

NEWENT TOWN COUNCIL

Minutes of a meeting of Newent Town Council held on **Monday 23rd May 2022** at Newent Community School, Watery Lane, Newent at 7.30 pm.

Present: Councillors Mrs C Howley, Mrs M Duffield, Mrs G Moseley, Mrs R Wadley, Mrs J Gooch, Mrs C Birkan, Mrs K Draper, and Mrs K Selwyn,

Also present – The Clerk and 2 Members of the public

Public Participation Session

There were no public speakers

1. To note apologies for absence

Apologies were accepted from Councillors Mr R Beard, Mr A Ralph, Mrs S Marcovecchio and Mrs W Odhiambo

2. Declarations and Interest on items on the agenda

Councillor Mrs K Draper declared an interest in Item 5.1: To approve the accounts to be paid.

3. To sign as a correct record the Minutes of the Council meeting held on Monday 9th May 2022

Subject to the following amendments:

Item 10 Councillor Mrs J Gooch was proposed by Councillor Mrs R Wadley and seconded by Councillor Mrs C Birkan.

Item 10

By majority decision Councillor Mr R Beard was appointed as Chairman of the Regeneration Committee.

Item 12

- a) Snow & Flood Wardens
By majority decision Councillors Mrs K Selwyn and Mrs C Birkan were appointed as Snow Wardens & Flood Wardens.
- b) Emergency Planning Co-ordinators
By majority decision Councillors Mrs K Selwyn and Mrs C Birkan were appointed as Emergency Planning Co-ordinators.

Planning applications received from the Forest of Dean District Council for consideration by Newent Town Council at its meeting on Monday 09 May 2022.

3. P1960/21/FUL 17 The Scarr Newent Gloucestershire GL18 1DQ
Proposed erection of a steel framed agricultural building for the housing of livestock.

The council by majority decision agreed to make “No Objection” to this application.

The Council by majority decision agreed that the Minutes were a true and accurate summary of the meeting and were duly signed by the Chairman.

4. Clerk’s update and matters arising from previous minutes

4.1 To note the Clerk’s Report

A councillor thanked the staff on the successful Angling Trust grant of £4,000 for improving fisheries.

The Clerk’s Report was noted.

Councillor Mrs K Draper left the meeting.

Councillor Mrs C Birkan interrupted the meeting and gave the Chairman and Clerk a letter.

Councillor Mrs C Birkan left the meeting.

5. Finance

5.1 To approve the accounts to be paid

NEWENT TOWN COUNCIL PAYMENTS FOR COUNCIL APPROVAL 23.05.22

Invoices due for payment 03.03.22 – 13.05.22				
Date of Invoice	Payee	VAT	Total	Description
28.04.22	MKM Building Supplies	£3.75	£22.51	Concrete Fence Post and panels lake general maintenance
29.04.22	Pear Technology	£45.00	£270.00	Mapping Software for cemetery; Mappa Pro & Map Link
30.04.22	G D Parker	£2.58	£15.48	Bolts; Gloves; handles and equipment
04.05.22	2Commune	£30.00	£180.00	2Commune renew, host and manage domain name newenttowncouncil.gov.uk to 04.08.24 (renewable every 2 years)
04.05.22	Newent Community School	£0.00	£144.90	Hall Booking 11th 25th 27th April 2022

06.05.22	ROSPA Play Safe Play	£56.00	£336.00	ROSPA Play Safety Annual Inspection: Watery Lane; Newent Lake Play areas; Outdoor Gyms; Newent Lake Water
06.05.22	Forest of Dean & Wye Valley - Ignite	£30.00	£180.00	Membership Renewal April 2022-March 2023 for promotion of Newent - online via FoD & Wye Valley site
09.05.22	GAPTC	£0.00	£401.25	Independent auditor Scheme & mileage
09.05.22	GAPTC	£0.00	£332.50	Recruitment for Deputy Clerk post
10.05.22	Peninsula	£18.57	£22.28	Business Safe
12.05.22	Direct Autos	£46.68	£280.07	DS66FDV:Oil, pollen, fuel filters and disposal
13.05.22	Rialtas	£120.00	£720.00	Year End Audit & Online Closedown 2022 Held 12.05.22
13.05.22	Ermin Plant	£31.88	£191.28	1.4 ton mini excavator; diesel; buckets; trailer & ramp; Lake Gateway feature
	Totals	£384.46	£3,096.27	

The Council by unanimous decision approved the accounts to be paid to a value of £ £3,096.27

Councillor Mrs K Draper returned to the meeting.

