

6th December 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 December 2016.

Action Summary:

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|-------------|--|--------|---|
| 9719.1(iii) | Attempt to increase font size used for budget reports. | 9729.2 | Issue Council's written consent regarding the Town Clerk's second employment at Shurdington Parish Council. |
| 9723.2 | Send response to BT consultation requesting that the Kingshill Road kiosk is retained. | | |

PRESENT

Cllr N Grecian, Mayor

Councillors: S Abraham (Deputy Mayor), M Nicholson, J Ball, A Sheffield, S Creswick, P Hayes, S Ackroyd, L Patrick, A Stennett & F Firth.

Also present: John Kay, Town Clerk; Leah Wellings, Deputy Town Clerk; County Councillor S Lydon and District Councillor D Cornell; Anne Robinson, Village & Community Agent; Jenny McEachran, Fire Service Community Safety Advisor and Gazette Reporter.

TO RECEIVE APOLOGIES FOR ABSENCE

9712

Apologies for absence were received from Councillors J Burdge (personal), B Cairns (personal), M Laybourne (personal), C Nelmes (work) and W Thomas (personal).

MEMBERS' DECLARATIONS OF INTEREST

9713

Councillor Ball declared a disclosable pecuniary interest in agenda item 8.1, minute item 9719.1(i), as an employee of the Dursley & District Community Association.

Councillor Ackroyd declared a disclosable pecuniary interest in agenda item 8.1, minute item 9719.1(i), as a mileage allowance claimant.

REQUESTS FOR DISPENSATIONS

9714

There were no requests for dispensations.

COUNTY AND DISTRICT COUNCILLOR REPORTS

9715

County Councillors' Reports

Cllr Lydon's report had been circulated to Town Councillors prior to the meeting. Cllr Lydon highlighted some of the key points including the outcome of the Development Control Committee (DCC) meeting on 29/11/16 and Stroud District Council's agreement that the traffic light proposal would not need to be implemented immediately allowing time to look at resulting traffic flows and explore other options, as long as costs to the developer are no more than for the lights proposal; member concerns about parking at Cam and Dursley Rail Station, which had been raised at DCC on 29/11/16; the Children's activity fund and County Councillors' ability to allocate £5,000 to support youth activities via capital grants within their division – could Vibe apply?

Cllr Lydon urged Council to identify jobs/sites for the Highways Lengthsman Scheme and forward to Highways by 12/12/16.

District Councillors Reports

Reports from Cllr Hayward and Fryer had been circulated to Town Councillors prior to the meeting; both had sent their apologies.

Cllr Cornell reported on the outcome of the DCC meeting on 29/11/16 regarding the traffic light proposal (as per Cllr Lydon's report above) and her view that the public meeting organised by Council and the representations made at the Committee had been a good team effort.

Cllr Cornell reported on a planning application that had been submitted for land off Hardings Drive this time for 5 houses, the land is outside of the settlement boundary and the subject of a village green application; the stalled Prospect Place development site and the desire to hold a meeting after Christmas to try and move this on; health and the Sustainability Plan including future cuts across the county expected to total £226 million, the details of which will not become clear until summer 2017; additional budget information which should be available for the next meeting and the Small Business Network Group which plan to meet at 6:30pm on 19/1/17 at Kingshill House.

It was noted that Cllr Cornell is checking whether the disabled parking bay outside the library is being enforced as it is often misused.

IT WAS RESOLVED to suspend Standing Orders to receive the following presentation.

PRESENTATION ON VILLAGE & COMMUNITY AGENTS

9716

Anne Robinson, Village & Community Agent for Dursley, introduced herself and the service provided by Agents within the community.

It was noted that the service is aimed primarily at the over 50s but also vulnerable people within the community; Agents offer an assisted signposting service by making direct contact with the agencies able to provide the service they need; the service is managed by the Gloucestershire Rural Community Council (the council

will be 10 years old on 9/12/16); Agents typically work 10-15 per week and can receive referrals from Doctors, the Together Trust or individuals themselves; time with clients is unlimited and is often spent making appointments for people (e.g. with CAB/Age UK) and attending first visits e.g. new social group activities which help to prevent isolation/build confidence.

