

NEWENT TOWN COUNCIL

Minutes of a meeting of Newent Town Council held on **Monday 26th September 2022** at Newent Community School, Watery Lane, Newent at **7.47pm**.

Present: Councillors Mrs C Howley (Chairman), Mr E Wood, Mrs S Marcovecchio, Ms C Stone, Mrs G Moseley, Mrs M Duffield, Mrs J Gooch, Mr R Beard, Mrs W Odhiambo and Mrs K Draper

Also present – The Clerk and 17 members of the public.

The council held a moment of reflection for HM The late Queen Elizabeth II and for the Accession of King Charles III.

Public Participation Session

Speaker 1

A member of the public spoke in favour of the grant application 12.1 To consider and decide on the grant application submitted by Newent Initiative Trust, for £10,000.

Speaker 2

A member of the public spoke in favour of the grant application 12.1 To consider and decide on the grant application submitted by Newent Initiative Trust, for £10,000.

Speaker 3

A member of the public spoke in favour of the grant application 12.2 To consider and decide on the grant application submitted by St Mary's Church, Children and Young People and Students Service, for £5,800.

Speaker 4

A member of the public spoke in favour of the grant application 12.2 To consider and decide on the grant application submitted by St Mary's Church, Children and Young People and Students Service, for £5,800.

Speaker 5

A member of the public spoke in favour of the grant application 12.1 To consider and decide on the grant application submitted by Newent Initiative Trust, for £10,000.

Speaker 6

A member of the public spoke in favour of the grant application 12.1 To consider and decide on the grant application submitted by Newent Initiative Trust, for £10,000.

Speaker 7

A member of the public spoke in favour of the grant application 12.3 To consider and decide on the grant application submitted by Canopy Arts, for £5,550.

1. To note apologies for absence.

Apologies were accepted from Councillors Mrs K Selwyn, Mr D Tinson and Mrs R Wadley.

2. Declarations of Interest on items on the agenda.

The following councillors made declarations of interest on items on the agenda.

Councillor Ms C Stone

- 12.1 To consider and decide on the grant application submitted by Newent Initiative Trust, for £10,000.

Councillor Mrs G Moseley

- 7.2 To review and approve the Allotment Tenancy Agreement
- 7.3 To approve the allotment competition
- 8.1 To decide allotment fees for 1st November 2022 to 31st October 2023

Councillor Mrs C Howley

- 7.2 To review and approve the Allotment Tenancy Agreement
- 7.3 To approve the allotment competition
- 8.1 To decide allotment fees for 1st November 2022 to 31st October 2023

Councillor Mrs K Draper

- 12.1 To consider and decide on the grant application submitted by Newent Initiative Trust, for £10,000.

Councillor Mr R Beard

- 12.2 To consider and decide on the grant application submitted by St Mary's Church, Children and Young People and Students Service, for £5,800

3. To approve the Minutes of Council Meeting held on Monday 25th July 2022

The council resolved by majority decision 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

The Clerk's Report was noted.

The council thanked the clerk regarding the training courses that he had undertaken.

5. Finance

5.1 To approve the accounts to be paid.

Payee	Total (£)	Description
Air Water Fish Ltd	1,039.46	Replacement aerator taken from Environment Agency Grant
Flowercraft of Newent	90.00	Queen Elizabeth II flowers
Forest Products Ltd	35.51	Machine Ground Tools
Forest Products Ltd	7.80	Machine Rails
Forest Products Ltd	96.00	Sawn Timber Bench legs
MKM Building Supplies	21.48	Polyfast Polyethylene
MKM Building Supplies	30.82	Polyfast Polyethylene
nPower	21.93	CCTV Electric 01.08.22-31.08.22
Peninsula H&S	22.28	Business Safe
Total	1,365.28	

The Council by unanimous decision approved the accounts to be paid to a value of £1,365.28.

Bank Reconciliation of 30.06.22

5.2. To note Bank Reconciliation for 30.06.22

The Bank Reconciliation for 30.06.22 was noted

Current Account: £24,832.41

Deposit Account: £198,346.72

Total £223,179.13

5.3 To note Cashbook for 30.06.22

The Cashbook for 30.06.22 was noted.

5.4 To note Earmarked Reserves 30.06.22

The Earmarked Reserve for 30.06.22 was noted.

Closing Balance £136,472.40

Bank Reconciliation of 31.07.22

5.5 To note Bank Reconciliation for 31.07.22

The Bank Reconciliation for 31.07.22 was noted.

Current Account	£25,351.57
Deposit Account	£178,349.68
Total	£203,701.25

5.6 To note Cashbook for 31.07.22

The Cashbook for 31.07.22 was noted.

