

3rd February, 2015

DURSLEY TOWN COUNCIL

MINUTES of the PROCEEDINGS at the MEETING of the COUNCIL held in the Community Meeting Room at the Fire Station, Kingshill Road, Castle, Dursley at 7pm on Tuesday, 3rd February, 2015.

Action Summary:

9339	Letter to resident re: Defend Dursley Escarpment	9345.5	Proceed with The Door Youth Project proposal
9342.4	Implement new Cemetery Regulations from 1 st April 2015	9345.6	Give notice to exit South of Stroud Youth Partnership
9342.5	Submit compensation claim to telecommunications company	9345.7	Trial Electronic Summons'
9345.2	Letter to Stroud District Council re: Castle Street Car Park	9350.2	Youth Centre License final draft to Policy and Finance Committee
9345.4	Vibe Operational Plan to Policy and Finance Committee	9350.3	Recruitment process for new staff structure

PRESENT

Cllr C Nelmes, Deputy Mayor

Councillors: S Creswick, B Marsh, A Stennett, L Patrick, N Grecian, V Harding, T Frankau, M Laybourne and R Blackwell-Whitehead.

Also present: Mrs H Bojaniwska, Town Clerk; Mrs L Wellings, Deputy Town Clerk; Gazette Reporter, Stuart Rust; District Councillor D Cornell; County Councillor Lydon and 1 member of the public

TO RECEIVE APOLOGIES FOR ABSENCE

9333

Apologies for absence were accepted from the Town Mayor Councillor J Ball (personal) and Councillors M Nicholson (work), J Bird (work), P Hayes (personal) and F Firth (personal); District Councillor G Wheeler.

MEMBERS' DECLARATIONS OF INTEREST

9334

The Deputy Mayor and Councillor Creswick declared a personal interest in agenda item 13.3, 13.4 (Minute 9345.3 and 9345.4).

TO CONSIDER ANY REQUESTS FOR DISPENSATIONS

9335

No requests for dispensations were received.

VACANCIES IN THE OFFICE OF TOWN COUNCILLOR FOR HIGHFIELDS WARD 9336

None were received.

ADDITIONAL MEMBERS' DECLARATIONS OF INTEREST OR REQUESTS FOR DISPENSATIONS 9337

None were received.

COUNTY AND DISTRICT COUNCILLOR REPORTS 9338

County Councillor's Report

Councillor Lydon reported on: the meeting with bus services held on 9th January 2015 and his request that the County Council consider revisiting subsidy levels; a meeting with an Amey representative on 9th January 2015 to discuss highway concerns, at which Amey recognised communication failings and agreed to draft a customer care agreement; proposed budget which will be considered at the County Council budget meeting on 18th February; an emergency motion to cancel the proposed Javelin Park incinerator; ongoing concerns with local health services and conditions for home care workers pay; the Young People Fund and the Active Together Fund, including allocations to 'Vibe' and 'World Jungle' and the imminent purchase of Castle Street Car Park by Stroud District Council.

In response to questions, Councillor Lydon confirmed that the future of the bus station should be considered within the Neighbourhood Development Plan. In relation to the GP Out of Hours service, which will be run by the Ambulance services from April, Councillor Lydon agreed that the County should not have to experience a loss in service.

Councillor Patrick highlighted the need to consider drivers as well as pedestrians when looking at transport and highways issues.

District Councillors' Reports

Councillor Cornell apologised for recent absence and reported on: the District Council budget which had been agreed; work to prepare for the introduction of Universal Credit; the Local Plan which was voted through on 9th December 2014 and the expected timetable for the next stages of the process; resident objections regarding the planning application for Land at rear of 52A Woodmancote (S.14/2664/FUL); concerns about the untidiness of the fenced area of land situated at the bottom of Long Street which will be looked at by Public Spaces.

REPRESENTATIONS FROM THE PUBLIC 9339

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Council

Mr Coombes, a member of the public, raised issues relating to Gloucestershire County Council Public Rights of Way (PROW); the County Council's apparent lack of concern over recent years, the deterioration of local PROW and incorrect application of the law.

Mr Coombes raised issues with closures, orders and plans relating to CDU11 and CDU34.

Mr Coombes was advised to liaise with County Councillor Lydon and submit a formal complaint to Gloucestershire County Council.

9339.1 Pre-planning Application 4x2-bed houses at 54 Long Street

The above consultation was not considered. The developer was not present to outline the proposal.

A letter from a resident regarding Defend Dursley's Green Escarpment was considered. Unfortunately the Town Clerk and members were unable to read the handwriting and did not therefore feel able to respond.

IT WAS RESOLVED to write to the resident to request a printed copy of the letter or a meeting to discuss.

Councillor Lydon withdrew from the meeting.

MINUTES

9340

The Minutes of the Meeting of the Council held on 6th January 2015 were signed by the Deputy Mayor.

