

5<sup>th</sup> April 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, 5<sup>th</sup> April, 2016.

### Action Summary:

9577.3 Clerk to request further information from Council's 9580.3 Issue grant award of £500 to Transition Cam and Solicitor regarding the Highfields Legal Agreement and the request to sign a declaration. Dursley for Flower and Produce Show.

### PRESENT

Cllr N Grecian, Deputy Mayor

Councillors: J Ball, J Burdge, B Cairns, S Creswick, P Hayes, S Abraham, M Nicholson and B Marsh.

Also present: John Kay, Town Clerk and Leah Wellings, Deputy Town Clerk; District Councillors G Wheeler and D Cornell; County Councillor S Lydon and Stuart Rust, Gazette Reporter.

Absent: Councillor F Firth.

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

### TO RECEIVE APOLOGIES FOR ABSENCE 9569

Apologies for absence were accepted from the Mayor C Nelmes (work) and Councillors M Laybourne (personal), A Stennett (personal), R Blackwell-Whitehead (personal) and L Patrick (personal).

### MEMBERS' DECLARATIONS OF INTEREST 9570

Councillor Ball declared a disclosable pecuniary interest in agenda item 8.1 i), minute item 9576.1 (i), as an employee of the Dursley and District Community Association.

### REQUESTS FOR DISPENSATIONS 9571

No requests for dispensations were received.

### VACANCIES FOR TOWN COUNCILLORS 9572

No applications for the two vacancies, one in Central Ward and one in Highfields Ward, had been received.

COUNTY AND DISTRICT COUNCILLOR REPORTS

9573

County Councillors' Reports

Councillor Lydon summarised his written report circulated to Councillors prior to the meeting. It included the announcement that Cotswold District Council plans to merge with West Oxfordshire and the devastating effects that such a move could have on Gloucestershire County Council services and other key public services in the county; major concerns with highways including the amount of potholes and identifying local projects for the £30k division fund; the consultation on Reshaping Services for Families with Young Children (deadline 11/4/16); older persons health and housing strategy in the Stroud District; the Young Person Fund and Community Chest Fund including the application for £5k towards study support sessions at Vibe, which had been successful; the European Structural and Investments Fund and the Gloucestershire LEP fund totalling £38 million.

In response to questions about pot holes, Councillor Lydon stressed the importance of reporting potholes to Highways; the reports act as evidence and can be used by Councillors to monitor the highways contract and performance.

District Councillors Reports

Councillor Wheeler summarised his written report circulated to Councillors prior to the meeting. It included consideration of a recommendation to build 5-15 new employment units for small and medium sized businesses to rent or buy at the Littlecombe business park; devolution and recent announcements in the budget which have prompted Leadership Gloucestershire to seek conversations with the Government to explore the elected mayor option and additional opportunities; flood alleviation, the rural SuDS project and potential European funding opportunities to expand the scheme.

Councillor Ball thanked Councillor Wheeler, on behalf of Council, for working tirelessly for the good of Dursley since 1991, in light of his upcoming retirement at the next election.

The Deputy Mayor drew attention to Councillor Wheeler's impressive local political career which included time as a Town Councillor, Town Mayor, County and District Council for Dursley.

Councillor Cornell reported on Stroud's Housing Committee, including a seminar that was held on 17/3/16 focusing on affordable housing and changes in legislation; environmental health work, the biggest risks to people in their homes and how the Council can work with others to support people; plans to hold a big meeting in June to look at how Council Officers, Housing Associations, Estate Agents and Landlords can work together to keep people in their own homes/close to family and start to develop a strategy; the sheltered housing review process and Cambridge House, which has been identified as a 'Red' priority (i.e. needing most work), options would be considered by Committee in June at which time a clearer timescale can be given, it is expected to be a 3/4 year period; the Sheltered

Housing Project Manager, Dave Milner, had been advised of the work being undertaken by 'Future Dursley' Neighbourhood Development Plan.

