

NEWENT TOWN COUNCIL

Minutes of the online Newent Town Council Meeting held on 27th July 2020 at 7pm

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

Also present – Assistant to the Clerk and 2 member of the public, later to be joined by 2 further members of the public and District Cllr Vesma

Public Participation Session: None.

25.1 Apologies - Town Clerk

25.2 Declaration of Interests

A Declaration of Interest was received from Cllr Mrs Howley – Planning application P0857/20/FUL 1 Glebe Rd, Newent, GL18 1BJ
Erection of a single storey side/rear extension with associated works

25.3 Approval of the Minutes of the Meeting held on 13 July 2020

Resolved: The Minutes of the Council Meeting held on 13 July 2020 were approved following amendments:-

P.780 24.6.1 Forest of Dean District Council – suggestions for street names for development of 12 properties. Resolution: All of the birds *insert* of prey names be chosen. Amend “Hobbie” to “Hobby” and Peregrin to Peregrine

P.781 Cllr Mrs Moseley left the meeting at this juncture – add - due to connectivity issues.

P.783 24.10 Annual Governance Statement 2019/20. Amend Record of Voting 10 in favour, 1 abstention.

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

25.4 Clerk’s update and matters arising from previous Minutes

The fixed Electrical testing has been undertaken

The Council’s audit submission has been sent to External Auditors

Tree works have been undertaken by Western Power as agreed.

The Play areas have been re-opened

The town promotions advertisement was inserted in the New-Ad on 17th July and also published on social media

All other actions completed and letters sent as required

25.5 Councillor vacancy

The Mayor advised that a Casual vacancy had arisen following the resignation of Cllr Mrs June Davies from the Council. The Vacancy would be advertised in the usual way co-option is undertaken if an Election was not called. If an Election was called this would not take place now until May 2021.

25.6 Finance

25.6.1 To approve accounts to be paid

Payments made since last meeting

| | | |
|-------|------|---------|
| Wages | BACS | 8552.02 |
|-------|------|---------|

Barclaycard Transactions:

| | | |
|-------------------|--|------------|
| | | Total £ |
| Fasthost Internet | | 6.00 |
| Fasthost Internet | | 13.85 |
| Ticketsource | | -35.30 |
| Stagedepot | | 64.68 |
| Zoom | | 14.39 |

Direct Debit/Standing Order/BACS payments March:

| | Payment type | Total |
|-------------------------------------|--------------|---------|
| Lex Autolease | DD | 605.41 |
| Lloyds Bank | DD | 5.00 |
| Allstar | DD | 158.80 |
| Allstar | DD | 5.34 |
| Newent Association for the Disabled | BACS | 35.00 |
| GCC | BACS | 3048.63 |
| HMRC | BACS | 2174.46 |

Payments to be considered

| | Chq No. | £ |
|----------------------------------|---------|---------|
| | | £ |
| Viking | 15477 | 363.47 |
| Network Connections | 15478 | 765.00 |
| Vision Office Technical Services | 15479 | 38.46 |
| Siemens | 15480 | 168.00 |
| SAFPRO | 15481 | 95.85 |
| Calfordseaden | 15482 | 7200.00 |
| GAPTC | 15483 | 25.00 |
| L Ellis | 15484 | 101.92 |

Resolved: The above expenditure is approved, to a value of £23,405.98 **Record of Voting:** Proposed by Cllr Mrs Moseley, Seconded Cllr Mrs Duffield, All in favour.

25.6.2 To receive budget update

Members considered the budget update for June. It was noted that a bank reconciliation was not included and this was asked to be sent to Members. **Resolved:** the budget update for June be approved. **Record of Voting:** Proposed by Cllr Ms Birkan, Seconded by Mrs Wadley, All in favour.

25.7 To consider response required to correspondence/consultations received.

25.7.1 Linden Homes – to consider adopting public open spaces

Members considered the request to give consideration to adopting the public open space and play area at Onslow Road Newent. Members were reluctant to agree given there were no details of a commuted sum, nor of the on-going costs in future years to maintain the area including the play equipment. One Member refuted the statement that the land had been maintained by Linden Homes since the Forest of Dean District Council had refused responsibility for it, stating that it had never been maintained.

