

NEWENT TOWN COUNCIL

Minutes of the online Newent Town Council Meeting held on 24th August 2020 at 7pm

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

Also present –The Clerk, the Assistant to the Clerk and three members of the public, later to be joined by a fourth

Public Participation Session: None

27.1 Apologies – Cllr R Beard

27.2 Declaration of Interests

Declarations of interests were received from:

Cllr Mrs Gooch declared an interest in the update regarding planning application P0241/20/FUL. Cllr Mrs Gooch also declared an interest in planning application P1180/20/AG – Application for determination as to whether prior approval is required for further details Carswalls Farm, Tewkesbury Road, Upleadon. Prior notification for the erection of an extension to existing agricultural building.

27.3 Approval of the Minutes of the Meeting held on 10 August 2020

Resolved: The Minutes of the Council Meeting held on 10 August 2020 were approved. **Record of Voting:** Proposed by Cllr Mrs Duffield, Seconded by Cllr Mrs Wadley, All in favour.

27.4 Clerk's update and matters arising from previous Minutes

Cllr Mrs Gooch left the meeting at this juncture.

P024120/FUL Land adjacent to Southern's Barn, Southend Lane, Newent
Erection of 6 dwellings with associated landscaping, parking and works.
Creation of a new vehicular access.

Members' attention was drawn to the Council's comment at the previous meeting – Objection on the grounds of unacceptable fencing and suggested Virginia Creeper.

The Planning Authority had responded acknowledging the comment – “however, on the revised plan received on 27 July 2020 you may note that the *inappropriate fencing*” adjoining Southern's Barn was replaced with a 1.2 m high post and wire fence And the Virginia creeper replaced with a native hedgerow. I therefore request that the Town Council reconsider their comments as their views do not accord with the revised plans under consideration.”

Resolved: Members were responding on the information they had at the time and still had concerns regarding access of wildlife through the fence.

Record of Voting: Proposed by Cllr Mrs Howley, Seconded by Cllr Mrs Marcovecchio, All in favour.

Cllr Mrs Gooch returned to the meeting.

Financial Regulations

8.2 The Council will arrange with the Council's bank and investment providers for the sending of a copy of each statement of account to the Chairman of the Council at the same time as one is issued to the Clerk or RFO

Having contacted Lloyds Bank, the Clerk advised that she had been informed that the Bank will only send a paper statement to one registered address. However, the Mayor is able to access all statements online. The Council will have to decide whether to amend the Financial Regulations.

Resolved: The Mayor will arrange to print a bank statement each month end to verify the figures produced by the RFO. 8.2 removed and replaced to clarify. **Record of Voting:** Proposed by Cllr Mrs Gooch, Seconded by Cllr Mrs Howley, All in favour.

27.5 Finance

27.5.1 To approve accounts to be paid

Barclaycard Transactions:

Fasthost Internet	6.00
Fasthost Internet	13.85
Zoom	14.39

Direct Debit/Standing Order/BACS payments July:

	Payment type	Total
Lex Autolease	DD	605.41
Lloyds Bank	DD	5.00
Allstar	DD	79.06
Allstar	DD	139.68
Allstar	DD	24.41
Newent Association for the Disabled	BACS	35.00
GCC	BACS	3167.49
HMRC	BACS	2356.92
British Gas	DD	2.65
British Gas	DD	9.36

Payments to be considered

	Chq No.	£
St John Ambulance	15504	42.37
Mainstream Digital	15498	60.73

MKM	15499	22.15
Grndon	15400	160.31
GAPTC	15501	50.00
GMT Solutions	15502	57.60
Water Plus	15503	241.54

Resolved: The above expenditure is approved, to a value of £7093.92. **Record of Voting:** Proposed by Cllr Mrs Draper, Seconded by Cllr Duffield, All in favour

27.5.2 To receive budget update (July)

Members considered the budget update for July. **Resolved:** The budget update be approved. **Record of Voting:** Proposed by Cllr Mrs Draper, Seconded by Cllr Mrs Duffield, All in favour

27.5.3 To appoint a working group to review fees and charges

Members considered appointing a working group to review fees and charges. **Resolved:** A working group be set up with Cllrs Heathfield, Mrs Marcovecchio, Mrs Gooch and the Clerk appointed. **Record of Voting:** Proposed by Cllr Mrs Howley, All in favour.

27.6 To consider response required to correspondence/consultations received

27.6.1 Neighbourhood Police Team – To consider contributing to a bike marking event for Newent. Members were in support of this, with one member stating the Council should be working with other organisations who help to deter crime.

Cllr Mrs Gooch put forward the Council agree to support but that a limit should be put on the sum the Council is willing to fund. Cllr Mrs Howley seconded the proposal and put forward £50-£100 which could be funded from the Town Promotion budget.

