

26th January 2016

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, 26th January, 2016.

Action Summary:

9540.3	Town Clerk to liaise with community groups regarding the Queen's 90 th Birthday Beacons proposal.	9543.5	Town Clerk to contact the Glos. Integrated Transport Unit regarding a speaker for the ATM.
9542.3	NDP Steering Group to be advised to adopt a rolling Chair programme.	9549	Town Clerk to send Precept Requirement for £309,967 (9.09% budget increase agreed)
9543.3	Town Clerk to proceed with the appointment of 2Commune to develop and supply the new Council website.	9549	Town Clerk and Mayor to issue budget announcement press release
9543.4	Town Clerk to accept the quotation from AIR Property to carry out works at The Vibe.	9549	Town Clerk and Mayor to write to Stroud District Council regarding the LCTS grant.

PRESENT

Cllr C Nelmes, Mayor (from agenda item 7, minute 9538)
Cllr N Grecian, Deputy Mayor

Councillors: J Ball, F Firth, J Burdge, M Laybourne, M Nicholson, B Cairns, B Marsh, A Stennett, R Blackwell-Whitehead and S Abraham.

Also present: John Kay, Town Clerk and Leah Wellings, Deputy Town Clerk; Stuart Rust, Gazette Reporter.

In the absence of the Mayor the Deputy Mayor presided over the meeting.

TO RECEIVE APOLOGIES FOR ABSENCE

9532

Apologies for absence were accepted from Councillors P Hayes (personal), L Patrick (work) and S Creswick (personal).

It was noted that the Mayor would be late to the meeting due to travel times.

MEMBERS' DECLARATIONS OF INTEREST

9533

Councillor Ball declared a disclosable pecuniary interest in agenda item 11.5, minute item 9542.5, as an employee of the Dursley and District Community Association.

DURSLEY TOWN COUNCIL
REQUESTS FOR DISPENSATIONS

26th January 2016
9534

No requests for dispensations were received.

VACANCY FOR TOWN COUNCILLOR

9535

No applications for the vacancy in Central Ward had been received. It was noted that Councillor Lodge had resigned from Council on 25th January 2016 resulting in a vacancy in the Highfields Ward; the resignation letter would be considered at the next full council meeting.

COUNTY AND DISTRICT COUNCILLOR REPORTS

9536

County Councillors' Reports

County Councillor S Lydon sent his apologies; his report had been distributed to Councillors prior to the meeting.

District Councillors Reports

Councillor Wheeler sent his apologies; his report had been distributed to Councillors prior to the meeting

Councillor Cornell sent her apologies. The Town Clerk read out her written report which covered local concerns relating to Littlecombe and parking, including her request for a briefing on the latest situation from Stroud District Council; the Housing Revenue Account, which goes to the Full Council meeting this week and the implications of the proposed Housing and Planning Bill measures and how this may impact on the Stroud area.

REPRESENTATIONS FROM THE PUBLIC

9537

There were no representations from the public.

The Mayor joined the meeting and took the chair.

MINUTES

9538

The Minutes of the Meeting of the Council held on 1st December 2015 were signed by the Mayor.

BUSINESS RELATING TO COUNCIL FINANCE

9539

It was noted that there were confidential papers with the draft budget agenda item 8.2.

IT WAS RESOLVED to change the order of business on the agenda and take item 8.2 (minute 9539.2 & 9549) at the end of the meeting, excluding the press and public from this part of the meeting by reason of the confidential information which is prejudicial to the public interest.

9539.1 Council's Accounts 2015/2016

- (i) **IT WAS RESOLVED** that the schedule of payments (Appendix A) be authorised and signed by the Mayor.
- (ii) Income received since the last Council meeting (Appendix B) was noted.
- (iii) The monthly management/budget report was noted.

9539.2 To agree the Draft Budget and Works Programmes for 2016-19

This agenda item was taken at the end of the meeting and recorded as minute 9549, as per the resolution recorded under minute 9539.

GREEN SPACES

9540

9540.1 Report of the Chairman of the Green Spaces Committee

There were no matters to report.

9540.2 To receive the Minutes of the Green Spaces Committee Meeting held on 19th January 2016

IT WAS RESOLVED to adopt the Minutes.

9540.3 The Queen's 90th Birthday Beacons – 20th April 2016

Councillors considered building and lighting a bonfire beacon to celebrate the Queen's Birthday. It was noted that although Dursley does not have a suitable location for a bonfire beacon, the guidance states a large bonfire is acceptable.