Resolved: The Town Council refuse the invitation from Linden Homes and that they take on and maintain at their own cost, and abide by their legal agreement. **Record of voting:** Proposed by Cllr Mrs Gooch, Seconded by Cllr Beard, All in favour

25.7.2 The Local Government Association – New model code of conduct consultation

Members considered the new Model Code of Conduct consultation. **Resolved:** Full agreement given to the Model Code of Conduct consultation. **Record of Voting:** Proposed Cllr Ms Birkan, Seconded by Cllr Mrs Duffield, 9 in favour, 2 abstentions.

(Cllr Mrs Howley left the meeting at this juncture)

25.8 Planning

25.8.1 Planning applications to be considered:-

P0857/20/FUL - 1 Glebe Rd, Newent

Erection of a single storey side/rear extension with associated works

Resolved: No Objection. **Record of Voting:** Proposed by Cllr Mrs Wadley, Seconded by Cllr Beard, 8 in favour, 2 abstentions.

(Cllr Mrs Howley returned to the meeting at this juncture)

25.8.2 To note planning decisions

Consent

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.

P0523/20/FUL 1 The Stables, Southend Lane, Newent

Variation of Condition 02 (Approved Plans) of planning permission P0415/19/FUL to add dormers in roof to front and side aspects

P0368/20/FUL Yew Tree Cottage, Malswick, Newent

Construction of an outdoor Manege with associated works (retrospective)

Members noted the planning decisions

25.8.3 To note Notice of Appeal – Appeal by Digaway and Clearway Ltd

Appeal by Digaway and Clearway Ltd

Site: Kings Arms Inn, Ross Rd, Newent, Glos GL18 1BD

Development: Appeal against enforcement notice

Planning Inspectorate Ref APP/P1515/C/19/3237554

An appeal has been made against an Enforcement Notice issued by the Forest of Dean District Council following, without planning permission, the material change of use of land for parking purposes and subsequent construction of a car park, additional vehicle access and associated access drive. The Appeal will be determined on the basis of a Public Inquiry.

Members noted this information.

25.9 Estate Management

25.9.1 To consider extending mole control service contract

Members considered mole control still needed to be undertaken.

Resolved: the service contract be continued. **Record of Voting:** Proposed by Cllr Mrs Howley, Seconded by Cllr Mrs Wadley, 10 in favour, 1 abstention.

25.10 To review and adopt Standing Orders, Code of Conduct and Financial Regulations

1. Code of Conduct

Amendments to the Council's Code of Conduct were put forward:-

Members' Obligations – **add** "Ensure public resources are used prudently and in the public interest."

Appendix A – Interests of - **delete** proposed addition of 5. Family not necessarily living with, 6. Friend

Resolved: The amendments put forward be agreed **Record of Voting:** Proposed by Cllr Beard, Seconded Cllr Mrs Marcovecchio, 7 in favour, 4 abstentions.

2. Standing Orders

Amendments to the Council's Standing Orders were put forward:-

Meetings Generally – **Resolved:** e) delete in respect of the business on the agenda. **Record of Voting:** Proposed Mrs Gooch, Seconded by Cllr Mrs Wadley, 7 in favour, 2 against, 2 abstentions.

Resolved: g) add unless agreed by the Chairman – **Record of Voting:** All in favour

Resolved: r) add a tied vote – **Record of Voting:** All in favour

A proposal was made at this point that the remainder of the changes are voted upon each one without comment which would speed up the process.

Resolved: the changes to the document be made in this way. **Record of Voting:** Proposed by Cllr Ms Birkan, Seconded by Cllr Mrs Gooch, All in favour.

Annual Council meeting - **Resolved:** l) add entire paragraph – **Record of Voting:** 10 in favour, 1 abstention

Code of Conduct and dispensation - **Resolved:** e) delete - **Record of Voting:** Proposed Cllr Mrs Gooch, Seconded by Cllr Beard, 5 in favour, 4 against, 2 abstentions.