Jenny McEachran, Community Safety Advisor from Gloucestershire Fire Service, introduced herself and the service the Advisors provide within the community under the Safe and Well Scheme.

It was noted that Community Safety Advisors are based in Fire Stations across the county and work out in the community providing safety advice; while they provide advice relating to fire safety (e.g. fitting new alarms/identifying electrical fire risks) their remit is much wider and also includes looking at mobility issues and home adjustments that could help people to stay safe in their own homes; they can refer to other agencies (e.g. Age UK, Telecare and the NHS physio team) to help people get extra support and the home adjustments they might need (e.g. handrails, specialist alarm equipment).

Councillors agreed that the work undertaken by Agents and Advisors within the community was very good, both were thanked for attending.

Anne Robinson and Jenny McEachran withdrew from the meeting.

IT WAS RESOLVED to reinstate Standing Orders.

REPRESENTATIONS FROM THE PUBLIC 9717

There were no representations from the public.

MINUTES 9718

The Minutes of the Meeting of the Council held on 1st November 2016 were confirmed and signed by the Mayor.

BUSINESS RELATING TO COUNCIL FINANCE 9719

9719.1 Council's Accounts 2016/2017

Councillors Ball & Ackroyd withdrew from the meeting.

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

Councillors Ball & Ackroyd re-joined the meeting.

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

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

Concerns were raised about the small font size used for the reports. The Clerk would look at this issue and attempt to increase the size.

GREEN SPACES

9720

9720.1 Report of the Chairman of the Green Spaces Committee

The Chairman had no matters to report.

9720.2 To note the repairs for the BMX track at Highfields Play Area will commence in January 2017

It was noted that the above repair work would commence in January and take approx. 2 weeks to complete.

TOWN IMPROVEMENTS AND AMENITIES

9721

9721.1 Report of the Chairman of the Town Improvements and Amenities Committee

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

9721.2 Report of the annual Christmas Lights Switch On Event held on the 25th November 2016

The Clerk reported on the event which had been very successful; large crowds attended and Vibe saw 60+ young people at the centre that night; the light switch on and fireworks display went well and, as of 6th December, the lighting works had been completed for this year's display.

Councillors congratulated and thanked the Christmas Working Group and volunteers for all their hard work to make the event a success.

PLANNING

9722

9722.1 To receive the Minutes of the Planning Committee Meeting held on Tuesday 15th November 2016.

IT WAS RESOLVED to adopt the Minutes.

9722.2 Report of the Chairman of the Planning Committee

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

9722.3 To receive an update on the Development Control Committee meeting of 29/11/16 Re: Proposed Traffic Signals at A4135 Kingshill Road/Dursley Road (Sandpits) Junction.

It was noted that the Clerk and Cllr Nicholson had attended the above meeting to make representations on behalf of the Town Council; representatives from Cam Parish Council were not in attendance; Cllr Nicholson and Cllr Lydon had both addressed the Committee in relation to the Box Road development (**S.15/2804/OUT**) application, speaking out against the associated proposed traffic signals at the A4135 Kingshill Road/Dursley Road (Sandpits) junction.

The outcome was that outline planning permission for the development was granted by the Committee but an amendment to the conditions was made that allows the traffic light proposals at Sandpits to not be implemented immediately. This gives the opportunity to look at the resulting traffic flows from the development and explore alternatives for the junction, such as roundabout improvements, as long as the overall cost is no greater to the developer.

It was recognised that the Town Council would need to continue to engage with all relevant parties and apply pressure to push for the review of the proposal, there are land ownership issues to consider and, while highways officers recognise roundabouts tend to be cheaper, Gloucestershire County Council Development Control continue to favour the current traffic light proposal.

On behalf of Council, the Mayor thanked the Clerk and Cllr Nicholson for attending the meeting.

POLICY AND FINANCE

9723

9723.1 Report by the Chairman of the Policy and Finance Committee

There were no matters to report.

