

## NEWENT TOWN COUNCIL

Minutes of the online Newent Town Council Meeting held on 13th July 2020 at 7pm

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

Also present – Town Clerk, the Assistant to the Clerk, and 4 members of the public

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Public Participation Session: None.

24.1 Apologies – Cllr Mrs J Davies

24.2 Declaration of Interests

Declarations of Interest were received from:-

Cllr Mrs Gooch – Agenda item 7.1 Planning applications

24.3 Approval of the Minutes of the Meeting held on 22nd June 2020

**Resolved:** The Minutes of the Council Meeting held on 22nd June 2020 were approved following amendment:- P.767 Cllr Heathfield arrived at this juncture – add *who advised that he had tried many times to join earlier but had been unsuccessful due to connectivity issues.*

**Record of Voting:** Proposed by Cllr Mrs Wadley, Seconded Cllr Mrs Duffield, All in favour.

24.4 Clerk's update and matters arising from previous Minutes

The Clerk reported all actions had been completed and letters sent as required. Following discussion from a previous Council meeting, the CCTV camera will be moved to Foley Road next week.

24.5 Finance

24.5.1 To approve accounts to be paid

Payments made since last meeting		£
Wages	BACS	88133.34
Payments to be considered	Chq No.	£
Newent Skips	15463	186.00
MKM	15464	21.08
EE	15465	55.20
Buildbase	15466	144.00
Glebe Chapel	15467	450.00
Peninsula	15468	173.42
Safpro	15469	96.00
Safpro	15470	105.44

Ford Fuels	15471	238.61
GAPTC	15472	360.00
HB Digital	15473	15.96
GD Parker	15474	45.41
Mainstream Digital	15475	12.72
GMT Solutions	15476	117.12

**Resolved:** The above expenditure is approved, to a value of £90,154.30. **Record of Voting:** Proposed by Cllr Mrs Draper, Seconded Cllr Beard, All in favour.

#### 24.5.2 To receive budget update (April/May)

**Resolved:** The budget update for April and May was approved.

**Record of Voting:** Proposed by Cllr Mrs Duffield, Seconded by Cllr Mrs Moseley, All in favour

#### 24.6 To consider response required to correspondence/consultations received.

##### 24.6.1 Forest of Dean District Council – Request 12 suggestions for street names for development of 12 properties.

Suggestions were put forward as follows:-

Southend, Nellfield, Coxmore, Malswick, Yates, Aylescroft, Wildsmith, Ironwork

Daffodil Way, Primrose Way, Foxglove Grove, Bluebell Drive, Cornfield Drive, Paradise Road

Kestral, Osprey, Hawk, Peregrine, Eagle, Falcon, Red Kite, Harrier, Merlin, Condor, Hobby, Buzzard

Robin, Blackbird, Sparrow

Considerable discussion took place on the various suggestions and the possibility of those not put forward on this occasion to be held in reserve for consideration at a future request for street naming and also involving the public's input at the next Annual Assembly meeting.

**Resolved:** All of the birds of prey names chosen to be put forward as suggestions for street names for development of 12 properties.

**Record of Voting:** Proposed by Cllr Mrs Gooch, Seconded Cllr Mrs Wadley, 9 in favour, 2 against.

#### 24.7 Planning

##### 24.7.1 Planning applications to be considered

(Cllr Mrs Gooch left the meeting at this juncture)

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

Erection of 6 dwellings with associated landscaping, parking and works. Creation of a new vehicular access. Revised plans/information.

**Resolved:** Following the Bio-Diversity and Countryside officer's comments a great deal still needs to be carried out to bring this application in line with the planning rules and regulations.

For example; the necessary habitat enhancement measures need to be put in place, alongside those of managing the retained pond.

There needs to be written assurance that there will be NO adverse impact to the trees along the south of the boundary.

We are concerned the fencing off of hedges and trapping wildlife within, of great concern, let alone without the mandatory license

(Cllr Mrs Moseley left the meeting at this juncture due to connectivity problems)

**Record of voting:** Object re current status and until comments are taken on board. Proposed by Cllr Beard, Seconded by Cllr Mrs Wadley, 8 in favour, 1 abstention.