REPRESENTATIONS FROM THE PUBLIC

9574

There were no representations from the public.

MINUTES

9575

The Minutes of the Meeting of the Council held on 1st March 2016 were signed by the Deputy Mayor.

BUSINESS RELATING TO COUNCIL FINANCE

9576

9576.1 Council's Accounts 2015/2016

Councillor Ball withdrew from the meeting.

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

Councillor Ball rejoined the meeting.

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

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

9576.2 Submission Date for the Annual Return 2015/16

It was noted that the submission date for the completed Annual Return by the External Auditor would be 3<sup>rd</sup> June 2016.

GREEN SPACES

9577

9577.1 Report of the Chairman of the Green Spaces Committee

In the absence of the Chairman and Vice Chairman, there were no matters to report.

9577.2 To receive the Minutes of the Green Spaces Committee Meeting held on 15<sup>th</sup> March 2016.

**IT WAS RESOLVED** to adopt the Minutes.

9577.3 Highfields Legal Agreement

Members considered approving the request by Council's solicitor to sign 'a declaration in relation to the exclusion of sections 24-28 of the Landlord and Tenant Act 1954'. The Notice and Declaration document was circulated with the agenda.

**IT WAS RESOLVED** that the Town Clerk get further information from Council's solicitor regarding the implications of the Notice and the reasons for signing the Declaration.

TOWN IMPROVEMENTS AND AMENITIES 9578

9578.1 Report of the Chairman of the Town Improvements and Amenities Committee

In the absence of the Chairman, there were no matters to report.

PLANNING 9579

9579.1 Report of the Chairman of the Planning Committee

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

9579.2 To receive the Minutes of the Planning Committee Meeting held on 15<sup>th</sup> March 2016.

**IT WAS RESOLVED** to adopt the Minutes.

9579.3 S.15/0476/OUT – Littlecombe s.106 Contributions

The Town Clerk provided an update on the application process for the Community Facility Section 106 funding opportunity. It was noted that a meeting took place on 1<sup>st</sup> April 2016 with Cam Parish Council to discuss setting up a launch event at which all potential applicants could be given information on the process and an application pack; the event date has yet to be agreed with Stroud District Council.

POLICY AND FINANCE 9580

9580.1 Report by the Chairman of the Policy and Finance Committee

In the absence of the Chairman and Vice Chairman, there were no matters to report.

9580.2 Update on the new Town Council Website following the 'go live' date of 31<sup>st</sup> March 2016

It was noted that the website actually went 'live' on 1<sup>st</sup> April 2016; development work is ongoing to build up the 'whats on' community calendar and community group directory.

Members were reminded to submit Councillor Profiles to the Town Clerk for inclusion.

9580.3 Emergency grant application for the Flower and Produce Show – Transition Cam & Dursley

Members considered the above application.

It was noted that the project is aimed at encouraging people of Dursley to grow their own food; the show event on 3<sup>rd</sup> September 2016 is the culmination of this work and would put the old Listers trophy back into use.

**IT WAS RESOLVED** to award a £500 grant towards the event.

Councillor Ball abstained from the vote, as an employee of an existing grant recipient - Dursley and District Community Association.

