

NEWENT TOWN COUNCIL

Minutes of the online Newent Town Council Meeting held on 10th August 2020 at 7pm

Present: Councillors Mrs C Howley (Mayor), Mrs M Duffield (Deputy Mayor), E Heathfield, Mrs G Moseley, Mrs K Draper, R Beard, A Ralph, Mrs R Wadley, Mrs S Marcovecchio, Mrs J Gooch,

Also present –The Clerk, the Assistant to the Clerk and 1 member of the public, later to be joined by a further member of the public

Public Participation Session: None.

26.1 Apologies – Cllr Ms C Birkan, (Cllr Mrs W Odhiambo - later given by Cllr Mrs Moseley)

26.2 Declaration of Interests

A Declaration of Interest was received from Cllr Mrs Gooch – planning application P0241/20FUL Land adjacent to Southern Barn, Southend Lane Newent – Erection of six dwellings with associated landscaping, parking and works. Creation of a new vehicular access.

26.3 Approval of the Minutes of the Meeting held on 27 July 2020

Resolved: The Minutes of the Council Meeting held on 27 July 2020 were approved. **Record of Voting:** Proposed by Cllr Mrs Duffield, Seconded by Cllr Mrs Wadley, All in favour.

26.4 Clerk's update and matters arising from previous Minutes

The Clerk advised that all matters from previous minutes had been actioned.

26.5 To note decision made by the Pandemic Crisis Management Team

Members noted recent decisions made by the Pandemic Crisis Management Team – see attached.

26.6 Finance

26.6.1 To approve accounts to be paid

Payments to be considered	Chq No.	£
Grundon	15485	176.56
Lister Wilder	15486	360.00
Ledbury Garden Machinery	15487	36.77
Ermin Plant	15488	217.34
Be Secure	15489	78.00
EE	15490	74.59
M J Lawless	15491	1263.60
GD Parker	15492	25.97

Peninsula	15493	173.42
Vision Office Technical Services	15494	100.88
Glebe Chapel	15495	450.00
GMT Solutions	15496	117.12
MKM	15497	45.42

Resolved: The above expenditure is approved, to a value of £3,119.67. **Record of Voting:** Proposed by Cllr Mrs Draper, Seconded by Cllr Mrs Marcovecchio, All in favour

26.7 To consider response required to correspondence/consultations received.

26.7.1 Newent Angling Club – Request to hold fishing matches at the Lake

Request from the Club to use the lake for a number of matches between Sept 2020 and March 2021 on Sunday mornings. The Club advised of proposed measures to be put in place to avoid gatherings and of the use of a bespoke weighing frame to weigh-in Covid compliant

Resolved: The matches be permitted with Covid rules practised.
Record of voting: Proposed by Cllr Mrs Howley, All in favour.

26.8 Planning

26.8.1 Planning applications to be considered:-

P0996/20/FUL Woodland View, Birches Lane, Newent

Erection of a triple bay garage with annexe accommodation over.

Resolved: No Objection. **Record of voting:** Proposed by Cllr Beard, seconded Cllr Heathfield, All in favour.

(Cllr Mrs Gooch left the meeting at this juncture)

P0241/20/FUL Land adjacent Southernns Barn, Southend Lane, Newent

Erection of 6 dwellings with associated landscaping, parking and works. Creation of a new vehicular access. **Resolved:** Object on grounds of unacceptable fencing and suggested Virginia Creeper.

Record of voting: Proposed Cllr Mrs Moseley, seconded by Cllr Beard, All in favour

(Cllr Mrs Gooch returned to the meeting)

P1015/20/TCA Ivy Cottage, Lakeside, Newent

Fell x 1 Conifer tree at Ivy Cottage, Newent. **Resolved:** No Objection given the tree is diseased. **Record of voting:** Proposed Cllr Mrs Gooch, seconded by Cllr Mrs Mosely, 6 in favour, 4 against.

P1082/20/FUL Town Farm, Gloucester Street, Newent

Variation of condition 02 (approved plans) to planning permission P1906/15/FUL to allow for reduction in height and floor area.