(Cllr Mrs Gooch returned to the meeting)

P0812/20/FUL St Michael's Cottage, 33 Church Street, Newent

Installation of an air source heat pump

(Cllr Mrs Moseley returned to the meeting)

**Resolved:** No Objection. **Record of voting:** Proposed by Cllr Beard, Seconded by Cllr Mrs Howley, 10 in favour, 1 abstention.

P0783/20/FUL Sunnview Cottage, Cliffords Mesne, Newent

Erection of a two storey side and rear extension

**Resolved:** Object – believe work has started without consent. Would request a site visit or photograph as it stands. **Record of voting:** Proposed by Cllr Mrs Wadley, Seconded by Cllr Beard, 9 in favour, 1 against, 1 abstention.

#### 24.7.2 To note Planning decisions

##### CONSENT

P0034/20/Discon Land North of Southend Lane, Newent, Glos.

Discharge of conditions 10 (Construction method statement), 15 (construction ecological management plan), 16 (landscape and ecological management plan), 18 (bio diversity enhancement

scheme), 19 (tree protection plan) and 21 (site investigations) of outline planning permission P1330/18/OUT

P1487/19/FUL Newent Converters, Midwinter Transport Ltd,  
Strawberry Hill, Newent

Change of use of land to B8 use for the storage of containers and caravans. Erection of a 2.4m perimeter fence

REFUSED

P0855/19/OUT Land North of Ross Road, Newent, Glos  
Outline application for the erection of 16 dwellings with associated landscaping, parking and works with access from Ross Road (some matters reserved)

- 24.8 To revisit the decision taken by Council on 22 June 2020 to consider a headstone inscription request, as requested by 5 councillors in accordance with Standing Order 7a. The proposed motion: Newent Town Council should approve the residents request to have the inscription placed on the back of the family headstone in respect of the deceased's wishes

The Mayor reminded Members this item was discussed at length at the previous meeting. Since that time the Council has received a letter from Rev Simon Mason giving additional information regarding new changes in the Diocesan Churchyard Regulations which are to be adopted shortly authorising additional names of deceased persons who bodies or cremated remains are subsequently buried in an existing grave to be added to the reverse of the memorial but only where there is no space on the front of the memorial.

**Resolved:** The Council approve the residents request to have the inscription placed on the back of the family headstone in respect of the deceased's wishes. **Record of voting:** Proposed by Cllr Heathfield, Seconded by Cllr Beard, in favour – Cllrs Mrs Howley, Ralph, Mrs Wadley, Mrs Draper, Ms Birkan, Mrs Marcovecchio, Mrs Gooch, Mrs Moseley, against – Cllr Mrs M Duffield

- 24.9 To receive and note internal Audit report

Members considered the internal Audit report and the Clerk commented on the report as follows:-

Financial Regulations – The working group reviewed the Financial Regulations in April, but unfortunately due to cancellation of council meetings and limitation on agenda items, the document has yet to be considered at Council. However, it is scheduled for the next meeting.

Insurance documents will be reviewed again at the end of the current contract. Therefore, a review would not be expected part way through a fixed contract.

Asset inspections – A central document will be maintained as recommended. Information will be reported to Council as part of Estate Supervisor's monthly report.

Banking arrangements will be reviewed once the Financial Regulations have been approved.

Compliance with transparency code – This will be reviewed and any requirements actioned.

Budget comparison – Budget is reviewed and minuted accordingly.

A question was raised ref 9.1 Declarations of Pecuniary Interests and whether these were reviewed. The Clerk advised it was the responsibility for each Cllr to declare these. This be put as an agenda item for next meeting.

#### 24.10 To complete and approve the Annual Governance Statement for 2019/20

The Clerk was congratulated by the Mayor on the preparation of the End of Year Accounts in what has been difficult circumstances, both the internal and external audits having been extremely arduous this year.

