

7<sup>th</sup> June 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, 7<sup>th</sup> June, 2016.

### Action Summary:

- |        |   |        |  |
|--------|---|--------|--|
| 9620.1 | The Town Clerk to provide a report into financial management packages by September 2016                                 | 9626.2 | To submit comments to SDC consultation to close the Castle Street car park for the Dursley Festival. |
| 9623.3 | To submit comments to Stroud District Council consultation on 'A Community Infrastructure Levy Draft Charging Schedule' | 9627.1 | Town Clerk to advertise the need for community volunteers on the website and social media pages.     |

### PRESENT

Cllr N Grecian, Deputy Mayor

Councillors: J Ball, J Burdge, B Cairns, S Creswick, P Hayes, S Abraham, M Nicholson, S Ackroyd, L Patrick, A Sheffield, M Laybourne, A Stennett, F Firth.

Also present: John Kay, Town Clerk and Leah Wellings, Deputy Town Clerk; District Councillors A Hayward, C Fryer & D Cornell; County Councillor S Lydon.

Absent: Councillor B Cairns.

### TO RECEIVE APOLOGIES FOR ABSENCE

9613

Apologies for absence were accepted from Councillors C Nelmes (personal) and B Marsh (personal).

### MEMBERS' DECLARATIONS OF INTEREST

9614

Councillor Abraham declared an interest in agenda item 14.2, minute item 9626.2, as a business owner and Chair of Dursley Business Inclusive.

### REQUESTS FOR DISPENSATIONS

9615

No requests for dispensations were received.

### VACANCIES FOR TOWN COUNCILLORS

9616

One application was received for the vacancy in the Highfields ward and circulated to town councillors prior to the meeting.

**IT WAS RESOLVED** for Wendy Thomas to be co-opted to the council, sign the declaration of acceptance of office and join the meeting.

Councillor Firth joined the meeting.

## COUNTY AND DISTRICT COUNCILLOR REPORTS

9617

### County Councillors' Reports

Councillor Lydon summarised his written report circulated to Councillors prior to the meeting. It included a request to meet with the Town Clerk to confirm locations and works in the town for Highways Local funding and an updates on other highway matters; Parking in the town centre; Meals on Wheels, youth support grant funding and devolution.

Cllr Lydon was asked about the ongoing development of the swimming pool and new gymnasium. Cllr Lydon confirmed that the re-opening has been delayed by a week and acknowledged the parking had been further reduced since the pool closed.

Cllr Lydon was asked about the comments at the recent Annual Town Council by his fellow County Councillor, Nigel Moor relating to Castle Street car-park. Cllr Lydon responded that he has concerns with a number of GCC cabinet members having been involved with this and that as far back as January 2016, the then leader of Stroud District Council Geoff Wheeler, highlighted concerns to the Chief Executive and Leader of GCC with no official response. The deal to buy the car park from GCC remains "on the table" by SDC.

### District Councillors Reports

Councillor Cornell noted the response to the recent parking petition which had previously been circulated to Town Councillors and that she had spoken to Citizens Advice Bureau who currently work out of the library but they were unaware of any plans for GCC staff to be relocated. Cllr Cornell reported that at the next Town Council meeting she would be able to report details of the Sheltered Housing Report which will be announced on the 28<sup>th</sup> June including proposals for Cambridge House in Dursley. No committee meetings held since recent elections.

Councillor Fryer informed the council that he will be serving on the Audit and Standards committee which meets on the 15<sup>th</sup> July 2016.

Councillor Hayward informed the council that she will be serving on the Community Services and Licensing committee.

The District Councillors were asked if the plan was for the Castle Street car park to remain free should the deal be concluded. Cllr Lydon responded that there had been no discussions within the District Council to consider charging.

## REPRESENTATIONS FROM THE PUBLIC

9618

There were no representations from the public.

MINUTES

9619

The Minutes of the Annual Meeting of the Council held on 11<sup>th</sup> May 2016 and the Extraordinary Meeting of Council held on the 24<sup>th</sup> May 2016 were signed by the Deputy Mayor.

BUSINESS RELATING TO COUNCIL FINANCE

9620

9620.1 Council's Accounts 2016/2017

The Town Clerk provided an update that the Council's Financial Management software was now available following the recent technical issues and that the financial records were up to date and fully reconciled. Full monthly reporting to Council would resume next month. The interim excel report provided within the agenda papers was noted.

It was noted that the P&F committee had previously agreed to commit to investigate alternative financial management packages for financial year 2017/18 and the Town Clerk agreed to have a report for Council to consider by September 2016. This report will include details/costs of transferring information and records currently held within "Scribe" should the report recommend changing supplier.

GREEN SPACES

9621

9621.1 To receive the Minutes of the Green Spaces Committee Meeting held on Wednesday 11<sup>th</sup> May and Tuesday 17<sup>th</sup> May 2016.

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

9621.2 Report of the Chairman of the Green Spaces Committee

There were no matters to report.

9621.3 WMRG Football Shed Repair Dates.

It was noted that the repairs are to commence on the 11<sup>th</sup> July for two weeks.

TOWN IMPROVEMENTS AND AMENITIES

9622

9622.1 To receive the Minutes of the Town Improvements and Amenities Committee Meeting held on Wednesday 11<sup>th</sup> May 2016

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

9622.1 Report of the Chairman of the Town Improvements and Amenities Committee

PLANNING

9623

9623.1 To receive the Minutes of the Planning Committee Meeting held on Wednesday 11<sup>th</sup> May and Tuesday 17<sup>th</sup> May 2016.

