

6th September 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, 6th September 2016.

Action Summary:

9668.2	The Town Clerk to contact our contractor over the repairs to the WMRG football shed	9671.5	The Town Clerk to submit the application to the LCAS
9671.6	The Town Council to contact the urgent grant applicants with the decision of the Council	9672.2	The Town Clerk to arrange the interviews for the role of Litter Collector

PRESENT

Cllr N Grecian, Mayor

Councillors: J Ball, J Burdge, B Cairns, S Creswick, S Abraham (Deputy Mayor), W Thomas, P Hayes, A Stennett, M Laybourne.

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

TO RECEIVE APOLOGIES FOR ABSENCE

9661

Apologies for absence were received from Councillors S Ackroyd (business), L Patrick (personal), A Sheffield (personal) C Nelmes (business), F Firth (personal), M Nicholson (personal) & B Marsh (personal).

MEMBERS' DECLARATIONS OF INTEREST

9662

Councillor Abraham declared a disclosable pecuniary interest in agenda items 11.6 (b) minute item 9671.6 (b), as Chair of Dursley Business Inclusive.

Councillors Creswick declared an interest in agenda item 11.5, minute item 9671.5, as an employee of GAPTC.

REQUESTS FOR DISPENSATIONS

9663

There were no requests for dispensations.

COUNTY AND DISTRICT COUNCILLOR REPORTS

9664

IT WAS RESOLVED to suspend Standing Orders.

Councillor Lydon's report had been previously sent to the Town Councillors. Cllr Lydon highlighted some key points: discussions continue between Gloucestershire County Council and Stroud District Council over town centre parking, but no agreement is in place. Future discussions and plans should include reviewing the bus services & station with the introduction of the link road through the Littlecombe.

Cllr Lydon stressed his support of the concerns over proposed traffic signals at Dursley Road junction and the need to meet with representatives from the County Council to highlight local concerns.

Cllr Lydon requested locations and works for both the lengths-men and Highways Local schemes.

District Councillors Reports

Councillor Cornell reported that she and her fellow Dursley District Councillors would be holding surgeries at the Farmers Markets in September, October and November. Cllr Cornell stated that the County Council should view the long term combined impacts of the large developments which will impact Dursley rather than looking at them as individual projects. Cllr Cornell reported that the planning application was being considered by the Development Control Committee on the 20th September and although it is recommended for approval there are concerns about the loss of employment land.

A petition of over 5000 signature has resulted in the proposed reduction of services from Stroud and Cirencester Hospitals being discussed at the County Council meeting on the 14th September.

An event to support local businesses across Cam, Dursley, Wotton and Berkeley is being held on the 21st September.

Apologies were received from Cllr Hayward.

REPRESENTATIONS FROM THE PUBLIC

9665

There were no representations from the public.

IT WAS RESOLVED to reinstate Standing Orders.

MINUTES

9666

The Minutes of the Meeting of the Council held on 2nd August 2016 were confirmed and signed by the Mayor.

9667.1 Council's Accounts 2016/2017

- (i) Cllr Cairns queried the payment for repairs to St Dominics Church, the Town Clerk responded that it was due accident damage from a tree that was the responsibility of the Town Council.

IT WAS RESOLVED that the schedule of payments be authorised and signed by the Mayor.

- (ii) Income received since the last Council meeting was noted, Cllr Ball queried the receipt 54 & 55 as it seemed to be duplication. The Town Clerk agreed to check these items.
- (iii) The monthly management/budget report was noted.

GREEN SPACES

9668

9668.1 Report of the Chairman of the Green Spaces Committee

There were no matters to report.

9668.2 Update on the repairs to the WMRG football shed

The Town Clerk reported that the contractor had completed the works but there were some queries over the final appearance which the Town Clerk will discuss with the contractor.

9668.3 Update on the recent fly-tipping at Kingshill Park

Cllr Stennett informed Council that following a visit from the Neighbourhood Warden and the local PCSO, the person responsible for the tipped materials admitted their actions and arranged for it to be removed.

TOWN IMPROVEMENTS AND AMENITIES

9669

9669.1 Report of the Chairman of the Town Improvements and Amenities Committee

There were no matters to report.