Cllr Mrs Marcovecchio put forward an amendment that an initial sum of £50 be contributed in order that additional funding would be available to repeat the exercise at a later date. This was seconded by Cllr Mrs Draper. The amendment was put to the vote.

Resolved: The Council contribute £50 to a bike marking event for Newent leaving sufficient funding to contribute further should the exercise be repeated. **Record of Voting:** Proposed by Cllr Mrs Marcovecchio Seconded by Cllr Mrs Draper, All in favour.

27.6.2 Gloucestershire County Council – Proposed diversion of GNE footpath part extinguishment of footpath GNE 208 – Revised proposal

Resolved: The proposed route be accepted. **Record of Voting:** Proposed by Cllr Mrs Wadley, Seconded by Cllr Heathfield, 8 in favour, 1 abstention.

27.6.3 Joe Meek Society – Offer to donate a Joe Meek bust for display in the Market House

Members were appreciative of the offer to donate a Joe Meek bust for display in the Market House but questioned what it was made from, its size, and whether this would be commensurate with the size of the room and in keeping. A further query was raised with regard to it replacing what was planned for the Market Square but this was confirmed by the Clerk that this was not the case.

Resolved: To accept the kind offer of a Joe Meek bust for display in the Market House, subject to further details regarding its size and in keeping with the room in which it would be situated. **Record of Voting:** Proposed by Cllr Mrs Draper, Seconded by Cllr Mrs Marcovecchio, All in favour.

27.6.4 Ministry of Housing, Communities & Local Government – Planning for the future white paper consultation

A member of the NDP group advised they had considered the consultation the previous week and stated the paper is seeking to overturn the current planning system and that there will not be the opportunity to comment on planning applications as at present and much democratic input will be lost. The paper has very big implications and needs serious response.

Another member, given the importance of this suggested the paper be highlighted to the parish and that it be put on the Council's website and facebook page.

Resolved: A working group be set up to draft a response to go to Council in preparation for reply to the paper before the closing date in October. The working group to consist of Cllrs Mrs Howley, Mrs Marcovecchio and Mrs Wadley. Information regarding the consultation to be published on the Council's website and on Facebook page. **Record of Voting:** Proposed by Cllr Mrs Howley, Seconded by Cllr Mrs Wadley, All in favour.

27.6.5 To consider request to hold music event at the Lake on 13th September 2020

Members were furnished with details of a proposed music event at the Lake on 13 September

Resolved: The music event be permitted subject to the Council's terms and conditions. **Record of voting:** Proposed by Cllr Mrs Howley, All in favour.

27.7 Planning

27.7.1 Planning applications to be considered:

P1091/20/PQ3PA 54 The Scarr, Newent

Prior notification for the change of use of existing outbuilding to a residential dwelling and associated building operations.

Resolved: No Objection. **Record of Voting:** Proposed by Cllr Mrs Draper, Seconded by Cllr Mrs Wadley, All in favour.

P1127/20/TCA Redford Place, 31A Culver Street, Newent

Removal of x 1 tree a Redford Place

Resolved: Object to removing a healthy tree, would prefer to see wall reinforced. **Record of Voting:** Proposed by Cllr Mrs Draper, Seconded by Cllr Mrs Marcovecchio, 4 in favour, 4 against, 1 abstention. Cllr Mrs Howley used her casting vote in favour of the objection.

P004/20/Discon Southend Nurseries, Southend Lane, Newent

Discharge of conditions 03 (drainage details), 07 (PROW), 09 (CMP), 13 (cycle storage), 14 (site waste management), 15 (waste management), 19 (CEMP), 21 (external lighting), 22 (bio diversity enhancement), 29 (boundary treatments) and 30 (landscaping) of planning permission P0951/19/FUL

Resolved: No Objection. **Record of Voting:** Proposed by Cllr Mrs Gooch, Seconded by Cllr Mrs Howley, All in favour

P1081/20/FUL Springbank Farm, Birches Lane, Newent, Glos

Proposed change of use to be used as an occasional wedding venue including the erection of a gazebo timber structure.

Cllr Mrs Gooch requested that it be noted she did not take part in any discussion and voted that she abstained from the Council's comment.

Resolved: Object – the access land is very narrow, and difficult to navigate. The lane would not be suitable for increased traffic the proposed use would create and would likely spoil the peaceful enjoyment of nearby residents. **Record of Voting:** Proposed by Cllr Mrs Wadley, Seconded by Cllr Mrs Marcovecchio, 8 in favour, 1 abstention – Cllr Mrs Gooch.

P1166/20/FUL The Bungalow, Southend Lane, Newent

Removal of condition c (agricultural occupancy) of planning permission G4729/A

Resolved: No Objection. **Record of Voting:** Proposed Cllr Mrs Wadley, Seconded by Cllr Mrs Moseley, 7 in favour, 1 against, 1 abstention.