Communicating with District and County or Unitary Councillors **Resolved:** a) add and relevant papers and b) delete to be copied to all ward councillors and add to the relevant authority to be copied to ward/division councillors **Record of Voting:** Proposed by Cllr Beard, Seconded by Cllr Mrs Gooch, 10 in favour, 1 abstention.

It was further agreed that due to editing, references to 18 a) on P.18 and 22 b) on P.22 needed to be amended to show correct position in document.

3. Financial Regulations

Amendments to Financial Regulations were put forward.

General – Resolved: 1.6 delete entire first line, Second para – delete may give rise to disciplinary proceedings. 1.7 – add and would automatically result in a code of conduct complaint. **Record of Voting:** Proposed Cllr Mrs Wadley, Seconded by Cllr Mrs Duffied, All in favour.

Cllr Mrs Draper proposed at this point the remainder of the proposed changes to the Financial regulations be accepted. This was not seconded.

Cllr Mrs Howley referred to P.9 of the document and raised potential issues with all payments being effected by BACS and a long discussion ensued on this matter.

Resolved: It was agreed at this point to defer consideration of the remainder of the document to the next meeting. **Record of Voting:** Proposed by Cllr Mrs Wadley, Seconded by Cllr Mrs Gooch, All in favour

25.11 To consider tree planting project report – Cllr Mrs Howley

Members considered the tree planting project report – a joint project between the Council and the wider community. The Tree Charter group has identified various trees that would be visually attractive to the visitors to the Lake, together with support for the wildlife and the environment. They have applied and been successful in securing grant funding from Severn Trent's biodiversity fund in the sum of £600 for this project. Request support from the Council to carry this work out in the Autumn at no expense to the electorate.

Further, due to Covid 19 they were unable to celebrate VE day and unlikely to celebrate VJ day in August. Would request the Council consider when planting in this area, they plant a tree of peace (using the grant money) inviting the Royal British Legion and Rev S Mason to be involved in planting the tree and holding a short ceremony of thanksgiving. Interested parties wishing to place a plaque explaining the tree's representation could be done at their own expense either at the time of planting or in the future.

Resolved: The report be accepted and those thanked for submitting it.
Record of voting: Proposed by Cllr Beard, Seconded by Cllr Duffield, 8 in favour 3 abstentions.

25.12 To consider appointing a Town Promotions working group – Cllr Mrs Gooch

This is a proposal for a working group of 2 or 3 Councillors to review and bring forward new ideas for the marketing and promotion of Newent town and parish as a Destination, Visitor attraction and Shopping experience. The terms of reference are to review the Council's advertisements, subscriptions, and memberships to include Social Media, Forest and Wye

Valley Tourism, Town leaflets, signage, maps and celebrations of notable dates and events; to engage with outside organisations, businesses and others as necessary and to report back to Council with recommendations for consideration.

Cllr Mrs Gooch emphasised that this did not mean existing promotions would be changed – it was just to review everything.

Some reservations were made with regard to this repeating what the Council already had in place ie an Events Committee but other Members felt that this was about more than events and encompassed a bigger picture.

Resolved: A Working Group be set up as proposed consisting of Cllrs Mrs Howley, Mrs Duffield, Mrs Wadley, Heathfield. **Record of Voting:** Proposed by Cllr Mrs Gooch, Seconded by Cllr Beard, All in favour.

25.13 To consider holding additional Council meetings in August

Members considered there was a need to hold a further meeting in August to deal with backlog of work.

Resolved: One additional meeting be added to the scheduled meeting in August be held. **Record of Voting:** Proposed by Cllr Ms Birkan, Seconded by Cllr Mrs Wadley, All in favour.

25.14 Councillor Disclosable Pecuniary Interests – update reminder

Members were reminded that they could view their Disclosable Pecuniary Interests on the Council website where they could check that these were up-to-date and look to amend it necessary.

The Mayor declared the meeting closed at 20.45 pm