurelhurst, Conigree Road, Newent

Erection of a first floor extension with supporting columns at ground floor level and associated works. **Resolved:** No objection. **Record of Voting:** Proposed Cllr Mrs Duncan, Seconded Cllr Heathfield, All in favour.

89.6.2 To note planning decisions

PERMITTED

P1906/18/TPO – Newent Lake, Lakeside, Newent

Fell x 1 Alder tree covered by A6 of G41 TPO54

P1798/18/TPO – Track Rear of 55 May Hill View, Newent

Works to trees identified in the submitted plan, covered by A1 of TPO156 to crown lift to 4m above ground level, taking branches back no further than 0.5m beyond the boundary fence line of 55 May Hill View

LAWFUL DEVELOPMENT CERTIFICATE ISSUED

P1892/18/LDI – 35 Ford House Road, The Scarr, Newent

Application under Section 191 to establish whether use of parcel of land as residential curtilage is lawful

89.7 Estate Management

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

Many tasks had been completed which the staff were congratulated on.

The cost of the revetment works will cost approximately £350.00 more this year due to a shortage of locally available gabion stone.

Resolved: 14 metres of revetments to be undertaken at the Lake at a cost of £2,784.63. **Record of Voting:** Proposed Cllr Mrs Howley, Seconded Cllr Mrs Marcovecchio, All in favour.

The Clerk informed the Council that the District Council would not be removing the graffiti in the town, as it was the owners responsibility. There are concerns that if the graffiti is left it will encourage more. The Clerk asked if the Council would agree for staff to remove the graffiti in the town centre (subject to the landowners permission) if the District Council provided the cleaning materials, which was unanimously agreed.

89.8 To appoint Councillors to review the Standing Orders, Financial Regulations and Code of Conduct

Cllrs Mrs Davies, Heathfield, Mrs Howley and Mrs Marcovecchio were appointed.

89.9 To review and adopt the Estate Management Plan

Lead Councillors for the amenities had been consulted, before the Clerk and Estate Supervisor had reviewed the plan and suggested amendments had been circulated for the Council to consider.

Cllrs Blick and Heathfield asked for the Estate Supervisor to be able to use his initiative and consult where necessary with the lead Councillors on amenity issues, however, the Estate Supervisor confirmed he is happy with the current process.

A discussion took place regarding weed spraying at the Lake and there were mixed views.

Cllr Mrs Duncan requested a list of Excalibur ingredients.

Resolved: The revised circulated strategy is adopted. **Record of Voting:** Proposed Cllr Mrs Draper, Seconded Cllr Beard, All in favour.

89.10 To review and adopt the Risk Assessment

Resolved: The circulated risk assessment was adopted. **Record of Voting:** Proposed Mrs Draper, Seconded Cllr Heathfield, All in favour.

89.11 To review and adopt the Complaints Procedure

Resolved: The complaints procedure was reviewed and readopted without change. **Record of Voting:** Proposed Mrs Draper, Seconded Cllr Mrs Howley, All in favour.

89.12 To review and adopt the Training Policy/Statement of Intent

Resolved: The Training Policy/Statement was reviewed and readopted without change. **Record of Voting:** Proposed Mrs Draper, Seconded Cllr Heathfield, All in favour.

89.13 Update on advert for the Welcome to Gloucestershire publication

Cllr Mrs Howley explained what the working group had drafted some wording which had been submitted with photos for the advert to be designed. A proof will be circulated in due course. Cllr Jones stated that the Town App is not working, the Clerk will look into this.

89.14 To review the Community Winter Action Plan

Cllr Mrs Howley gave an overview of the plan and the proposed changes and a discussion took place. **Resolved:** The proposed amended Winter Action Plan is adopted. **Record of Voting:** Proposed Cllr Mrs Draper, Seconded Cllr Mrs Howley, All in favour.

89.15 To receive committee and representative reports

Cllr Mrs Draper	Christmas Lights Committee – wash up meeting
Cllr Mrs Howley	Update on the town leaflet
Cllr Mrs Marcovecchio	Valegro meeting
Cllr Heathfield	Youth Advisory Group meeting
Cllr Mrs Moseley	Community Safety Partnership
Cllr Mrs Moseley	Parish and Town Liaison Group

89.16 Notices and information

Cllr Wood stated that a number of street lights in the town centre were not working. Cllr Beard confirmed that they were being surveyed the previous evening.

The Section 106 Deed of Variation Grant process will be advertised later this month, with a deadline for applications before the end of March 2019.

Cobalt had sent a report, as the Council had awarded a grant last year. Councillors can contact the Clerk to view the report.

The two new members of staff started on 2nd January - Paul, the Grounds Maintenance Assistant and Alison an Administration Assistant.

The Mayor declared the meeting closed at 8.46 pm.