Cllr Mrs Gooch left the meeting at this point.

P1180/20/Ag Agricultural and Forestry Development

Application for determination as to whether prior approval is required for further details. Carswalls Farm, Tewkesbury Road, Upleadon. Prior notification for the erection of an extension to existing agricultural building.

Cllr Ralph left the meeting during part of the discussion of the application.

Resolved: No Objection. **Record of Voting:** Proposed by Cllr Mrs Duffield, Seconded by Cllr Mrs Draper, 7 in favour, 1 abstention.

Cllr Mrs Gooch returned to the meeting.

27.7.2 To note planning decisions

Consent

P0812/20/FUL St Michael's Cottage, 33 Church St, Newent – Installation of an air source heat pump

P0783/20/FUL Sunnyview Cottage, Cliffords Mesne, Newent – Erection of a two storey side and rear extension (part-retrospective)

Members noted the planning decisions.

27.8 Estate Management

27.8.1 To give consideration to Electrical Contractor's report

The Estates Supervisor advised the Council utilised the services of NICIEC registered approved contractors for all of its electrical requirements. However, it was sometimes difficult to find contractors locally who were registered with this accreditation. Other well known accreditation organisations are ELECSEA – National Inspection Council for Electrical Installation Contracting, KUKAS – United Kingdom Accreditation Service and NAPIT – National Association of Professional Inspectors and Testers. The Estates Supervisor requested the Council agree that these contractors can be used to carry out electrical works on Council owned properties.

Resolved: The Council agree to utilise Electrical contractors who are registered with these organisations. **Record of Voting:** Proposed by Cllr Mrs Gooch, Seconded by Cllr Mrs Howley, All in favour.

27.8.2 To give consideration to Volunteer Water Bailiff report

Members gave consideration to the Volunteer Water Bailiff's report which stated that the majority of people who were fishing at the Lake held current fishing permits and licences and did so within the rules whilst respecting other lake users and wildlife. However, concerns were raised with regard to the theft of fish and the use of invalid permits. The recommendation was that fishing permits are taken from permit holders breaking the rules and that they are sent a letter confirming they are banned from fishing at the Lake.

Members discussed the penalties for breaking the rules and that a time limit needed to be put on depending on the severity of the rule broken, albeit it was acknowledged this would be difficult to manage.

All incidents were reported to the Police and a log kept. Whilst some Members considered those who stole fish from the Lake should be prosecuted, it was again acknowledged, proof would need to be made.

Cllr Mrs Howley advised that signage was being obtained regarding fishing at the Lake in several different languages in order to make as many people as possible aware of the rules.

Resolved: For breaking the rules of fishing at the Lake, a ban be imposed until the end of the season. **Record of Voting:** Proposed by Cllr Mrs Howley, Seconded by Cllr Heathfield, All in favour.

Cllr Mrs Wadley requested this matter be put to the Police at the Council's next meeting with them.

27.9 To consider quotations for new website and award contract

Members were advised that the provider of the Council's current website provider was no longer able to support the site and had given notice to this effect. This situation coincides with the legal requirement for public sector bodies to conform to WCAG (Website Content Accessibility Guidance) by 23 September 2020. Quotations had been sought with local web-designers to provide a new website for the Council which incorporates the WCAG regulations. Members were furnished with each Company's detailed descriptions of provision of a new website for the Council together with examples of websites previously built by them.

Company A	Set up £399. Web hosting. Help and support £200 per annum. Copy over info from existing site £285. Upgrade to 1Gb if found to be required £30 per annum
Company B	Set up £450 plus vat followed by ongoing subscription of £45 plus vat per month (min term 12m)
Company C	£1450 plus vat per annum. Initial migration of current site before end of Sept £350 plus vat

Resolved: Company B be accepted. **Record of Voting:** Proposed by Mrs Gooch, Seconded by Cllr Mrs Howley, All in favour.

27.10 To appoint member(s) to produce monthly newsletter

It was agreed that this matter would be deferred until the next meeting following two Members who were absent, who may take on its future production.

27.11 Christmas Lights Committee update

The Chair of the Christmas lights committee gave an update in that some of the lights were to be upgraded and some new lights would be added. It was hoped that a tree could be installed. Whilst the Christmas switch-on event would not be possible due to Covid-19, it might be possible to have a virtual switch-on. Further news about this to be reported at the end of September.

27.12 To approve the Youth Advisory Group's updated Terms of Reference

Cllr Heathfield reported that students, Council Chair and Clerk had met to discuss making the group more informal and to encourage more youth inclusion. They were now looking forward to working with the Chill Out group and the Aston Project group.

Resolved: The Youth Advisory Group's Terms of Reference by updated. **Record of Voting:** Proposed by Cllr Heathfield, Seconded by Cllr Mrs Gooch, All in favour.

The Mayor declared the meeting closed at 20.35.