**IT WAS RESOLVED** to adopt the Minutes

9623.2 Report of the Chairman of the Planning Committee

There were no matters to report.

9623.3 To consider Stroud District Council's consultation on 'A Community Infrastructure Levy Draft Charging Schedule' and 'A Draft Planning Obligations Supplementary Planning Document

Cllr Creswick, provided a report (included within the agenda papers) and added that she had no recommendation to make on the Draft Planning Obligations Supplementary Planning Document.

**IT WAS RESOLVED** at accept the recommendations of Cllr Creswick report for the Community Infrastructure Levy Draft Charging "What is not included is a schedule of when parish/town councils will be paid their share of the levy collected by SDC. The Town Council request to be consulted on this and for it to be an annexe to this document, or the subject of an additional document. With a payment instalment system, parish/town councils may wait a long time to receive their share of the levy" before the deadline of 5pm on the 8<sup>th</sup> June 2016.

POLICY AND FINANCE

9624

9624.1 To receive the Minutes of the Policy and Finance Committee Meeting held on Wednesday 11<sup>th</sup> May 2016

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

9624.2 Report by the Chairman of the Policy and Finance Committee

There were no matters to report.

9624.3 Local Council Award Scheme

The Town Clerk referred to the draft application form included within the agenda papers which highlighted the areas that need to be addressed prior to submitting an application.

9624.4 Communications Group

It was noted that the Communication Group would meet in Jacobs House at 19:30 on Tuesday 14<sup>th</sup> June 2016 to discuss the Strategic Plan and Statement of Delegation required for the Local Council Award Scheme.

- (i) **Dursley United Charities** (12/5/16) – Cllr Ball will provide an update next month.
- (ii) **Dursley Business Inclusive** (12/5/16) – Councillor Abraham reported that the majority of the meeting related to the Dursley Festival and the application to close Castle Street car park.
- (iii) **NDP Steering Group** (18/5/16) – The meeting was chaired by Cllr Wendy Thomas and included a workshop by Place Studios. An action list was drafted to continue progress.
- (iv) **Vale Vision AGM** (23/5/16) – Mayor Grecian reported that the AGM wasn't particularly well attended, but directors were re-elected. Progress on the event booklet and sculpture trail was reported. It was noted by Council that the previous Sculpture Trail working group was no longer meeting and it was felt that more progress could be made if this group was reformed.
- (v) **Annual Assembly** (24/5/16) – Well attended with many of the local community groups represented. The change to written reports was viewed as being successful compared to previous verbal reports. Parking in Dursley remained the "hot topic" with the question and answer session with Cllr Moor quite lively and subject to further press coverage post meeting. Mayor Grecian commented that the first LDG Award presentation to Keith Thomson took place on the morning of the meeting at Market Place and 25-30 people were in attendance. The presentation to Anne Anderson was taking place at the Girl Guiding AGM on the 8<sup>th</sup> June with the details of Emma Irvine's presentation to be confirmed.
- (vi) **Dursley Welcomes Walkers AGM** (25/5/16) – Attendance was increased from last year's AGM and a very interesting talk on preserving meadows by a representative of the Cotswold Conservation Board was received. Mayor Grecian has stepped down as secretary to the group, with a replacement still to be appointed.
- (vii) **Community Approach to Roads Safety** (25/5/16) – Cllr Hayes provided a report on this meeting facilitated by GCC, Roads Safety Partnership & the Police, with over 60 people attending and three workshops being held including education and signage. Automatic Number Plate recognition cameras and the recent pilot scheme for the A46 in Rodborough being discussed.  
Councillors discussed problem areas within Dursley and that not all locations were suitable for the Speed Watch group to monitor and that some areas had "perceived" issues but monitoring had shown speeds were not necessary high.
- (viii) **Kingshill House Directors Meeting** (31/5/16) – Now considering licence to hold civil ceremonies and working in partnership with the Chantry Centre to increase business. A small loss made over the last year which with increase booking is hoped to be eliminated this upcoming financial year.

BUSINESS RELATING TO STAFF

9625

9625.1 Report by the Chairman of the Staff Committee

There were no matters to report.

BUSINESS RELATING TO HIGHWAYS

9626

9626.1 To receive a report from Council’s Highway Representative

Councillor Hayes had nothing to add to Cllr Lydon’s reporting of highway issues.

9626.2 To consider the SDC consultation to close the Castle Street car park for the Dursley Festival

The council discussed the merits of closing the car park, compared to the concerns of the Dursley Business Inclusive Group.

**IT WAS RESOLVED** following a vote of council (12 for, 2 abstentions – Cllrs Abraham & Firth) to support the request of Dursley Business Inclusive not to close the car park for the 2016 festival due to the impact on the town following the recent closure of Long Street car park and the ongoing reduction of parking spaces within the Swimming Pool car park due to the redevelopment works.

BUSINESS RELATING TO COMMUNITY SAFETY

9627

9627.1 To receive a report from the Council’s Police Representative

Councillor Nicholson the Council’s Police representative, reported that the Community Speed Watch is in need on new volunteers from the community to allow it to continue. Cllr Nicholson is awaiting dates from PCSO Griffiths when the police will be able to support the group with further monitoring.

**IT WAS AGREED** for the Town Clerk to advertise the need for community volunteers on the website and social media pages.

CLERK’S REPORT

9628

The Clerk’s report was noted.

MONTHLY AREA INSPECTIONS AND AUDIT CHECKS

9629

Details of Councillors scheduled to undertake area inspections and audit checks for June and July 2016 were noted.

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

The meeting closed at 8:15pm

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Town Mayor

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Date