PLANNING

9670

9670.1 To receive the Minutes of the Planning Committee Meeting held on Tuesday 23rd August 2016.

IT WAS RESOLVED to adopt the Minutes

9670.2 Report of the Chairman of the Planning Committee

There were no matters to report.

POLICY AND FINANCE

9671

9671.1 Report by the Chairman of the Policy and Finance Committee

There were no matters to report.

9671.2 To resolve to adopt the General Power of Competence

IT WAS RESOLVED for Council to adopt the General Power of Competence due to both the qualifying criteria being met.

9671.3.3 To Review the Financial Regulations

IT WAS RESOLVED to accept the amendments included within the agenda papers to Section 4 of the Financial Regulations as proposed by Cllr Creswick.

9671.4 To adopt the following documents as requirements for the Local Council Award Scheme.

IT WAS RESOLVED to adopt the Strategic Plan and the Appraisal Policy.

IT WAS RESOLVED to adopt the Statement of Delegation with the amendments agreed to the Financial Regulations (Item 9671.3) being included to the proposed document.

9671.5 To approve the Application to the Local Council Award Scheme

IT WAS RESOLVED that the Town Council published on line the following documents:

- a) Standing Orders & Financial Regulations
- b) Code of Conduct and link to Councillors Interests
- c) Publication Scheme
- d) Annual Return (the latest)
- e) Transparent information relating to council payments
- f) Minutes – at least one full year of Council, Committees and sub-committees.
- g) Current Agendas
- h) Budget & Precept Information for current year.
- i) Complaints Procedure
- j) Council contact details and Councillor information
- k) Action Plan (current year)
- l) Evidence of communicating with the community
- m) Publicity of Council Activities
- n) Evidence of participating in Town and Country Planning
- o) Draft Minutes of all Council and Committee meetings in the last four weeks.
- p) Health & Safety Policy

- q) Equality Policy
- r) Councillor Profiles
- s) Community Engagement Policy
- t) Grant Award Policy
- u) Evidence to show Electors contribution to Annual Town meeting
- v) A Strategic Action Plan
- w) Evidence of Community Engagement
- x) Evidence of helping Community plan for its future

IT WAS RESOLVED that the Town Council has in place the following documents:

- a) Risk Management Scheme
- b) Register of Assets
- c) Contracts for all staff
- d) Insurance Policies
- e) Disciplinary & Grievance Policies
- f) Training Policy (Staff & Councillors)
- g) Training Record (Staff & Councillors – previous 12 months)
- h) Town Clerk who has achieved 12 CPD points
- i) Scheme of Delegation
- j) Addressed complaints received in the last year
- k) Two thirds of Councillors elected
- l) Annual Report
- m) Qualified Town Clerk
- n) Town Clerk & Deputy employed to nationally agreed terms/conditions.
- o) Appraisal Policy
- p) Training Policy.

9671.6 To consider the Urgent Grant Applications

- a) Girlguiding Dursley District – Firework Committee

IT WAS RESOLVED for the Town Council to award a grant of £641 to include the costs for the temporary event licence (£21), advertising (£250), fencing (£250) and hi-vis jackets (£120). Council voted 8 in favour with 2 abstentions (Cllrs Ball & Burdge)

- b) Dursley Business Inclusive – Town Leaflet

Cllr Abraham left the meeting.

The Town Councillors discussed the benefit to the town from the leaflet and using the map being designed for the leaflet on the town council website and proposed information boards in the town. There remained queries over the overall cost of the scheme in relation to the grant scheme. It was agreed by the Mayor to allow Cllr Abraham to return to the meeting to answer the queries raised by Council to allow a decision to be made at the meeting.

Councillor Abraham returned to the meeting.

Cllr Abraham informed Council that the distribution costs would be minimal and that the publishing costs would be in the region of £400.

Councillor Abraham left the meeting.

