

# DURSLEY TOWN COUNCIL

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3<sup>rd</sup> May 2017

## TO: EACH MEMBER OF THE DURSLEY TOWN COUNCIL

Dear Sir/Madam,

You are hereby summoned to the Annual Meeting of the Dursley Town Council which will be held in **the Community Meeting Room, the Fire Station, Kingshill Road, Dursley**, on Tuesday 9<sup>th</sup> May 2017 at 7.00 pm.

**Please ensure that you have fully read the agenda and associated documents before the meeting. Should you require any additional information on any of the items, please contact the Clerk prior to the meeting.**

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Crime & Disorder, Health & Safety and Human Rights.

Yours faithfully,



Mr John Kay  
Town Clerk

## AGENDA

### 1. ELECTION OF TOWN MAYOR FOR THE ENSUING YEAR

*(Standing Orders will be suspended for the Town Mayor to sign the Declaration of Acceptance of Office Register. The Town Mayor will then take the Chair, and call for Standing Orders to be reinstated.)*

### 2. TO RECEIVE APOLOGIES FOR ABSENCE

### 3. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST AND ANY REQUESTS FOR DISPENSATIONS

#### 4.1 ELECTION OF DEPUTY MAYOR FOR THE ENSUING YEAR

#### 4.2 TO RECEIVE THE DEPUTY MAYOR PENDANT AND PRESENT TO THE DEPUTY MAYOR

### 5. TO FILL THE VACANCY IN THE OFFICE OF TOWN COUNCILLOR FOR HIGHFIELDS WARD.

### 6. To consider any additional Members' Declarations of Interest or requests for dispensations.

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7. **TO RECEIVE THE LOCAL COUNCIL AWARD SCHEME “QUALITY GOLD” AWARD FROM ALISON ROBINSON, CEO OF GAPTC**
8. **TO RECEIVE REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**
9. **TO RECEIVE A REPORT FROM THE LOCAL NEIGHBOURHOOD POLICE & REDNOCK SCHOOL REPRESENTATIVES.**
10. **TO RECEIVE REPRESENTATIONS FROM THE PUBLIC**
11. **TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 4<sup>th</sup> APRIL 2017 AND THE REVISED MINUTES OF THE EXTRAORDINARY MEETING HELD ON THE 21<sup>ST</sup> MARCH 2017.**
12. **TO CONFIRM THE MEMBERSHIP OF COUNCIL’S STANDING COMMITTEES** and to note that the first meeting of each Committee, in order to elect a Chair and Vice-Chair, will be held immediately after this Annual Meeting of the Council.
  - (a) Green Spaces
  - (b) Town Improvements and Amenities
  - (c) Planning

Membership of the following will be confirmed after the above Committees have elected Chairmen and Vice-Chairmen.

- (d) Policy and Finance (will include the Mayor, Deputy Mayor and the Chairman and Vice-Chairman of each Standing Committee)
  - (e) Staff (will comprise the Mayor, Deputy Mayor, the Chairman of each Standing Committee plus additional councillors if necessary to make a total of 6).
13. **TOWN COUNCIL WORKING PARTIES:**

To elect representatives for the forthcoming period where necessary. (Members list attached.)
  14. **REPRESENTATIVES ON OUTSIDE BODIES:**

To receive an annual report if necessary, from Council’s elected representatives for 2017-2018 on outside bodies and to elect representatives for the forthcoming period where necessary. (Members list attached.)
  15. **BUSINESS RELATING TO COUNCIL FINANCE**
    - (a) **Regarding Council’s accounts for the year ending 31<sup>st</sup> March 2017:**
      - (i) To resolve that the schedule of payments made to 31<sup>st</sup> March 2017 be authorised and signed by the Mayor. (Members: report attached).
      - (ii) To note the income received up to 31<sup>st</sup> March 2017. (Members: report

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attached).

(iii) To resolve that the final budget summary be authorised and signed by the Mayor. (Members: Budget Summary attached)

(iv) To approve the Clerk's recommendation concerning transfers to reserves. (Members: spreadsheet attached).