9723.2 To Consider the Consultation to remove BT kiosks from three locations in Dursley and to consider adoption of historic kiosk

The Clerk outlined the consultation relating to BT's intentions to remove the kiosk at School Road, the kiosk near the shops at Kingshill Road and the kiosk at St Georges Road.

It was noted that the old style kiosk at School Road was in a very poor state, it had suffered vandalism over the years and a recent quote obtained for the repair work was £1,400. It was recognised that the Kingshill Road kiosk is situated in a prominent position and had a high number of calls, 171 in the last 12 months. While the St Georges Road kiosk had 56 calls it is situated relatively close to the kiosk in Kingshill Road.

IT WAS RESOLVED not to seek Council adoption of any of the kiosks considered but to request that BT reconsider their intention to remove the kiosk near the shops at Kingshill Road and instead keep it in operation. This decision is based on the number of calls made at this kiosk and its prominent position on a main road.

Cllrs Hayes and Firth abstained from the vote.

9723.3 Councillors' Reports

- (i) **S106 Community Facility Panel** (3&21/11/16) – The Mayor reported on the process which is ongoing; 12 projects applied for the funding in total, applicants were being assessed against criteria and those shortlisted would go forward to the next stage which should take place in January; shortlisted applicants would be notified by letter in due course. In response to questions, the Mayor confirmed that the panel includes Councillors from both Dursley Town Council and Cam Parish Council, as well as a GRCC Advisor and Stroud District Council Officer. Stroud District Council would consider recommendations and ultimately make the final decision regarding the funding.
- (ii) **Future Dursley – NDP** (9/11/16) – Cllr Creswick reported that work is progressing to meet the relevant deadlines, the plan is in draft format and consultation activities would take place early in the New Year.
- (iii) **Dursley Business Inclusive** (10/11/16) – The Clerk reported that the meeting had received an update on Dursley Carnival preparations.
- (iv) **Kingshill House** (15/11/16) – The Mayor reported that the venue is applying for a wedding license and already has one booking; financially they have performed better than expected in the 2nd quarter – income is increasing.
- (v) **GL11 AGM** (16/11/16) – The Mayor reported on Council's official membership of GL11. The tremendous amount and range of work undertaken at the Hub was noted. New staff were introduced at the meeting and recent work had been undertaken on the building; GL11 had thanked Dursley Town Council for the support received.
- (vi) **SLCC – Branch Meeting** (18/11/16) – The Clerk reported that he had been made aware of a £129 defibrillator replacement and spare part package, which would be investigated. It was noted that the defibrillator would be installed within the Castle Street phone box the first week in January 2017.
- (vii) **Dursley in Bloom** (21/11/16) – Cllr Creswick reported that the meeting was well attended; Penny Hyde is the new Chairman; winter planting had been undertaken with tulip bulbs recently been planted in several different areas; the group is working on plans for 2017; the next meeting is in January 2017.
- (viii) **SLCC – Annual Roadshow** (23/11/16) – The Clerk reported on the event which had been a good networking opportunity; contacts were made in relation to insurance and possible future community projects. It was noted that the talks given at the event were available on a memory stick from the office should councillors require further information.
- (ix) **Vibe Users Group** (1/12/16) – The Clerk reported that Vibe had seen 60+ young people visit during the Christmas lights event on 25/11/16, following a successful tuck shop voucher incentive handed out on the night; funding opportunities from PCC and Stroud District Council are being explored with the Door.
- (x) **Dursley United Charities** (1/12/16) – Cllr Ball reported that the charity had allocated 15 individual educational grants and Christmas assistance grants (worth £100-£120 each) to 60 families (including 8 single elderly people); the total amount of funds given out by the charity this year is £9,000; the charity receives a list of possible grant recipients from St James Church also health visitors and Treetops Children's Centre, a decrease in numbers had been

noticed this year; the charity is looking to tighten up on the application process and form used for future years.

