

4th July 2017

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 4th July, 2017.

Action Summary:

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| 9841.3 | To inform GCC that we will not be funding the structural strength tests in Castle Street | 9844.3 | To advertise the Apprentice Grounds Person position |
| 9843.2 | To inform The Door Youth Project to arrange the Young Parents sessions | 9846.1 | To note our concerns over Silver Street with GCC Highways |
| 9843.3 | Draft new inspection & internal control rota. | | |

PRESENT

Cllr N Grecian, Mayor

Councillors: S Creswick, A Stennett, J Burdge, P Hayes, A Sheffield, S Ackroyd, W Paice, M Woodward, W Thomas, M Nicholson, J Ball, L Patrick & B Cairns.

Also present: John Kay, Town Clerk and Leah Wellings, Deputy Town Clerk.

Absent: Cllr F Firth.

TO RECEIVE APOLOGIES FOR ABSENCE 9834

Apologies for absence were received from Councillor M Laybourne (business) and Councillor S Abraham (personal)

MEMBERS' DECLARATIONS OF INTEREST 9835

Councillor Ball declared a disclosable pecuniary interest in agenda item 7.1 (i), minute item 9839.1 (i), as an employee of the Dursley & District Community Association

REQUESTS FOR DISPENSATIONS 9835

There were no requests for dispensations.

COUNTY AND DISTRICT COUNCILLOR REPORTS 9836

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County Councillors' Reports

Cllr Patrick reported that surfacing works at Roseberry Mount, Third Avenue, Garden Suburb and Lawrence Grove had been "committed" and will be programmed. Cllr Patrick has £10k remaining from her Highways Local budget for 2017/18 which will be allocated to emergency works.

Cllr Patrick confirmed that she is now a Council represented on the GCC Police & Crime panel.

Apologies were received from District Councillors Cornell, Fryer and Hayward who had provided reports that had been previously forwarded to the Town Councillors prior to the meeting.

REPRESENTATIONS FROM THE PUBLIC 9837

There were no representations from the public.

MINUTES 9838

The Minutes of the Annual Meeting of the Council held on 6th June 2017 were signed by the Mayor.

BUSINESS RELATING TO COUNCIL FINANCE 9839

9839.1 Council's Accounts for 2017/18

(i) The Town Clerk confirmed the two payments for £97.50 to SDC were correct. Apogee had recently bought Danwood and had taken on our existing contract for the maintenance and print costs associated with the photocopier. The pension contributions to GCC was shown as two payments due to the way our staff costs are coded.

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

(ii) **IT WAS RESOLVED** that the Bank Reconciliation be authorised and signed by the Mayor.

(iii) The income received was noted, it was confirmed the payment to FJ Cambridge did not have a receipt number as it was an electronic payment.

(iv) The management/budget report was noted. It was requested that future reports show the budget position more clearly in relation to percentage of budget spent and whether the budget position was as expected. The Town Clerk agreed to review this.

GREEN SPACES

9840

9840.1 To receive the Minutes of the Green Spaces Committee Meeting held on 13th June, 2017

IT WAS RESOLVED to adopt the Minutes.

9840.2 Report of the Chairman of the Green Spaces Committee

The Committee Chairman reported that further damage had been reported to equipment at Highfields Play Area. Residents and visitors were being encouraged to report such instances to the police via the non-emergency telephone number 101 or in an emergency 999. The Green Spaces committee in September will consider the future of the shelter.

9840.3 Annual Visit of the Fair – 13th to 18th June 2017

The Fair had been quite successful this year with good weather and coinciding with the annual girl's football tournament on the Sunday. It continues to be a challenging task to ensure all safety risk assessments and insurance is in place prior to the fair operating and on this occasion a member of staff spent one full working day on this.

Two complaints relating to the use of an air horn were received by the Town Council and Stroud District Council's Environmental Health. The lead fair organiser agreed not to use the air horn when made aware of the concerns.

The Green Spaces Committee will consider these matters in September.

TOWN IMPROVEMENTS AND AMENITIES

9841

9841.1 Report of the Chairman of the Town Improvements and Amenities Committee

The Committee Chairman had no matters to report.

9841.2 Tourism Update

It was noted that the next Tourism Network meeting on 6th July 2017 at Kingshill House and the Steering Group meeting will be held on 25th July 2017 at Jacob's House.