**(b) Regarding Council's accounts for the current financial year 1st April 2017 to 31st March 2018:**

(i) To resolve that the schedule of payments made since 1<sup>st</sup> April 2017 be authorised and signed by the Mayor (Members: copy attached).

(ii) To note the income received since 1<sup>st</sup> April 2017 (Members: copy attached).

(iii) To receive a monthly budget report. (Members: report attached).

**16. BUSINESS RELATING GREEN SPACES:**

To receive a report from the outgoing Committee Chairman if necessary.

**17. BUSINESS RELATING TO TOWN IMPROVEMENTS AND AMENITIES**

**17.1** To adopt the Minutes of the Town Improvements and Amenities Committee Meeting held on 11<sup>th</sup> April 2017.

**17.2** To receive a report from the outgoing Committee Chairman if necessary.

**18. BUSINESS RELATING TO PLANNING:**

**18.1** To adopt the Minutes of the Planning Committee Meeting held on 18th April 2017.

**18.2** To receive a report from the outgoing Committee Chairman, if necessary.

**18.3** To confirm the recommendations of the Community Project Working Group for the S106 Littlecombe Community Facility Funding (Members: Recommendations attached)

**19. BUSINESS RELATING TO POLICY AND FINANCE:**

**19.1** To adopt the Minutes of the Policy and Finance Committee Meeting held on 18<sup>th</sup> April 2017.

**19.2** To receive a report from the outgoing Committee Chairman, if necessary.

**19.3** To consider the proposal for youth session staffing by The Door Youth Project (Members: Proposal included)

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**19.4** To consider the request to supply four street names for the new Littlecombe Phase 3 Development. (Members: Email & Plan attached)

**19.5** To receive reports and discuss matters arising from the following meetings:

(i)	Future Dursley	12/4/17	Cmttee Members
(ii)	Dursley Business Inclusive	13/4/16	Cllr Abraham
(iii)	Xmas Working Group	20/4/17	Deputy Clerk
(iv)	Youth Centre Management Cmttee	27/4/17	Cmttee Members

**19.6** To note that the Annual Assembly of the Dursley Town Meeting will be held on 23<sup>rd</sup> May 2017 at Dursley Community Centre.

**19.7** To consider the Council insurance arrangements for 2017/18. (Members: Summary attached)

### **20. BUSINESS RELATING TO STAFF**

**20.1** To receive a report from the outgoing Committee Chairman.

**20.2** To receive an update on the position of Apprentice Grounds Person.

### **21. BUSINESS RELATING TO HIGHWAYS**

To receive a report if any, from Council's outgoing Highways Representative.

### **22. BUSINESS RELATING TO COMMUNITY SAFETY**

To receive a report if any, from Council's outgoing Police Representative, on any policing matters relating to the town.

### **23. THE CLERK'S REPORT**

To receive a report. (Members: copies attached).

### **24 INSPECTIONS**

To note that the following Councillors are scheduled to make inspections:

#### Green Spaces:

	CEMETERY	ALLOTMENTS	KINGSHILL PLAY PARK	WM RECREATION GROUND	ST. MARKS	HIGHFIELDS PLAY PARK
<b>MAY</b>	M NICHOLSON	S CRESWICK	S ABRAHAM	J BALL	M LAYBOURNE	W THOMAS
<b>JUNE</b>	J BALL	M NICHOLSON	A SHEFFIELD	B CAIRNS	A STENNETT	S ABRAHAM

#### Street Furniture:

	HIGHFIELDS	KINGSHILL	CENTRAL
<b>May</b>	M WOODWARD	L PATRICK	B CAIRNS

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<b>June</b>	N GRECIAN	M WOODWARD	S CRESWICK
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### Internal audit checks:

<b>May</b>	P HAYES
<b>June</b>	W THOMAS

### **25 The following business will be dealt with in committee:**

**25.1** To resolve to exclude the press and public from the remainder of the meeting by reason of the confidential nature of the business.

**25.2** To receive an update on Community Projects.

### **COMMITTEE MEETINGS WILL IMMEDIATELY FOLLOW THE COUNCIL MEETING IN THE FOLLOWING ORDER:**

Green Spaces  
Town Improvements  
Planning  
Policy and Finance  
Staff

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