IT WAS RESOLVED that the Town Council would award grant funding to the sum of £750 towards the map and graphic design for the town leaflet. Cllrs voted 6 in favour, 1 against with 2 abstentions (incl. Cllr Ball)

Councillor Abraham returned to the meeting.

c) The Peak Academy – Adventure Playground

IT WAS RESOLVED that the Town Council could not support this grant application due to the recent large investment in similar facilities at the War Memorial Recreational Ground, the lack of benefit to Dursley young people and the Peak Academy being located outside of the Dursley Parish. Cllrs voted 6 in favour, 1 against and 3 abstentions (Cllrs Ball, Burdge & Grecian).

d) Hill Valley & Vale Children's Centres – Toy Library

IT WAS RESOLVED that the Town Council would award grant funding to the sum of £1,750. Cllrs voted 9 in favour with 1 abstention (Cllr Ball).

9671.7 Councillors' Reports

- (i) **Xmas Committee** (4/8/16) – The Deputy Clerk reported that the next xmas committee meeting had been postponed for one week. A celebrity has now been confirmed and that closure request for Parsonage Street had been confirmed by Stroud District Council. Our contractor had commenced with anchor point testing and plans were underway for the light renewal and upgrades required.
- (ii) **Future Dursley** (7/8/16) – Councillor Creswick reported that work is ongoing, the Steering Group is continuing to work on the draft policies and plan. Consultation events are being held at the Dursley Business Inclusive meeting on the 9th September and the Farmers Market on the 10th September.
- (iii) **Dursley Business Inclusive** (11/8/16) – The group continued to progress the town leaflet. Blackberry Barn Dance is being held on the 24th September to raise funds for DBI.
- (iv) **Dursley Welcomes Walkers** (22/8/16) – The Mayor highlighted that 23 walks are available during this year's festival. The details are available on the DWW website and leaflets will be available from Thursday. One of the new walks is to promote the Greenway project through the town.
- (v) **Transport/Parking Meeting** (5/9/16) – The Town Council hosted a follow up meeting with representatives from Gloucester County Council and Stroud District Council. The matters discussed were included within Cllr Lydon's report (Item 9664).

- (vi) **Tourism** (15/9/16) – The Deputy Clerk reported that the meeting had 17 people in attendance including new representatives from accommodation providers in Slimbridge, Wotton-Under-Edge Heritage & Visitor Centre and Hamfallow Parish Council. The group are going to do some visitor testing on two potential brand names: Cotswold Edge & Vale and Severnside Cotswolds.
- (vii) **Cam and Dursley Station Travel Plan** – Councillor Thomas reported that Gloucestershire County Council are not willing to steer or assume leadership of this group but progress continues to be made. Ideas being considered included Rednock School designing display boards for the station, personal travel plans and car-share schemes. Cllr Stennett displayed his disappointment at the lack of leadership from Gloucestershire County Council on this important integrated transport topic.

BUSINESS RELATING TO STAFF

9672

9672.1 Report by the Chairman of the Staff Committee

There were no matters to report.

9672.2 To consider interviews the Litter Collector position

IT WAS RESOLVED to proceed with interviews for the suitable applicants.

BUSINESS RELATING TO HIGHWAYS

9673

9673.1 To receive a report from Council's Highway Representative

Councillor Hayes reported that Dursley and the surrounding roads would now be impacted due to the planned closure of the A38 for replacement bridge works near Berkeley and the Tour de Britain bike race being held on Thursday 9th September.

BUSINESS RELATING TO COMMUNITY SAFETY

9674

9674.1 To receive a report from the Council's Police Representative

In the absence of the representative there were no matters to report.

9674.2 To receive a report from the Local Neighbourhood Police Representative

In the absence of the representative there were no matters to report.

CLERK'S REPORT

9675

The Clerk's report was noted. The Town Clerk Informed Council that we had successfully obtained a grant from the Big Lottery Fund to supply, install a defibrillator in the recently adopted telephone kiosk in Castle Street.

Councillors congratulated the Town Clerk on gaining CiLCA accreditation.

MONTHLY AREA INSPECTIONS AND AUDIT CHECKS

9676

Details of Councillors scheduled to undertake area inspections for September 2016 were noted.

The meeting closed at 8:30pm

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Town Mayor

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Date