

5th August, 2014

DURSLEY TOWN COUNCIL

MINUTES of the PROCEEDINGS at the MEETING of the COUNCIL held in the Methodist Church Rooms, Castle Street, Dursley at 7 pm on Tuesday, 5th August, 2014.

Action Summary:

9228	Support Village Green Application	9233.7	Community Asset Letters
9230.2	Transfer from Reserves	9234.3	Youth Centre Kitchen
9231.4	Sutcliffe Contract	9234.3	Youth Centre Management
9231.5	Play Equipment Upgrade consultation	9234.5	Street Naming Request
9233.4 & 9233.6	New £15,000 Budget - planning advice and assistance	9235.4	Project Administrator Contract
9233.5	Bell Cornwell Response (S.14/0966/OUT)	9235.5	Extension of Temporary Contract

PRESENT

Cllr J Ball, Town Mayor
Cllr C Nelmes, Deputy Mayor

Councillors: S Creswick, V Harding, B Marsh, A Stennett, L Patrick, M Laybourne and N Grecian.

Also present: District Councillor G Wheeler; Mrs H Bojaniwska, Town Clerk, Mrs L Wellings, Deputy Town Clerk and 21 members of the public.

TO RECEIVE APOLOGIES FOR ABSENCE

9222

Apologies for absence were accepted from Councillor T Frankau (personal), R Blackwell-Whitehead (work), M Nicholson (personal), P Hayes, (personal) and F Firth (personal).

MEMBERS' DECLARATIONS OF INTEREST

9223

The Mayor declared a disclosable pecuniary interest in agenda items 9.2 (i) (Minute 9230.2 (i)), 12.4 (Minute 9233.4), 12.5 (Minute 9233.5) and a non pecuniary interest in 13.3 (Minute 9234.3) as a member of the Youth Centre Management Committee.

Councillor Marsh declared a disclosable pecuniary interest in agenda item 12.5 (Minute 9233.5).

Councillor Harding declared a non pecuniary interest in agenda item 11.4 (Minute 9232.4) and a disclosable pecuniary interest in agenda item 12.5 (Minute 9233.5).

TO CONSIDER ANY REQUESTS FOR DISPENSATIONS 9224

No requests for dispensations were received.

VACANCIES IN THE OFFICE OF TOWN COUNCILLOR FOR HIGHFIELDS WARD 9225

None were received.

ADDITIONAL MEMBERS' DECLARATIONS OF INTEREST OR REQUESTS FOR DISPENSATIONS 9226

None were received.

COUNTY AND DISTRICT COUNCILLOR REPORTS 9227

County Councillor's Report

In the absence of Councillor Lydon, no report was received.

District Councillors' Reports

Councillor Wheeler reported on: affordable housing including 18 new homes on the Littlecombe estate; the Dursley Pool extension for which designs will be available in October; the Council's 5-year housing land supply - a document that has been published on the website demonstrating that there is an adequate supply.

In response to questions about the land supply and whether any pending planning applications have been included in the plan, Councillor Wheeler confirmed that only those developments that have been granted permission have been included.

REPRESENTATIONS FROM THE PUBLIC 9228

It was noted that members of the public were present in connection with agenda item 12.9 (Minute 9233.9), 'to consider an application for registration of land known as The Fields situated to the West of Dursley below Stinchcombe Hill' as a Town or Village Green under The Commons Act 2006 Section 15(1).

Mr Andrews, one of the applicants, requested that Council support the application. The main reasons why the land should be protected from development were outlined including its rich wildlife, its value as a green amenity to walkers and local children, the potential loss of beautiful views from

the town and damage to the escarpment, and its importance to the tourism industry.

IT WAS RESOLVED to bring forward and consider item 12.9 (Minute 9233.9) at this point in the meeting.

Members considered the residents' comments along with the legal requirements and qualification criteria for the purposes of registration. It was noted that the Joint Woodland Management Committee support the village green application and oppose building on the land.

IT WAS RESOLVED to support the village green application for the reasons outlined above and write a letter of support to Legal Services at Gloucestershire County Council.

MINUTES

9229

The Minutes of the Meeting of the Council held on 1st July 2014 were signed by the Mayor.

The Minutes of the Meeting of the Council held on 3rd June 2014 were amended to correctly record the date of the meeting.

BUSINESS RELATING TO COUNCIL FINANCE

9230

9230.1 Council's Accounts 2013/14

- (i) The conclusion of the external audit was noted. The Town Clerk was thanked for her hard work.