5.7 To note Earmarked Reserves 31.07.22

The Earmarked Reserves for 31.07.22 was noted.

Closing Balance £134,803.91

Bank Reconciliation of 31.08.22

5.8 To note Bank Reconciliation for 31.08.22

The Bank Reconciliation for 31.08.22 was noted.

Current Account £30,974.63

Deposit Account £158,360.27

Total **£189,334.90**

5.9 To note Cashbook for 31.08.22

The cashbook for 31.08.22 was noted.

5.9.1 To note Earmarked Reserves 31.08.22

The Earmarked Reserves for 31.08.22 was noted.

Closing Balance £134,747.66

5.9.2 Income & Expenditure Report 31.08.22

The Income & Expenditure Report for 31.08.22 was noted.

6. Planning & Environment Committee Vacancy

6.1 To nominate representation to be on the Planning & Environment Committee (1 Member)

The Council by unanimous decision elected Councillor Mrs M Duffield to be on the Planning & Environment Committee.

7. To review policies

7.1 To review and approve the following policies

(a) Busking – There has been no alteration to this policy

The Council by unanimous decision approved the Busking Policy.

(b) Provision of Memorial Trees - There has been no alteration to this policy

The Council by unanimous decision approved the Provision of Memorial Trees.

(c) Provision of Memorial Benches - There has been no alteration to this policy

The Council by unanimous decision approved the Provision of Memorial Benches.

Councillors Mrs C Howley and Mrs G Moseley left the meeting.
The meeting was chaired by the Vice Chairman, Councillor Mrs M Duffield.

7.2 To review and approve the Allotment Tenancy Agreement

The Council by majority decision approved the Allotment Tenancy Agreement.

7.3 To approve the allotment competition

The Council by unanimous decision approved the allotment competition.

8. To decide Allotment fees for 1st November 2022 to 31st October 2023

8.1 To decide allotment fees for 1st November 2022 to 31st October 2023

A councillor proposed an increase of £1.00 (one pound) on each tenancy areas for the next 12 months.

The Council by majority decision resolved that the allotment fees will increase by £1.00 (one pound) for each tenancy area for 1st November 2022 to 31st October 2023.

Councillors Mrs C Howley and Mrs G Moseley returned to the meeting.
The meeting was chaired by the Chairman of the Council, Councillor Mrs C Howley.

Standing Orders were suspended at 8.25pm and the meeting reconvened at 8.28pm.

9. Small Authorities Audit Appointments (SAAA)

9.1 To decide on whether to Option to opt out of the Small Authorities Audit Appointments (SAAA) central external auditor appointment arrangements

The Council by unanimous decision resolved to remain within the Small Authorities Audit Appointments (SAAA) central external auditor appointment arrangements.

10. Member appointments

10.1 To appoint Members from nominations on the under mentioned bodies as required

a) Wye Valley & Forest of Dean Tourism Association (1 Member)

The Council by unanimous decision elected Councillor Mrs J Gooch to be on Wye Valley & Forest of Dean Tourism Association.

b) Forest Youth Association (part of Forest Voluntary Action Forum) (1 Member)

The Council by unanimous decision elected Councillor Mrs J Gooch to be on the Forest Youth Association (part of Forest Voluntary Action Forum).

11. Newent Neighbourhood Development Plan Steering Group

11.1 To note the minutes of the meeting 18.05.22

The minutes of the meeting held on 18.05.22 were noted

11.2 To note the minutes of the meeting 15.06.22

The minutes of the meeting held on 15.06.22 were noted.

Councillor Mrs G Moseley left the meeting.

12. Grant Applications

The Chairman re-ordered the agenda and suggested that Item 12.3 To consider and decide on the grant application submitted by Canopy Arts, for £5,550, be considered as a Town Event, to be taken from code 371 Town Event Earmarked Reserve of £5,500.

A councillor proposed that the Canopy Arts Grant to be considered, be taken from code 371 Town Event Earmarked Reserve of £5,500.

The Council by unanimous decision approved that the Canopy Arts Grant to be considered, be taken from code 371 Town Event Earmarked Reserve of £5,500.

The Council by unanimous decision approved the Canopy Arts Grant and that the Grant be taken from code 371 Town Event Earmarked Reserve of £5,500.

Councillors Mrs K Draper, Mrs W Odhiambo and Ms C Stone left the meeting.

12.1 To consider and decide on the grant application submitted by Newent Initiative Trust, for £10,000

The Chairman commented that there is £13,200 remaining in Section 137 Grant Donations, with current applications totalling £15,800.