IT WAS RESOLVED to liaise with community groups in an attempt to take part in the celebrations and co-ordinate the building and lighting of a large bonfire in Dursley

TOWN IMPROVEMENTS AND AMENITIES

9541

9541.1 To receive the Minutes of the Town Improvements Committee Meeting held on 12th January 2016

IT WAS RESOLVED to adopt the Minutes.

9541.2 Report of the Chairman of the Town Improvements and Amenities Committee

There were no matters to report.

9541.3 Community Long Stay Parking Consultation

The Town Clerk provided an update on the consultation which closed on 11th December 2015. The following points were noted:

- overall a positive response to the proposal was received from businesses,
- the parking application process was undertaken and completed by 21 applicants,
- a total of 60 permits can be issued for use of 40 spaces,
- a total of 52 parking permits were requested, of which 41 have been agreed,
- the process took account of the number of employees a business had and use of private parking facilities,
- the process allows for a maximum of 3 permits per business,
- the Sainsbury's Manager is happy to proceed and permits are to be issued in the next few days,
- 19 permits have been held back for new applications that are expected when the Long Street car park closes.

PLANNING

9542

9542.1 Report of the Chairman of the Planning Committee

The Committee Chairman reported on the recent submission of plans by Ecotricity for the proposed Eco Park, a 100 acre green develop located by Junction 13 of the M5 consisting of facilities for sports and green businesses.

Unless a request is made for the plans to be considered by the Planning Committee, Councillors were advised to review the plans and respond directly to Stroud District Council as individuals.

9542.2 To receive the Minutes of the Planning Committee Meetings held on 15th December 2015 and 19th January 2016.

IT WAS RESOLVED to adopt the Minutes.

9542.3 Update on the role of Chair for the 'Future Dursley' (NDP) Steering Group

The Mayor reported on the Steering Group's attempts to appoint a volunteer Chair; the current Chair Jonathan Bird has resigned from the position but is providing some short term cover; the Mayor chaired the last meeting on 13th January 2016 but, due to capacity, is unable to take on the role long term; there has been no interest from other group members, the Councillors on the group all have other commitments and limited capacity.

IT WAS AGREED that the only option at this point would be for the Steering Group to operate a rolling Chair programme which would involve group members taking it in turns to chair meetings; although this could make co-

ordination more challenging, it would offer a solution moving forward and the opportunity for members to develop further.

9542.4 Application S.15/2804/OUT – Land North East of Draycott Cam

It was noted that the above application has been put on the 16th February 2016 Planning Committee Agenda for consideration given the potential impact on Dursley; it proposes a mixed use development of 450 dwellings, 10.7 hectares of employment land for Use Classes B1, B2 and B8 with associated parking and servicing; open space and landscaping including riverside park; flood storage ponds and infrastructure; creation of new vehicular access to Draycott (A4135) and Box Road and supporting infrastructure and utilities.

9542.5 S.15/0476/OUT – Littlecombe s106 Contributions

The Mayor provided an update on the application process for the Community Facility Section 106 funding opportunity. It was noted that a joint meeting with Cam Parish Council is scheduled to take place on 3rd February 2016 to agree the application process; it is hoped that the process can move forward promptly following this, with an update and outcomes reported to the Planning Committee or Full Council depending on timescales.

POLICY AND FINANCE

9543

9543.1 Report by the Chairman of the Policy and Finance Committee

There were no matters to report.

9543.2 To receive the Minutes of the Policy and Finance Committee Meeting held on 15th December 2015

IT WAS RESOLVED to adopt the Minutes.

Councillor Stennett raised concerns about a budget planning meeting held in between recent Policy and Finance Committee meetings. Councillor Stennett felt that this meeting had been badly organised; the Vice Chairman of Policy and Finance and other members had not been invited to attend or participate in this meeting which would have been of benefit; he could understand the reasons for the meeting but felt that it should have been open to all Councillors to attend.

The Mayor responded by informing Councillors that references to the budget planning meeting had been recorded twice in the Policy and Finance Committee minutes and volunteers had been requested at a Committee meeting; a similar budget planning process had been going on for many years with the Clerk and Chair of Policy and Finance meeting to review information and budget format prior to presentation at Council; the Town Clerk and Chair of Policy and Finance are both new to their roles so there has been a handover element involved this year.

The Mayor recognised that the Vice Chair of Policy and Finance should have been invited to attend the meeting and was not due to an oversight; more input from Councillors during the budget process is always welcome.