The Mayor withdrew from the meeting.

9230.2 Council's Accounts 2014/15

- (i) IT WAS RESOLVED that the schedules of payments (Appendix A) be authorised and signed by the Deputy Mayor.

The Mayor rejoined the meeting.

- (ii) Income received since the last Council meeting (Appendix B) was noted.

- (iii) The monthly management/budget report was noted.

- (iv) IT WAS RESOLVED to approve the transfers from reserves (Appendix C).

GREEN SPACES

9231

9231.1 Report of the Chairman of the Green Spaces Committee

The Committee Chairman had no matters to report.

9231.2 To receive the Minutes of the Green Spaces Committee Meeting held on 15th July, 2014

IT WAS RESOLVED to adopt the Minutes.

9231.3 To appoint a new Vice Chairman of the Green Spaces Committee

IT WAS RESOLVED to defer the above appointment to the next Council or Committee meeting.

9231.4 War Memorial Recreation Ground Upgrade

(i) To consider revised tenders and plans for the outdoor exercise equipment

Five revised tenders and plans were received and examined using a table summary produced by the Town Clerk.

The process considered cost, the proposed play/exercise equipment, location, surface materials, standards and supplier comments.

IT WAS RESOLVED to accept the tender from Sutcliffe Play and work with them on a final plan for the outdoor exercise equipment contract.

(ii) Play area consultation

It was noted that consultation on the War Memorial Recreation Ground upgrade plans had taken place in July at the Festival and Tab Family Café.

IT WAS RESOLVED to organise for consultation to take place in the Swimming Pool car park and on the Recreation Ground.

9231.5 Update on Union Street Green

It was noted that the Town Clerk is awaiting a response from Stroud District Council regarding confirmation that the searches were adequate and that the prohibition of buildings on the land does not include future play equipment and structures required for the maintenance of the land.

9231.6 Update on the Lease of Highfields Playing Fields

It was noted that the Town Clerk is awaiting a response from Stroud District Council regarding work proposals relating to flooding.

TOWN IMPROVEMENTS AND AMENITIES

9232

9232.1 Report of the Chairman of the Town Improvements and Amenities

Committee

In the absence of the Committee Chairman the Vice Chairman had no matters to report.

9232.2 To receive the Minutes of the Town Improvements and Amenities Committee Meeting held on 8th July, 2014

IT WAS RESOLVED to adopt the Minutes.

9232.3 To fill a vacancy on the Town Improvements and Amenities Committee

It was noted that Councillor Hayes had expressed an interest in joining the Committee.

IT WAS RESOLVED to appoint Councillor Hayes in his absence.

9232.4 Update on the Dursley in Bloom Judging Day

The Mayor congratulated Dursley in Bloom for all the hard work that had been undertaken to get the town ready for judging day on 23rd July 2014.

Councillor Harding gave an overview of the day which overall went very well; the result will be announced on 11th September 2014. It was noted that the group had received positive feedback from the public but unfortunately the tour overran resulting in a couple of sites being missed out.

PLANNING

9233

9233.1 Report of the Chairman of the Planning Committee

The Committee Chairman had no matters to report.

9233.2 To receive the Minutes of the Planning Committee Meeting held on 15th July, 2014

IT WAS RESOLVED to adopt the Minutes.

9233.3 To fill two vacancies on the Planning Committee

It was noted that Councillor Hayes had expressed an interest in joining the Committee.

IT WAS RESOLVED to appoint Councillor Hayes in his absence.

The Mayor withdrew from the meeting.

9233.4 Update on Stroud District Local Plan examination

The Town Clerk's report updating Council on the Stroud District Local Plan was considered alongside an update from Stroud District Council.

It was noted that discussions are taking place about a potential increase in the housing requirement which could lead to additional site allocation in Dursley.

IT WAS RESOLVED to create a Council budget for planning advice and assistance to defend Dursley's position, the amount for which will be agreed following consideration of the related agenda items 12.5 and 12.6 (Minutes 9233.5 and 9233.6).

9233.5 Response from Bell Cornwell to Council's objection to planning application S.14/0966/OUT

The Town Clerk's report outlining Bell Cornwell's response to Council's objection to the above planning application for the development of up to 100 dwellings on land off Shakespeare Road was considered.

It was noted that Bell Cornwell dismiss the majority of Council's objections as invalid but several have been followed up by Stroud District Council e.g. odour testing, archaeological investigations and the ecologists' report.