Resolved: No Objection, **Record of voting:** Proposed by Cllr Mrs Gooch, seconded by Cllr Beard, All in favour

P1098/20/FUL 31 Reevers Road, Newent

Erection of a rear/side single storey extension to provide ground floor bedroom and en-suite bathroom for the benefit of a disabled person.

Resolved: No Objection. **Record of Voting:** Proposed by Cllr Mrs Draper, Seconded by Cllr Mrs Wadley, 8 in favour, 1 against, 1 abstention.

P1093/20/FUL 142 Watery Lane, Newent

Erection of a two storey side extension. Demolition of existing garage. **Resolved:** No Objection **Record of Voting:** Proposed by Cllr Mrs Draper, Seconded by Cllr Mrs Marcovecchio, All in favour

26.8.2 To note planning decisions

Consent

P0997/20 Nonmat Land north of Southend Lane, Newent

Non material amendment to P0041/20/APP to allow for minor changes to external materials.

Members noted the planning decisions

26.9 To review and adopt Financial Regulations

Members continued to review the Financial Regulations from the last meeting.

Cllr Mrs Howley suggested an amendment to P.8 5.1 *The Council shall seek credit reference in respect of Members who act as signatories upon election.*

Cllr Mrs Howley referred to P.9 6.3 with regard to the proposed loss of payments by cheque which she felt was not appropriate at this time. Another Member suggested the use of cheques would be at cost to the Council and it was preferable to use BACS. The Clerk indicated that at the present time it was only herself that could implement BACS payments which highlighted a risk to the Council. The Member suggested an amendment that *all payments shall be effected by BACS whenever possible.*

Resolved: The Financial Regulations be adopted with the proposed changes and incorporating the proposed amendments to points 5.1 and 6.3. **Record of Voting:** Proposed by Cllr Beard, Seconded by Cllr Heathfield, 9 in favour, 1 abstention.

26.10 Estate Management

26.10.1 To consider reinstating interment of ashes

Members considered the implications of reinstating interment of ashes in Newent Cemetery and the general view taken was that they should be reinstated and the numbers be in line with government guidelines. **Resolved:** The maximum number of people attending interment of ashes be the same as those attending funerals as agreed by the recent Pandemic Crisis Management Team, the logging of attendees' details for track and trace purposes be as agreed by the Team for funerals and the Cemetery to be closed to the public during interment of ashes. **Record of Voting:** Proposed by Cllr Mrs Duffield, seconded by Cllr Mrs Wadley, 9 in favour, 1 abstention.

26.10.2 To consider tenders for Market House repairs and how to proceed

Members were reminded of a report that had been approved by Council in November 2019 for works to be undertaken to the Market House. The Clerk advised in response to questions with regard to the urgency of the work that some works were more urgent than others but the quotations submitted would only last for so long. One Member expressed confusion over the Public Works Loan advance and how that would be funded. Another Member stated that he believed grant funding was available via English Heritage. The Clerk offered to re-submit the report detailing the repairs to be undertaken to refresh Members and was asked to submit a list of what was most urgent. **Resolved:** The report be resubmitted and details of grant funding be made available from English Heritage. **Record of Voting:** Proposed by Cllr Mrs Gooch, seconded by Cllr by Cllr Mrs Wadley, 4 in favour, 4 against, 2 abstentions. Cllr Mrs Howley made a casting vote against the proposition.

Cllr Mrs Howley requested that the report approved in Nov 2019 be forwarded to Cllr Mrs Gooch who had not been a Member of the Council at that time.

It was agreed that this matter needed to be addressed without further delay. **Resolved:** An enquiry be made to ascertain how long the quotation can be held for, further that Cllr Heathfield's source of grant funding be explored. The tender be accepted from Company A in the sum of £57,813.00 funded by a Public Works Loan over a term of Over 7, not over 7 and a half years. The Public Works Loan to be delayed as long as possible before the quotation expires whilst exploring the possibility of a further loan. **Record of Voting:** Proposed by Cllr Mrs Moseley, Seconded by Cllr Mrs Marcovecchio, 7 in favour, 3 against.

26.11 To review the strategic plan update and allocate responsibilities as required

The Clerk requested any additional updates and whether Councillors may wish to lead on some of the items.