9841.3 Castle Street: Hanging Baskets

The Town Clerk provided an update from recent discussion with GCC Street Lighting with regard to the structural testing on lighting columns required prior to permission for hanging baskets being permitted.

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IT WAS RESOLVED that due to the high costs, uncertainty over the frequency of testing required that this would not be considered as an viable option. Consideration will be given to other forms of increased planting in this area.

9841.4 Dursley in Bloom

It was noted that the annual judging of the Heart of England “in Bloom” competition will take place in Dursley on the 20th July 2017.

PLANNING

9842

9842.1 To receive the Minutes of the Planning Committee Meeting held on 6th July 2017

IT WAS RESOLVED to adopt the Minutes.

9842.2 Report of the Chairman of the Planning Committee

The Committee Chairman reported that the Committee had requested to the District Councillors for Dursley that the planning application S.17/1129/VAR – Land at No. 1 Third Avenue should be “called in” to allow the Development Control Committee to consider the application. Cllr Cornell has confirmed her approval of this request and submitted her request which is supported by Cllrs Hayward and Fryer. Cllr Nicholson requested that Cllrs Hayward and Fryer are both requested to submit their requests.

The Chairman reported that works continue on site, including the gas connection and the retrospective application has yet to be considered by SDC and is making a “complete mockery” of the planning process.

The Chairman has requested that the Town Council write to SDC’s Planning Officer Rachel Brown to request that the enforcement officers stop the ongoing works until such times as the Development Control Committee consider the application.

Cllr Patrick reported that the siting of a caravan had been withdrawn by the applicant for S.17/1010/FUL Ganzells Lane, but the mixed use (including equestrian) had been approved by SDC.

Cllr Patrick left the meeting.

POLICY AND FINANCE

9843

9843.1 To receive the Minutes of the Policy & Finance Committee Meeting held on 20th July 2017

IT WAS RESOLVED to adopt the Minutes.

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9843.2 Report by the Chairman of the Policy and Finance Committee

The Committee Chairman reported that a funding request had been received by The Door Youth Project to host a Young Parents group at The Vibe. The group was previously solely managed by Barnardos but due to management changes they can no longer commit to this. The group would be jointly managed by Barnardo's/The Door Youth Project who have asked if the rental fee for the Vibe could be funded by the Town Council (approximately £270).

IT WAS AGREED that the Town Council could support "in principle" this request and that the Town Clerk can inform Victoria Robson of this decision to allow the sessions to be arranged. The request will be formally resolved at next month's Council meeting.

9843.3 Inspections & Internal Control

The Town Clerk reported his concerns at the most recent meeting of the Policy & Finance committee that the monthly inspections and internal control checks were not being carried out as reported at Council meetings and to our insurance provider. The Policy & Finance Committee had agreed that this should be considered by the full Council and had requested the Town Clerk present a draft policy.

Councillors discussed the draft policy and it was generally accepted the inspections were of great benefit to the Council and the individual Councillors. It was acknowledged not all Councillors could commit to inspection all areas of the required inspections.

Councillors agreed an important aspect of the inspections process was to receive feedback on items highlighted, the Town Clerk confirmed this would be incorporated to existing "on to one" meetings with the staff.

IT WAS RESOLVED to accept the draft policy and for Councillors to inform the Clerk on what inspections they can and can't carry out, to allow a new rota to be introduced for August 2017 onwards.

9843.4 Dursley Carnival: Town Council Stalls

The Town Clerk advised Council that two stalls would be operation at this year's carnival between 10am and 2pm. The main topics would be the proposed carpark, the ongoing consultation on Highfields Youth Shelter and the NDP.

Councillor volunteers for both stalls are required and Councillors should notify the office of their availability.

Cllr Paice added that if anyone can volunteer to help the setup of the Carnival equipment on Thursday 13th (pm) or on Friday 14th please contact him directly.