It is suggested that both can receive funding based on a percentage reduction.

This will also mean that all monies will be used from Section 137 Grant Donations with non-available in March 2023, if any applications are received, from that budget.

A named and Recorded Vote was called for regarding Grant Applications.

Councillor Mr R Beard left the meeting.

A councillor proposed that Item 12.1 To consider and decide on the grant application submitted by Newent Initiative Trust, for £10,000, be reduced to £9,000 with the balance of £4,200 to be provided to Item 12.2 To consider and decide on the grant application submitted by St Mary's Church, Children and Young People and Students Service, for £5,800.

Proposed by Councillor Mrs J Gooch Seconded by Councillor Mrs C Howley

An amendment was proposed by Councillor Mr E Wood.

For 12.1 To consider and decide on the grant application submitted by Newent Initiative Trust, for £10,000, to receive the full £10,000 grant and for the remainder of £3,200 to be provided to Item 12.2 To consider and decide on the grant application submitted by St Mary's Church, Children and Young People and Students Service, for £5,800.

A vote was taken on the amendment.

In Favour: Councillors Mr E Wood and Mrs M Duffield

Against: Councillors Mr C Howley, Mrs S Marcovecchio and Mrs J Gooch.

Abstain: None

The amendment was not carried forward.

The Council voted on the substantive motion.

Item 12.1 To consider and decide on the grant application submitted by Newent Initiative Trust, for £10,000, be reduced to £9,000 with the balance of £4,200 to be provided to Item 12.2 To consider and decide on the grant application submitted by St Mary's Church, Children and Young People and Students Service, for £5,800.

A vote was taken on the substantive motion.

In Favour: Councillors Mr C Howley, Mrs S Marcovecchio and Mrs J Gooch.

Against: Councillors Mr E Wood and Mrs M Duffield

Abstain: None

The motion was carried.

The Council by majority decision approved the grant to Newent Initiative Trust for £10,000 be reduced to £9,000.

12.2 To consider and decide on the grant application submitted by St Mary's Church, Children and Young People and Students Service, for £5,800

The Council by majority decision approved the grant submitted by St Mary's Church, Children and Young People and Students Service, for £5,800 be reduced to £4,200.

Councillors Mr R Beard, Ms C Stone and Mrs K Draper returned to the meeting.

13. Regeneration Committee Terms of Reference

13.1 That the Regeneration Committee Terms of Reference be changed to allow for no fewer than seven members, with a quorum of four members, the meeting Chairperson to have a casting vote, if necessary, this to allow business to proceed unhindered.

The Council by unanimous decision resolved that the Regeneration Committee Terms of Reference be changed to allow for no fewer than seven members, with a quorum of four members, the meeting Chairperson to have a casting vote, if necessary, to allow business to proceed unhindered.

14. Regeneration Committee- ringfence £15,000 from Community Project Budget for costs towards building the pavilion

14.1 That the sum of £15000.00 be retained in the Communities' budget to offset shortfall in the new community build project on the Recreation Ground, as described in the budget heading and set/agreed on the 24th January 2022 by the Council.

A councillor proposed that the sum of £15,000 is to be held in the Communities Projects budget to provide as a grant, if needed to the Recreation Trust towards a potential community build project.

The Council by majority decision resolved that the sum of £15,000 is to be held in the Communities Projects budget to provide as a grant, if needed to the Recreation Trust towards a potential community build project.

15. Regeneration Committee – Recreation Trust

15.1 That the Recreation Trust be requested to take on the construction of the new community build, and receive and make payments accordingly, that the new building be an asset of the recreation trust and be promoted for use by all of the community.

It was noted that 15.2 should read Regeneration Committee Not Recreation Committee.

A named and Recorded Vote was called for regarding Regeneration Committee, Recreation Trust items.

A councillor proposed that the Recreation Trust be requested to follow the recommendations (16,17,18,19) provided by the Parkinson Partnership, in consideration of the construction of a new community build, receive and make payments accordingly.

Proposed by Councillor Mrs J Gooch Seconded by Councillor Mr E Wood.

In Favour: Councillors Mr C Howley, Mrs S Marcovecchio, Mrs J Gooch, Ms C Stone, Mr E Wood, Mrs M Duffield, Mr R Beard and Mrs K Draper

Against: None

Abstain: None

The Council by unanimous decision resolved that the Recreation Trust be requested to follow the recommendations (16,17,18,19) provided by the Parkinson Partnership, in consideration of the construction of a new community build, receive and make payments accordingly.

15.2 That the Regeneration Committee recommends that any donations made to the building of this new build be made to the Recreation Trust and held in their bank account.