It was noted that Stroud District Council may find it hard to refuse permission given the lack of opposition from statutory consultees and the potential for the housing requirement to increase following the Local Plan examination.

IT WAS RESOLVED to adopt the Town Clerk's recommendations and respond to Stroud District Council regarding the employment issue pointing out the changes to the Littlecombe plan and that although inappropriate for HGV employment, the development could accommodate low impact employment and monitor the movement on the planning application and make preparations to defend Council's objection at the Development Control Committee.

Councillor Marsh abstained from the vote.

The Mayor rejoined the meeting.

9233.6 Report on the Littlecombe Consultation Event (18th & 19th July 2014)

The Town Clerk's report on the revised Littlecombe Masterplan consultation was considered, including several main areas of concern e.g. lack of employment, loss of long stay car parking, the layout of roads and the impact of traffic on the Kingshill Lane/Kingshill junction and Lister Street.

It was noted that St Modwen will be coming to present their plans before the Council meeting on 2nd September 2014.

IT WAS RESOLVED to set the Council budget for planning advice and assistance, agreed under agenda item 12.4 (Minute 9233.4), at £15,000.

It was suggested that Council remind Stroud District Council and Gloucestershire County Council that they should be consulting Council as a matter of course on such developments and supplying information in plain English; too many documents are not in an understandable format.

9233.7 Council's applications for registration of Community Assets

The Town Clerk's report on the Council's applications for registration of Community Assets was considered.

It was noted that of the 19 applications originally submitted by Council in October 2013, 2 have been withdrawn and Stroud District Council have yet to determine 17.

IT WAS RESOLVED to accept the Town Clerk's recommendation to write to Rt. Hon. Eric Pickles MP, Secretary of State for Communities and Local Government with a copy to Neil Carmichael, MP for Dursley, expressing concern that there is no legal recourse if the planning authority fail to process applications; and to complain to the Chief Executive at Stroud District Council about the failure to process the applications.

9233.8 Update on the Neighbourhood Development Plan (NDP) project

The Deputy Mayor gave Council an update on the above project and the Steering Group meeting on 9th July 2014.

It was noted that work is progressing well with a heavy focus on consultation activities; a stall was held at the Festival and facilitated group discussions have been held at the Day Centre and Tab Family Café with more planned; the business survey will be published shortly with others are planned; a Volunteer Evening was held on 16th July 2014 and as a result accessibility audits are being undertaken by residents around the town.

9233.9 Village green application

It was noted that this agenda item was taken and resolved earlier under agenda item 7 (Minute 9228) 'representations from the public'.

POLICY AND FINANCE

9234

9234.1 Report by the Chairman of the Policy and Finance Committee

The Committee Chairman had no matters to report.

9234.2 To receive the Minutes of the Policy and Finance Committee Meeting held on 15th July, 2014

It was noted that a meeting did not take place in July, the item was included on the agenda in error.

9234.3 Youth Centre Update

- i) The Clerk reported that: site meetings are taking place monthly, the working group will visit the site on 8th August 2014; the architect is dealing with the planning conditions and any construction issues are being resolved as they occur.

Samples for the kitchen door fronts were considered. It was noted that there is money in the budget to cover doors with a higher specification.

IT WAS RESOLVED to order rolled edged door fronts on the basis that they would be more robust.

- ii) The updated budget and risk assessment was noted.

- iii) A report on the proposed arrangements for managing the new youth centre and licensing use of the property was considered.

It was noted that the proposals include bringing the constitution for the charity known locally as the 'Youth Centre Management Committee', up to date and drafting and agreeing a licence which would provide a right of occupation at the property.

IT WAS RESOLVED to approve the proposals for the charity and licence in principle, the details will need to be considered and signed off by Council at a future date, and trustees can be appointed at the September Council meeting.

The Mayor withdrew from the meeting.

9234.4 Dursley and District Community Association Grant

The Committee Chairman gave an update on the grant arrangements for the Dursley and District Community Association.

It was noted that the Association had made good progress on the action plan and as a result received the first quarterly grant payment; the actions for the second quarter have been agreed.

The Mayor rejoined the meeting.

9234.4 Our Place Project Update

The Town Clerk reported that: a brief has been drafted for community engagement work which will start with a consultant in September; up to 10 youth community champions will be recruited to carry out a survey of their

peers; a launch event will be held in the Tab Community Rooms on 10th September 2014.