The Chairman of Policy and Finance informed Councillors that, being new to the role, he had found the budget process very useful and helpful; he felt that the points raised by both Councillor Stennett and the Mayor were valid and he encouraged more people to get involved with the process in the future.

9543.3 Preferred supplier for new website

Councillor Nicholson introduced the Town Clerk's report, circulated with the agenda, on the new Town Council website and gave an overview of the meetings held with two potential suppliers, The Front Room and 2Commune. This covered content of the website, experience of each supplier, the facilities on offer, costs and support.

It was noted that the Town Clerk and Councillor Nicholson both recommend that 2Commune be appointed as the preferred supplier of the new website based on the content, the extensive experience of town/council setups and the quotation supplied.

IT WAS RESOLVED to appoint 2Commune to develop and supply the new website at a cost of £1,450 for set up and £400 annual fee, with a "go live" date on or before the 31st March 2016.

9543.4 Dursley Youth Centre Action Group – Air Property Quotation

Councillors considered the recommendation of the Dursley Youth Centre Action Group to accept the quotation from AIR Property to repair the front door and replace the fencing at the rear garden at The Vibe Youth Centre.

It was noted that the door is listed and as such every effort needs to be made to repair rather than replace for new; improvements are needed to the fence to prevent unauthorised access over the boundary.

IT WAS RESOLVED to accept the quotation from AIR Property to repair the door at a cost of £550 (exc. VAT) and replace the fence at a cost of £3,200 (ex. VAT).

9543.5 To agree a speaker for the 2016 Annual Town Meeting

It was noted that the Annual Town Meeting is scheduled to take place in May.

The Mayor suggested that we invite a representative from Gloucestershire County Council to speak about local transport issues surrounding the bus service, recent changes to services and subsidised services.

Councillors were encouraged to submit ideas to the Town Clerk.

IT WAS AGREED that the Town Clerk would approach the Transport Unit at Gloucestershire County Council to see if they could suggest or send a suitable speaker.

9543.6 Drop-in event to celebrate the 1st Anniversary of The Vibe opening on 30th January 2016 between 10am-2pm

The details for the above event were noted. All councillors were encouraged to attend; there will be a range of different people present, with a cake cutting ceremony at 10:30am.

9543.7 The Door Youth Project's Quarterly report for September to December 2015

Receipt of the above report was noted.

The Mayor reported on the highlights of the report including good attendance numbers and successful organisation of detached and session work during the festive lights switch on event.

9543.8 Councillors' Reports

- (i) **GL11** (7/12/15) – Councillor Grecian reported that the meeting had included an update on the Local Plan; the Strategic Assessment of Land Availability and call for sites; Littlecombe landscaping activities, discussions at Stroud District Council about the possibility of building small business units on the employment land and the Section 106 process.
- (ii) **NHS Gloucestershire Clinical Commissioning Group** (7/12/15) – Councillor Firth was not aware of the meeting so did not attend.
- (iii) **Dursley Youth Centre Action Group** (17/12/15) – The Mayor reported on ongoing work relating to repairs, Charity Incorporated Organisation status and licence.
- (iv) **Joint Woodlands Committee** (11/1/16) – Councillor Marsh reported on recent damage to the gate at Uley Bury; the £19,000 budget which includes £10,000 earmarked for emergency works and discussions at Stroud District Council regarding possible cuts to the woodland budget, which the Committee has responded to with a letter outlining why the budget is required.
- (v) **Dursley Welcomes Walkers** (11/1/16) – Councillor Grecian reported on plans for the October festival; the regional conference in March which will attract people from within a 60 mile radius; ongoing work to produce and update walking leaflets; the possible creation of a 'Ghost Walk', picking up on local ghost stories and the next meeting which will take place in February.
- (vi) **C&D Transport Group** (12/1/15) – The Mayor reported on the meeting. It was noted that the group is looking at local issues such as the bus link to

the train station; the Council could look at ways to help e.g. by advertising timetables on the website and ensure that they are in bus shelters.