Proposed by Councillor Mrs C Howley Seconded by Councillor Mrs K Draper.

In Favour: Councillors Mr C Howley, Mrs S Marcovecchio, Mrs J Gooch, Ms C Stone, Mr E Wood, Mrs M Duffield, Mr R Beard and Mrs K Draper

Against: None

Abstain: None

The Council by unanimous decision resolved that the Recreation Committee recommends that any donations made to the building of this new build be made to the Recreation Trust and held in their bank account.

16. Christmas Light's--Setting up a Working Group

16.1 A working group is set up, with up to 5 councillors, from across the council.

A named and Recorded Vote was called for regarding setting up a Working Group for the Christmas lights.

It was commented that the new Christmas lights are low, energy efficient and cost-effective lighting, and that the council is mindful of costs.

Proposed by Councillor Mrs K Draper Seconded by Councillor Ms C Stone.

In Favour: Councillors Mr C Howley, Mrs S Marcovecchio, Ms C Stone, Mr E Wood, Mrs M Duffield, Mr R Beard and Mrs K Draper

Against: None

Abstain: Mrs J Gooch

The Council by majority decision resolved that a working group is set up, with up to 5 councillors, from across the council.

The Working Group will comprise of Councillors Mrs M Duffield, Mrs C Howley and Mrs K Draper.

16.2 That costs for the event are taken from the Christmas lights budget, up to the value of £5,000.00.

A named and Recorded Vote was called for regarding setting up a Working Group for the Christmas lights.

In Favour: Councillors Mr C Howley, Mrs S Marcovecchio, Ms C Stone, Mrs J Gooch, Mr E Wood, Mrs M Duffield, Mr R Beard and Mrs K Draper

Against: None

Abstain: None

The Council by unanimous decision resolved that costs for the event are taken from the Christmas lights budget, up to the value of £5,000.00.

16.3 Subject to agreement with the Chairman of the meeting, that members of the public wishing to assist with this event may join the group but will not have voting rights regarding expenditure, as per Working Group requirements.

A named and Recorded Vote was called for regarding subject to agreement with the Chairman of the meeting, that members of the public wishing to assist with this event may join the group but will not have voting rights regarding expenditure, as per Working Group requirements.

In Favour: Councillors Mr C Howley, Mrs S Marcovecchio,
 Ms C Stone, Mrs J Gooch, Mr E Wood, Mrs M Duffield, Mr R Beard and
 Mrs K Draper
 Against: None
 Abstain: None

The Council by unanimous decision resolved that subject to agreement with the Chairman of the meeting, that members of the public wishing to assist with this event may join the group but will not have voting rights regarding expenditure, as per Working Group requirements.

17. Representation on Outside Bodies Reports

17.1 To note the Ukraine Meetings Report from Councillor Mrs C Howley
 The Ukraine Meetings Report was noted.

17.2 To note District Councillor Mrs Julia Gooch report covering May-September 2022

District Councillor Mrs Julia Gooch report covering May-September 2022 was noted.

18. Warm Spaces Network

The councillors welcomed Councillor Clare Stone to the council and meeting.

18.1 That the council approves working with local public buildings, community organisations and business to identify Warm Space providers and offerings.

The Council by unanimous decision approved working with local public buildings, community organisations and business to identify Warm Space providers and offerings.

18.2 That the council approves collating 18.1 information into a leaflet for local distribution at local information points and through community support organisations.

The Council by unanimous decision approved collating 18.1 information into a leaflet for local distribution at local information points and through community support organisations.

18.3 That the council approves producing supporting posters for display on notice boards in the Warm Spaces themselves.

The Council by unanimous decision approved producing supporting posters for display on notice boards in the Warm Spaces themselves.

18.4 That the council approves for the scheme to be run from November to March.

The Council by unanimous decision approved for the scheme to be run from November to March.

19. Road Closure Proposal for Saturday 26th November 2022

19.1 To approve the road closure for Culver Street to Cleeve Mill Estate from 12.00noon to 7.30pm, for Saturday 26th November 2022, to allow the Green Top market to be positioned along Church Street

The Council by unanimous decision approved the road closure for Culver Street to Cleeve Mill Estate from 12.00noon to 7.30pm, for Saturday 26th November 2022, to allow the Green Top market to be positioned along Church Street

20. Estate Supervisor's Work Report

20.1 To note the Estate Supervisor's Report

The Council by unanimous decision approved of the autumn planting scheme for the price of £1132.05 + VAT to be taken from the Communities Project Budget.

The Estate Supervisor's report was noted

The Chairman closed the meeting at 9.26pm