- (xi) **Community Safety Panel** (6/12/16) – The Clerk reported on drug related activity in Stroud and vulnerable people’s homes being targeted and used, which had resulted in serious crimes being committed; the ‘Hollie Guard’ app launched by the Hollie Gazzard Trust, which turns smartphones into a personal safety device, and the Clerk’s intention to encourage the Door to raise awareness of the app at Vibe sessions; burglary and crime figures for our area, which are down and Stroud District Council’s review of budgets, which could result in the CCTV monitoring work moving to the Quedgeley station. It was noted that the Clerk had asked to be kept up to date on this issue.

BUSINESS RELATING TO STAFF

9724

9724.1 Report by the Chairman of the Staff Committee

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

9724.2 To receive an update on the vacant Litter Collector position

It was noted that no applications had been received following re-advertisement of the above position; the Clerk would investigate other options to cover litter collection.

9724.3 To consider the request from the Town Clerk regarding a position of Clerk at Shurdington Parish Council

The Town Clerk withdrew from the meeting.

IT WAS RESOLVED to deal with the above request in committee at the end of the meeting, following agenda item 18.1, minute 9729.1, given the confidential nature of the business. Please see minute item 9729.2 below.

The Town Clerk re-joined the meeting.

BUSINESS RELATING TO HIGHWAYS

9725

9725.1 To receive a report from Council’s Highway Representative

Cllr Hayes raised concerns about the upcoming closure of Kingshill Road to resurface the roundabout and the impact on traffic in particular HGVs and Buses.

It was noted that information about the closure and resulting diversion had been issued.

Concerns were also raised about the speed of traffic travelling along Uley Road. Members were made aware of equipment being used by Rodborough on the A46 near Nailsworth; since its introduction 900,000+ vehicles had been recorded for speeding.

The Clerk advised Council to wait and see how the data collected from the A46 equipment is used and how enforcement is handled.

Cllr Nicholson reported that the Community Speed Watch initiative had not undertaken any speed checks over the year as more volunteers were required; the support of the Gazette would be sought to assist with a recruitment drive.

It was noted that the Police are fully aware that Uley Road is a hot spot for speeding vehicles. It was also commented that vehicles speed down Silver Street late at night.

BUSINESS RELATING TO COMMUNITY SAFETY

9726

9726.1 To receive a report from the Council's Police Representative

Cllr Nicholson reported on what had been a relatively quiet period; he had been approached with reports of young people congregating behind a container reportedly taking drugs, this information had been passed to the Police.

Cllr Hayes made members aware that he had been asked about the possible existence of a bank card safety feature relating to pin numbers being entered backwards to raise the alarm should people be forced to withdraw cash from machines. It was suggested he speak with PCSO's about this feature and whether it is legitimate.

9726.2 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

9727

The Clerk's report was noted.

In addition the Clerk confirmed that that the office boiler replacement work would take place between 12th and 15th December 2016 and the deep clean work to Vibe and the office had been rescheduled for 10th and 17th December 2016.

MONTHLY AREA INSPECTIONS AND AUDIT CHECKS

9728

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

BUSINESS DEALT WITH IN COMMITTEE

9729

9729.1 To resolve to exclude the press and public from the remainder of the meeting by reason of the confidential nature of the business

IT WAS RESOLVED to carry out the remainder of business in committee due to the confidential nature of the business.

A member of the press and the Town Clerk withdrew from the meeting.

9729.2 To consider the request from the Town Clerk regarding a position of Clerk at Shurdington Parish Council (Agenda item 13.3, minute 9724.3)

Information regarding the Town Clerk's request above, circulated with the agenda, was considered.

IT WAS RESOLVED to give the Town Clerk written consent to undertake a second part-time employment as Parish Clerk and Responsible Financial Officer at Shurdington Parish Council to commence on 1st January 2017.

The Town Clerk re-joined the meeting.

9729.3 To receive an update from the Capital/Community Project Working Group

The Clerk gave an update. It was noted that the above Project Working Group had yet to meet.

There being no further business, the meeting closed at 8:25pm.

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Town Mayor

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Date