Members addressed each of the 9 statements to which affirmative responses were made to all. **Resolved:** The Annual Governance Statement for 2019/20 be approved. **Record of voting:** Proposed by Cllr Mrs Howley, 10 in favour, 1 abstension.

#### 24.11 To review and approve the Accounting Statements for 2019/20

Members considered the Accounting Statements. **Resolved:** The Accounting Statements be approved. **Record of Voting:** Proposed by Cllr Mrs Marcovecchio, Seconded by Cllr Mrs Draper, 9 in favour, 2 abstentions.

#### 24.12 Estate Management

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

Information was given regarding a dead tree in the car park to the rear of the library and that it needed to be removed as soon as possible. In-house cost £172.00 plus vat. The car park would need to be closed for the duration of the work.

Planning consent to remove a Mulberry Tree at the Lake has been obtained but given the loss of a further branch the tree needs to be removed before the end of the bird nesting season due to its location in the grounds of Newent Lake and the proximity to the public footpath.

A request was made to check for nesting birds prior to the trees being felled.

A request had been made by Western Power to carry out some tree work at the Arboretum – Felling 2 x trees marked A and trim back trees marked B to a safe distance of three meters from the power wire, and coppice back Hazel marked D to approx. 1.5 metres, on attached map.

**Resolved:** Approval be given. **Record of voting:** Proposed by Cllr Mrs Gooch, Seconded by Cllr Beard, 8 in favour, 1 against, 2 abstentions.

Oak Trees along ditch marked C on map. Options given – 1A to cut back oak trees 3 metres from the power line only, 2A to substantially reduce the size of the canopy on all sides to give a clearance from the power lines whilst keeping the shape of the tree, 3A to pollard the trees to the main stems and allow to regrow. **Resolved:** Option 3A be approved. **Record of Voting:** Proposed by Cllr Mrs Gooch, Seconded by Cllr Beard, 7 in favour, 3 against, 1 abstention.

#### 24.12.2 To consider quotations for fixed electrical testing and appoint contractor

Members were advised that the five year electrical inspections of all Council buildings are imminently due. Three quotations from NICEIC approved contractors for this work had been received as follows:-

Company A      £1,053.00 plus Vat

Company B      £1,325.00 plus Vat

Company C      £1,500.00 plus Vat

**Resolved:** Company A is appointed. **Record of voting:** Proposed by Cllr Mrs Draper, Seconded by Cllr Mrs Wadley, All in favour.

#### 24.12.3 To consider options for re-opening play areas and outdoor gym

Members considered the feasibility of reopening the play areas and outdoor gym alongside the government non-statutory guidance. It was felt that the Council did not have the resources to frequently monitor and sanitize the equipment and that this must be the responsibility of the user.

**Resolved:** The Council purchase and erect signage with regard to safety measures to be taken when using these areas as per example wording provided in the Estate Supervisor's report, and that they be provided in multiple languages including Polish,

Romanian and Bulgarian. The play areas and outdoor gym will not re-open until the signage is in place. **Record of voting:** Proposed by Cllr Beard, Seconded by Cllr Mrs Draper, All in favour.

24.13 To consider town promotion advertising – Cllr Mrs Howley

Cllr Mrs Howley advised that now the town's businesses were permitted to re-open it would seem appropriate to put an advertisement in the local New Ad promoting the town for local people and visitors, encouraging them to shop locally and to stay safe given the measures put in place to do so. A draft wording of the advertisement had been made available to Members.

Members were in support of this with one member adding that in addition to the New-Ad such information could be put on the Council's notice boards and on social media. Newent Initiative Trust could also be asked to put on their website.

Another Member suggested that as members of the Wye Valley Forest Tourism, the Council needed to look by way of a working group at the Forest Website which had very old photographs on it ie Cowdy Glass, and agreed that it should be promoting the town across social media.

**Resolved:** A half-page advertisement at £93.00 plus vat be put into the next publication of the New-Ad and on the social media platforms suggested.

**Record of voting:** Proposed Cllr Mrs Howley, Seconded Cllr Mrs Wadley, 10 in favour, 1 abstention.

The Mayor declared the meeting closed at 8.28 pm