BUSINESS RELATING TO COUNCIL FINANCE

9341

9341.1 Council's Accounts 2014/15

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

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

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

GREEN SPACES

9342

9342.1 Report of the Chairman of the Green Spaces Committee

The Committee Chairman reported that work would be commencing shortly to remove the meter box by the Tennis Courts on the War Memorial Recreation Ground and erect additional fencing.

9342.2 To receive the minutes of the Green Spaces Committee Meeting held on 20th January 2015.

IT WAS RESOLVED to adopt the Minutes.

9342.3 War Memorial Recreation Ground Upgrade

It was noted that work to install the new play equipment is well underway; some changes have to be made to the zip wire because of the slope on site; an official opening event will be finalised following completion of the work in the next couple of weeks.

9342.4 Revised Cemetery Regulations and procedures

Members considered adopting the revised Cemetery regulations and procedures, as recommended by the Green Spaces Committee (20/1/15).

It was noted that the revised regulations and procedural updates take account of legislation and guidance and have been reviewed by the Institute of Cemetery and Crematorium Management (ICCM).

IT WAS RESOLVED to adopt the revised regulations and procedures from 1st April 2015. Exclusive Burial Rights issued up to this date remain unchanged.

Councillor Marsh voted against the resolution.

9342.5 Unauthorised work on the War Memorial Recreation Ground

The Town Clerk reported on unauthorised work by telecommunications contractors on the War Memorial Recreation Ground.

It was noted that the work had involved excavations on site, without proof of insurance and the supply of risk assessments; numerous attempts to contact the company had provided no answers and taken excessive time.

IT WAS RESOLVED to establish whether the telecommunications company has rights of entry and submit a compensation claim for wasting Council staff time.

TOWN IMPROVEMENTS AND AMENITIES

9343

9343.1 Report of the Chairman of the Town Improvements and Amenities Committee

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

9343.2 To receive the minutes of the Town Improvements Committee Meeting held on 13th January 2015.

IT WAS RESOLVED to adopt the Minutes.

9343.3 Paving work at the Broadwell

It was noted that Gloucestershire County Council had given approval for Council to proceed with the paving work as specified; a start date and paperwork is awaited from the contractor Gardiners.

PLANNING

9344

9344.1 Report of the Chairman of the Planning Committee

The Committee Chairman had no matters to report.

9344.2 To receive the Minutes of the Planning Committee Meeting held on 20th January, 2015

IT WAS RESOLVED to adopt the Minutes.

9344.3 Appointment of representative to attend the Development Control Committee 10th February 2015

Members were invited to appoint a representative to attend the Development Control Committee on 10th February 2015 with regard to Council's objection to application S.14/2664/FUL – Land at the Rear of 52A, Woodmancote, Dursley: new dwelling and access road with car part and amenity.

No volunteers were forthcoming. The Deputy Mayor requested that members check their availability and contact the office if they could attend.

POLICY AND FINANCE

9345

9345.1 Report by the Chairman of the Policy and Finance Committee

The Committee Chairman had no matters to report.

9345.2 Castle Street/Parsonage Street Car Park

It was noted that Stroud District Council have decided to proceed with the purchase of the above car park from Gloucestershire County Council; the purchase cannot be made until the end of May when the moratorium under the Community Right to Bid ends.

IT WAS RESOLVED that Council write to Stroud District Council welcoming their decision to purchase the car park and stressing the importance of the car park remaining available for public use free of charge; it should be made clear that in the event that they are not able to proceed with the purchase, the Council should be informed so that an alternative bid can be prepared within the 6 month moratorium period which expires on 27th May 2015.

9345.3 Vibe Youth Centre Update

The Town Clerk reported that: both the Open Day on 30/01/15 and Grand Opening event on 30/01/15 went really well; £30 had been received in donations; money has been saved by using Council Ground staff to paint the railings; some site snagging work is being undertaken by contractors and a date is awaited for the replacement of the front windows; the project is still within budget, a final bill is expected in March; Martin Surl, the Police and Crime Commissioner, praised the project and new youth centre.

The Town Clerk was thanked for all her hard work.

9345.4 Draft Operational Plan for the Vibe Youth Centre

The Town Clerk introduced the draft Operational Plan for the Vibe Youth Centre; the deadline for completion and submission is 2 weeks.

It was noted that the detailed cost benefit analysis was not distributed with the agenda papers due to its complexity; the plan is currently being considered by Our Place partners and will be discussed at a project meeting on 5th February 2015, when further changes are made.

IT WAS RESOLVED that the plan be noted and put forward for consideration at the Policy and Finance Committee.

9345.5 Proposal from The Door Youth Project

Members considered a proposal from The Door Youth Project to hold 12 'Drop In' youth work sessions from Vibe Youth Centre rent free for a cost of £300.

IT WAS RESOLVED to proceed with the 'Drop In' sessions as proposed.

9345.6 South of Stroud Youth Partnership

Members considered the Committee's recommendation (16/12/15) that Council give notice of its intention to exit the South of Stroud Youth Partnership at the end of the current Young Gloucestershire contract.