#### 9580.4 Councillors' Reports

- (i) **Cam & Dursley Youth Network Meeting** (10/3/16) – The Town Clerk reported on the Door quarterly report which, as expected, had shown a slight dip in usage numbers after Christmas; the youth workers had also been taking action to reinforce the centre rules for young people, which had seen an increase in positive behaviour.
- (ii) **Dursley Business Inclusive** (10/3/16) – Councillor Abraham reported on planned work to amalgamate the different event committees into one to become more effective, to make better use of skills and contacts; the traffic campaign for Parsonage Street and a recognition that the group can raise awareness to encourage drivers to stop using the road unnecessarily; the focus of the next meeting which is open to all businesses and would cover accountancy issues for small businesses incl. pension and the living wage.
- (iii) **Stroud Road Safety Liaison Group** (15/3/16) – Councillor Hayes reported that he was unable to attend the meeting which focused on the loss of life/injuries as a result of traffic accidents and work to raise awareness of safe driving amongst young drivers.
- (iv) **NDP Steering Group** (16/3/16) – The Deputy Town Clerk reported that the group had appointed a consultant to assist with the production of policies for the Plan and that they had already reviewed the evidence produced; the consultant would be running the next meeting as a workshop to start the policy development process; the group had sent a community representative to the Cam NDP steering group meeting in an attempt to re-establish links.
- (v) **SLCC – Branch AGM** (17/3/16) – The Town Clerk reported on the meeting which included voting on branch positions; the benefit of Council membership and the opportunities it gives to network with other Clerks.
- (vi) **Dursley in Bloom** (21/3/16) – Councillor Creswick reported on the employability project with Rednock School where students are focusing on working with local businesses to install hanging baskets; the group has a few more local volunteers and work has started on developing the Summer planting scheme.
- (vii) **Dursley Town Trust** (24/3/16) – The Deputy Mayor reported that the Trust had registered interest to apply for the Section 106 funds towards the lift project; the 2016 calendar project had raised over £1,000 and would continue for 2017; the vandalised handrail had been replaced, the costs of which would be claimed from insurance; the next meeting would take place on 26<sup>th</sup> May 2016.

Councillor Abraham withdrew from the meeting.

- (viii) **Sheltered Housing Briefing (24/3/16)** – The Town Clerk reported that Dave Milner, the Sheltered Housing Project Manager, is responsible for the sheltered housing review process; Cambridge House has been identified for possible redevelopment or disposal, there are challenges with heating and maintaining the existing building, it is however not included in the first phase of work; the Town Council would be consulted as part of the review process.
- (ix) **Dursley Youth Centre Management Committee (31/3/16)** – Councillor Creswick reported on ‘Vibe’ property matters incl. new cleaning contract, completion of the new fence installation and investigating sources of funding and support for development of the garden, including the possibility of working with a Hartpury College student; paperwork for the CIO is ongoing and income from hire fees is steady. It was suggested that the Committee consider applying to the Tesco bag scheme for funds.

BUSINESS RELATING TO STAFF

9581

9581.1 Report by the Chairman of the Staff Committee

In the absence of the Chairman, there were no matters to report.

BUSINESS RELATING TO HIGHWAYS

9582

9582.1 To receive a report from Council’s Highway Representative

Councillor Hayes had no new matters to report.

The Town Clerk made members aware that Rosebery Road had been dropped from the highways work programme.

**IT WAS RESOLVED** to suspend Standing Orders so that County Councillor Lydon could respond.

Councillor Lydon confirmed that Rosebery Road was not on the programmed list and required a considerable amount of work, at least £50k worth; the town had been asking for 3-4 years now and it should be on the work programme list.

Councillor Lydon agreed to, with the Town Clerk, take the issue to the Cabinet Member for Highways County Councillor Vernon Smith.

**IT WAS RESOLVED** to reinstate Standing Orders.

BUSINESS RELATING TO COMMUNITY SAFETY

9583

9583.1 To receive a report from the Council’s Police Representative

Councillor Nicholson the Council’s Police representative, reported that the Community Speed Watch would be restarting now that the clocks had changed; he appealed to the Gazette Reporter, Stuart Rust, to run a feature and help

encourage people to volunteer; the Police Cadets would be carrying out a speed check on the Uley Road Saturday 9<sup>th</sup> April 2016 with PCSO Giffiths; the first Community Speed Watch would be attended by Special Constables who can issue tickets on the day.

CLERK'S REPORT

9584

The Clerk's report was noted.

MONTHLY AREA INSPECTIONS AND AUDIT CHECKS

9585

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

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

The meeting closed at 8:05pm

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Town Mayor

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Date