5.2 To note the RFO Report

	RFO REPORT 5.2			
	NEWENT TOWN COUNCIL RFO REPORT			
	PAYMENTS MADE SINCE 03.05.22			
	Finance & Sundry Payments Made			
	Presented to Council 23.05.22			
	Direct Debits & Standing Orders Paid			SO= Standing Order
				DO= Direct Debit
Date	Payee	Total	Description	Method
03.05.22	Glebe Chapel	£450.00	Monthly rent May 2022	SO

03.05.22	EE Limited	£100.26	Monthly Charge Plan 23.04.22-22.05.22	DD
03.05.22	Lex Autolease	£378.98	Lease: BW69KZB 28.04.22-27.05.22	DD
04.05.22	AllStar	£113.62	Fuel: DS66FDV	DD
06.05.22	BT Group	£54.12	Charges 01.04.22-30.04.22	DD
09.05.22	Spoton	£54.00	Internet Monthly Charge	DD
11.05.22	Viking Office Supplies	£43.09	A4 printing paper; stamps/ writing pads	DD
12.03.22	Lloyds Bank Charges	£10.93	Service Charges 10.03.22-09.04.22	SO
	Totals	£1,205.00		

As of 13.05.22	Funds available to Council	
	Earmarked reserves Balance	£139,351.26
	Business Account Balance (ending 1229) General Reserves	£236,823.64
	Business Account Balance (ending 1008) account used for payments	£12,324.81
	Total in Lloyds Bank accounts available to Council	£388,499.71

The RFO Report was noted.

6. Internal Audit Report – GAPTC

6.1 To receive and note the Internal Audit Report with recommendations

The Finance & Staffing Committee is to receive the report and recommendations.

The report identified that although councillors can claim relevant expenses councillors did not claim individual expenses for the financial year ending 31.03.22.

A councillor identified that VAT would need to be clarified by the council, especially if building on the recreation ground trust land.

The Clerk is seeking additional information on VAT and building projects.

The council received and noted the Internal Audit Report with recommendations.

7. Public Spaces Protection Order

7.1 Council to agree to support the renewal of the Public Space Protection Order (PSPO) within Newent.

A discussion occurred where councillors identified several locations that were causing concerns, and which would benefit from a PSPO. Further discussion occurred regarding policing and PCSO's enforcement and confiscation powers, in relation to the PSPO, which needed clarification.

The Clerk to contact the Inspector for Newent for further clarification.

The Council, by majority decision agreed to support the renewal of the Public Space Protection Order (PSPO) within Newent.

8. Councillor Training with GAPTC

8.1 To undertake training with GAPTC with payment being made from the Training Budget for £400.00 plus mileage for the trainers

Discussion occurred regarding the training, which is not compulsory, however it would be good practice to attend.

Council by unanimous decision agreed to undertake training with GAPTC with payment being made from the Training Budget for £400.00 plus mileage for the trainers.

9. To agree the following policies

9.1 Driving at Work

The Council by unanimous decision agreed that the Driving at Work Policy be taken to the Finance and Staffing Committee.

9.2 Equality Policy

The Council by unanimous decision agreed the Equality Policy.

9.3 Absence Management

The Council by unanimous decision agreed that the Absence Management Policy will be taken to the Finance and Staffing Committee.

9.4 Display Screen Equipment

The Council by unanimous decision agreed that the Display Screen Equipment Policy will be taken to the Finance and Staffing Committee.

10. Estate Supervisors Report

10.1 To note the Estate Supervisor's Report

The council thanked the staff team for the bunting that has been erected across the town.

A councillor asked about removal of a Mulberry Tree, root and stump and whether it was suitable to replant the Jubilee Oak Tree in the same hole.

The Clerk to find out the information.

The Estate Supervisor's report was noted

The Mayor closed the meeting at 8.23pm