IT WAS RESOLVED to accept the Committee recommendation; issue the above notice and write to Cam Parish Council to suggest a continuing 'Dursley and Cam' joint partnership and whether they would like to consider a joint commissioning arrangement with Dursley Town Council.

Councillor Marsh abstained from the vote.

9345.7 Electronic Meetings' Summons

The Town Clerk's report on introducing Electronic Meetings' Summons was considered.

It was recognised that members now have a choice, if they wish to receive electronic agendas they can.

IT WAS RESOLVED to trial Electronic PDF Meeting Summons with volunteer Councillors, in conjunction with making greater use of the projector and laptop to facilitate meetings and refer to papers.

9345.8 Councillors' Reports

- (i) **Highways Issues** (9/1/15) – The Town Clerk reported on: the meeting held with County Councillor Lydon and Amey to discuss contract problems and poor communications; Amey agreed to draw up a customer care agreement but this has not yet been received.
- (ii) **Parsonage Street – Highways** (9/1/15) – The Town Clerk reported on: the meeting held with County Councillor Lydon and John Kay, Highways Manager; the issues raised by traders including speeding issues on Parsonage Street; the work to be undertaken as a result including monitoring device, survey and linking in with the NDP.
- (iii) **GCC & Bus Operators, GL11** (9/1/15) – Councillor Harding reported that following the meeting, Cotswold Green is now running a low level bus.
- (iv) **SOSYP** (12/1/15) – The Town Clerk reported on: the music festival project to engage young people in surrounding villages.
- (v) **Joint Woodlands Management Committee** (12/1/15) – Councillor Marsh reported on: the current work programme, including the Badger programme that is still ongoing; the Committee budget which is substantial to allow for unexpected emergency tree work.
- (vi) **Neighbourhood Development Plan (NDP) Steering Group** (14/1/14) – The Town Clerk reported on: work to identify sites for assessment; work to develop policies and the new Twitter page @FutureDursley.
- (vii) **Report on Parking Study** (15/1/15) – Councillor Nelmes reported on: the findings of the survey; the long stay car parking issue and the imminent closure of the Long Street Car Park.
- (viii) **Local Government Pension Scheme** (28/1/15) – Councillor Grecian reported on the 2016 evaluation of the pension scheme and the creation of a new local pension board and regulator.
- (ix) **Walkers are Welcome** (additional item taken) – Councillor Grecian reported on: the 2015 Festival dates 2nd October – 4th October and plans to include walks on the Thursday and Monday.
- (x) **CCTV User Group** (29/1/15) – Councillor Harding was unable to attend the meeting due to holiday.

BUSINESS RELATING TO STAFF

9346

9346.1 Report by the Chairman of the Staff Committee

The Committee Chairman had no matters to report.

HIGHWAYS

9347

9347.1 To receive a report from Council's Deputy Highways Representative

In the absence of the Council's Deputy Highways Representative, there were no matters to report.

BUSINESS RELATING TO COMMUNITY SAFETY

9348

9348.1 To receive a report from Council's Police Representative

Councillor Harding, Council's Police Representative, reported that there was a PCSO mobile presentation in the town, as featured in the Gazette.

9348.2 Proposed license review for Capones Nightclub, Long Street, Dursley

The Town Clerk gave an update on the proposed license review for Capones Nightclub.

IT WAS RESOLVED that a license review would not be pursued by Council without Environmental Health and Police support.

CLERK'S REPORT

9349

9349.1 Clerk's Report

The Clerk's report was noted.

The Town Clerk raised an additional item. Members were made aware of the Golden Valley Classic MCC event that will pass through Dursley on 1st March 2015.

The Deputy Mayor reminded Councillors that reports relating to County and District responsibilities e.g. pot holes, street lights, litter, should be made directly rather than through the Council office due to staff capacity.

9349.2 Monthly Area Inspections and Audit Checks

Details of Councillors scheduled to undertake area inspections and audit checks in February 2015 /March 2015 were noted.

BUSINESS IN PRIVATE

9350

9350.1 Exclusion of the press and public

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

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9350.2 Draft License for the Youth Centre

A draft license from for the Youth Centre was considered.

IT WAS RESOLVED to inform the Synod and church that the Council is largely in agreement with the license; the final draft can be collated and considered at the Policy and Finance Committee on 17/2/15.

9350.3 Letter of Resignation – Apprentice Administration Assistant

A letter of resignation from Mr B Edwards, Apprentice Administration Assistant, was received.

The Town Clerk sought support for bringing forward the new staffing structure and recruitment process to start as soon as possible; the arrangement would save money in the staffing budget.

It was noted that staff capacity issues and the recruitment process will be discussed at a Staff Committee meeting on 18/2/15.

IT WAS RESOLVED to support the Town Clerk's proposal regarding the recruitment process and to write to Mr Edwards to thank him and wish him well in his new employment.

The meeting closed at 8:50 p.m.

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Town Mayor

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Date