1a - Research into facilitating residents' community groups – Cllr Mrs Moseley requested additional time to complete – to December 2020.

2c – Progress a Council youth group – Cllr Heathfield advised they had now secured the involvement of the Aston Project, terms of reference to be approved at the next meeting.

3a – Market Square – Consider improvements to. Cllr Beard proposed that this be put on hold until Valegro had been put in place which would have a significant impact.

Cllr Mrs Gooch requested she be considered to join the Market Square group should a vacancy arise.

3b – To review parking restrictions within the town – Cllr Mrs Duffield to be added.

3j – Working with District Council to locating areas for siting of motorhomes to stay overnight – Cllr Mrs Gooch to be added.

4b – Adopt a Climate Emergency Policy & Strategy – Cllr Mrs Moseley to be added.

5f – Improvements to Cemetery gateway area – on-going.

5i – Pursue grant funding for installation of electric car charging points in Library car park – Cllr Mrs Howley to be added.

5o – Actively seek grant funding for enhancing Council assets or services

Resolved: to set up a Regeneration Team with the Forest of Dean District Council who may be able to support grant funding for the town's assets.

Record of voting: Proposed by Cllr Mrs Gooch, seconded by Cllr Mrs Howley. All in favour.

A working group to be set up – Cllrs Mrs Gooch, Mrs Howley, Mrs Moseley.

26.12 To appoint one member to serve on the Staff Committee

Resolved: Cllr Mrs Duffield be appointed to serve on the Staff Committee

Record of Voting: Proposed Cllr Mrs Howley, seconded by Cllr Mrs Marcovecchio 6 in favour, 1 against, 3 abstentions

26.13 To appoint member(s) to produce monthly newsletter

Cllr Mrs Moseley who was shortly to be stepping down from producing the monthly newsletter was thanked by the Mayor on behalf of the Council for her hard work in doing so for some considerable time.

In the absence of anyone else coming forward to undertake the monthly newsletter, it was deferred until the next meeting. Cllr Mrs Moseley advised that she would be producing one further newsletter for September.

26.14 To appoint members to the marketing and town promotion working group

Resolved: To add Cllr Mrs Gooch to the marketing and town promotion working group. **Record of Voting:** Proposed by Cllr Mrs Draper, Seconded by Cllr Beard, All in favour

26.15 To consider issuing public notice – Cllr Mrs Wadley

Cllr Mrs Wadley proposed the issuing of a public notice – *“As Councillors we recognise we have been slow to react to updated Government guidelines and we apologise for the inconvenience and distress this may have caused, and can only say how sorry we are.*

If any members of the public have any future concerns please do not hesitate to contact any of your elected members (details on the website) or alternatively telephone the Office on 01531 820638. The statement to be published on the Council’s website and on its Facebook page.

Cllr Mrs Wadley stressed that the notice referred to the Councillors and was in no way a reflection on the Staff.

A proposal was put forward that the notice be approved by Cllr Beard, which was seconded by Cllr Heathfield.

Cllr Mrs Howley put forward an amendment that a small paragraph be added to the proposed wording – *We are all working in very difficult circumstances regarding this Pandemic and like any other working environment, we are unable to work at the same pace as in the past, but we are getting there.*

Cllr Mrs Moseley seconded the amendment. The amendment was put to the vote resulting in 4 in favour, 6 against and was lost.

The original proposition was put to the vote. **Resolved:** The original wording of the notice stand. **Record of Voting:** 6 in favour, 3 against, 1 abstention.

The Mayor declared the meeting closed at 8.40 pm

Pandemic Crisis Management Team**Video conference meeting held on 27.7.20****Decision Notes**

Present: Cllrs Mrs Howley, Beard, Mrs Marcovecchio, Mrs Duffield, Mrs Moseley & the Assistant Clerk and Estates Supervisor

Apologies: None.

To give consideration to increasing numbers of mourners in Newent Cemetery from 12 to 30

It was unanimously agreed the numbers of mourners permitted to attend interments at the Cemetery be increased from 12 to 30. This to take effect to allow for funerals taking place in the Cemetery this week.

The situation to be monitored and changes advised.