- (vii) **NDP** (13/1/16) – The Mayor provided an update; the steering group is preparing Strategic Assessments of Land Availability forms for consideration at the February Planning Committee; a specification for professional support is currently being drafted and the group is aiming to submit a plan to Stroud District Council by January 2017 for a Summer 2017 referendum.
- (viii) **Dursley Business Inclusive** (14/1/16) – Councillor Abraham reported that Denver Thirlwell from Intersound is the new Vice Chair for the group; work is moving forward to design and print a brochure and map to advertise trade in Dursley by June 2016; there is a desire to try and work with surrounding towns on joint issues e.g. key dates and events, attempts will be made to hold some joint meetings; the group is looking at fundraising activities e.g. organising a Black Berry Barn Dance.
- (ix) **SDC Annual Town & Parish Meeting** (24/1/16) – The Mayor reported on the event which covered waste management; the neighbourhood warden service and a ‘One Stop Shop’ held at Dursley library, which Council was not aware of; planning issues and development including CIL’s, Section 106 and devolution. The Mayor agreed to circulate an update on devolution to all Councillors.
- (x) **Dursley in Bloom** (18/1/16) – Councillor Firth raised concerns following reports of a lack of coordination and communication within the Dursley in Bloom group; apparently there had been confusion about a project with Rednock School. Councillor Firth offered to get involved and help out with the group if required. The Town Clerk agreed to raise the concerns at a planned meeting with Dursley in Bloom reps on 27th January 2016.

BUSINESS RELATING TO STAFF

9544

9544.1 Report by the Chairman of the Staff Committee

There were no matters to report.

BUSINESS RELATING TO HIGHWAYS

9545

9545.1 To receive a report from Council’s Highway Representative

The Town Clerk reported in Councillor Hayes absence.

It was noted that the Town Clerk has a meeting scheduled with highways on 28th January 2016 to discuss a long list of highway issues; Drake Lane is currently closed due to emergency works and another closure is planned for March; a meeting will take place in February with representatives from Morgan Sindell and Western Power Distribution to find out more about forthcoming electricity work involving the footways on Castle Street and Parsonage Street.

Councillor Nicholson raised issues with pot holes in the area and damage to vehicles being reported on social media.

Councillor Marsh raised issues with large pot holes in Rosebery Road. The Town Clerk confirmed that Rosebery Road was an issue at the top of the Council's highways list for the 28th January meeting.

BUSINESS RELATING TO COMMUNITY SAFETY

9546

9546.1 To receive a report from the Police Representative

The Police representative was not present to provide a report.

9546.2 To receive a report from Council's Police Representative

Councillor Nicholson reported on an event that the local PCSO team is organising at Rednock School to promote safe driving, aimed at new drivers; he has been invited to attend and plans to do so with the Community Speed Watch information and equipment.

Councillor Nicholson also reported on plans to carry out a speed watch on Uley Road with Special Constables as soon as the radar equipment is returned from calibration works and servicing.

Relating to driver safety, Councillor Marsh raised concerns about unfair high car insurance premiums for people aged over 65.

CLERK'S REPORT

9547

The Clerk's report was noted.

MONTHLY AREA INSPECTIONS AND AUDIT CHECKS

9548

Details of Councillors scheduled to undertake area inspections and audit checks for February/March 2016 were noted.

The Mayor encouraged Councillors to carry out the inspections when scheduled to do so.

As per minute item 9539 above, the press and public were excluded from this point in the meeting by reason of the confidential information which is prejudicial to the public interest.

IT WAS RESOLVED to take a short 2 minute comfort break before the meeting resumed and agenda item 8.2 was taken.

To agree the Draft Budget and Works Programmes for 2016-19

9549

The Chair of Policy and Finance introduced the proposed budget, circulated with the agenda, summarising the key points.

It was noted that each Committee had looked at work programmes and the budget in great detail; the figures had taken account of the tax base, loss of the Localisation of Council Tax Support grant and proposed works.

Increases of 0.82% and 9.09%, based on a band D property, were considered. It was noted that a 0.82% increase would result in cost reductions within Town Improvements, Green Spaces and Policy and Finance budgets.

IT WAS RESOLVED to adopt the proposed budget (Appendix C) with a 9.09% increase including a precept requirement of £309,967.

Councillors Stennett and Marsh abstained from the vote.

IT WAS RESOLVED to move the ‘CCTV’ budget to Policy and Finance and the ‘Noticeboard’ budget to Town Improvements.

IT WAS RESOLVED that the Town Clerk and Mayor would issue a press release explaining the budget for 2016/17, highlighting the work that the Council is doing to benefit the community, and write to Stroud District Council to raise concerns about the decision not to pass on the Localisation of Council Tax Support grant, the timing of this action and the impact that it has had on the budget planning process.

The meeting closed at 8:30pm

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Town Mayor

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Date