9234.5 To consider a request from Dursley Lions to name a new road after Dennis Haddrell

The above request from Dursley Lions was considered along with Street Naming Protocols and Conventions from Stroud District Council.

It was noted that the name would not have a proven historical connection to land intended for development, supporting the request would also set a precedence for future requests.

IT WAS RESOLVED not to support the street naming request, for the reasons above, but to recommend that a suitable tree could be planted within the grounds of Dursley Cemetery.

Councillor Harding abstained from the vote.

9234.6 Councillors' Reports

- (i) **Dursley, Cam and Uley Greenway** (12/07/14) – In the absence of Councillor Blackwell-Whitehead no report was received.
- (ii) **GAPTC Annual General Meeting** (16/07/14) – The Mayor reported on the meeting at which Dursley Town Council seconded Cam Parish Council's motion seeking the return of a percentage of Business Rates to Town and Parish Councils.
- (iii) **Highways Information Evening** (21/07/14) – Councillor Creswick reported on the event and was particularly impressed with the Gloucestershire County Council's lead Highways Officer, work is being undertaken to get to grips with issues arising with the new Amey contract.

The reduction in grass cutting along highways was discussed by members. It was suggested that Council look at cuts to highways services and explore whether any provisions can be made with the Council's budget to pick up certain items.

- (iv) **South of Stroud Youth Partnership** (22/07/14) - The Town Clerk reported on: the provision of summer activities by Young Gloucestershire; a potential talent and music competition for the surrounding villages and the need to review the existing agreement for youth provision which is coming to an end in 2015.

BUSINESS RELATING TO STAFF

9235

9235.1 Report by the Chairman of the Staff Committee

The Committee Chairman had no matters to report.

9235.2 To appoint a new member of the Staff Committee

IT WAS RESOLVED to defer the above appointment until the new Vice-Chairman of the Green Spaces Committee is appointed. In the interim the Chairman of Green Spaces would attend any Staff Committee meetings.

9235.3 To appoint a new Vice-Chairman of the Staff Committee

IT WAS RESOLVED to defer the above appointment to the next Committee meeting.

9235.4 To confirm the appointment of a new Project Administrator

IT WAS RESOLVED to consider this item in committee at the end of the agenda due to its confidential nature.

9235.5 To confirm an extension of the Council's Trainee Administration Assistant's temporary contract

IT WAS RESOLVED to consider this item in committee at the end of the agenda due to its confidential nature.

HIGHWAYS

9236

9236.1 To receive a report from Council's Highways Representative

In the absence of Councillor Frankau, Council's Highways Representative, no report was received.

BUSINESS RELATING TO COMMUNITY SAFETY

9237

9237.1 To receive a report from Council's Police Representative

Councillor Harding, Council's Police representative, reported that the Police are dealing with several incidents that occurred in July including a street brawl.

9237.2 Request to review the premises Licence/and or Club Premises Certificate for the Old Bell Hotel and Capones Nightclub under the Licensing Act 2003

A proposal from Councillor Harding that Council should request the above licence review was considered.

It was noted that representations had been received from members of the public regarding the unacceptable levels of noise being experienced, reports of late night disturbance, anti-social behaviour and assault incidents linked back to the

premises. 5am was considered to be an unacceptable closing time for the nightclub.

IT WAS RESOLVED to request that Stroud District Council conducts formal noise monitoring; request data from the Police on incidents of crime and disorder; issue a press release requesting reports and evidence from members of the public and local businesses and, provided evidence is sufficient, formally request a review of the license with a view to changing the closing time to a more reasonable hour.

CLERK'S REPORT

9238

9238.1 Clerk's Report

The Clerk's report was noted.

The Mayor reminded councillors to undertake their inspections and audit checks.

9238.2 Monthly Area Inspections and Audit Checks

Details of Councillors scheduled to undertake area inspections and audit checks in August/September 2014 were noted.

IT WAS RESOLVED TO exclude the press and public from the remainder of the meeting by reason of the confidential nature of the business.

9235.4 To confirm the appointment of a new Project Administrator

IT WAS RESOLVED to confirm the above appointment.

9235.5 To confirm an extension of the Council's Trainee Administration Assistant's temporary contract pending acceptance onto an Apprenticeship.

IT WAS RESOLVED to confirm the above extension to the end of August 2014.

The meeting closed at 9:05 p.m.

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Town Mayor

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Date