9843.5 Councillors' Reports

- (i) **Future of Town Centres** (14/6/17) – Cllr Ball reported that this consultation meeting with David Lowin; SDC Principal Planner had been very interesting and informative. The topics discussed included services likely to disappear from “High Streets” across the district due to the growth of online services, housing, links to SDC website, accommodation for visitors etc. A small fund was available, with more details to follow.
- (ii) **Vibe Users Meeting** (15/6/17) – The Town Clerk reported that the last two meetings had been very poorly attended and is contacting representatives to consult on the future of the group.
- (iii) **Dursley In Bloom** (3/7/17) – Cllr Woodward reported that there were late adjustment's being made the judging route, the group had been notified of wed spraying tomorrow (5/7/17) and three new planters had been constructed at Breakheart Quarry by Rednock Students for May Lane. Requests were made to ensure the War Memorial Recreation Ground hedge was cut prior to the judging day. The Town Clerk was meeting potential contractors this week.
- (iv) **Future Dursley** (28/6/17) – Cllr Thomas reported that the group had considered the response form the recent leaflets and the issues with ensuring delivery to all residential addresses in the town.
- (v) **Dursley Carnival** – Cllr Paice reported that permission had been obtained for the road closure to allow the procession to travel from Rednock to the town centre. 10,000 leaflets had been distributed at Thornbury Carnival last weekend where the Dursley Carnival float won first prize. Donations of help and funds had been received from Dursley Lions, Probus and an anonymous donor. Acts/Guests include the winner (Alana Spencer) of the 2017 version of The Apprentice and Jay Winne from Britain's Got Talent TV shows.
- (vi) **Dursley Welcomes Walkers** – Cllr Grecian reported that the leaflets for this year's festival would be ready in August. Some walk specific posters would be available this year to try and attract more families and youngsters to take part in the festival. The group would have a stall at the Carnival.

BUSINESS RELATING TO STAFF

9844

9844.1 To receive the Minutes of the Staff Committee Meeting held on 13th July 2017

IT WAS RESOLVED to adopt the Minutes.

9844.2 Report by the Chairman of the Staff Committee

The Chair had no matters to report.

9844.3 To receive an update on the Apprentice Grounds Person Apprentice

The Town Clerk informed the Council that the candidate selected for interview declined the invitation due to receiving an offer of employment elsewhere. The

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Clerk recommended to Council to review the opening salary for the position and to re-advertise the position targeting young people at Rednock and Vibe.

IT WAS RESOLVED to re-advertise the position with a starting salary of £5 per hour. Should it prove not possible to fill this position then further consideration will be given to reviewing the grounds staff.

HIGHWAYS

9845

9845 To receive a report from Council's Highways Representative

Councillor Hayes had nothing to add to the information provided earlier in the meeting by Cllr Patrick.

BUSINESS RELATING TO COMMUNITY SAFETY

9846

9846.1 To receive a report from Council's Police Representative

The Council Police Representative reported that the Speedwatch Group had new volunteers including a new interested volunteer who had seen the recent press release. The group will be monitoring Uley Road and Woodmancote over the next two months with support from the local Neighbourhood Police Team.

The group would be targeting Uley Road on the evening of Thursday 6th July 2017.

Cllr Nicholson requested that the Town Clerk investigate permission and costs for advance signage at the entry points to the town and reminder signage in Uley Road and Woodmancote for "Community Speedwatch."

Cllr Nicholson commented on a report of antisocial behaviour at Highfields which included video evidence. The resident spent 10 minutes trying to contact the police using 101, and ended up emailing the police to obtain an incident reference number.

Cllr Cairn highlighted that he had received complaints from residents of Champions Court relating to the condition of the pavements in Silver Street and the lack of a crossing.

The office staff had recently forwarded a concerns and photographs of a mobility scooter user who had previously fallen out of the scooter on Silver Street due to the narrowness and camber of the pavements.

IT WAS AGREED that residents should be encouraged to contact Andrew Middlecote, GCC Local Highway Manager and/or GCC Councillor Loraine Patrick. The Town Council will formally write to Mr Middlecote to ask for a feasibility study to be carried out to review the layout of Silver Street.

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9846.2 To receive a report from the Local Neighbourhood Police

There was nobody present from the Police to provide a report but the Town Clerk informed the Council that PCSO Josh Griffiths was leaving Dursley in August after nine years to work in the Forest of Dean.

CLERK'S REPORT

9847

9847.1 Clerk's Report

The Clerk's report had been circulated with the agenda and the content was noted. The Clerk reported that currently the S106 Littlecombe Facility funding is to be decided at the SDC Strategy & Resource committee on the 13th July 2017.

INSPECTIONS

9848

9848.1 Monthly Area Inspections and Audit Checks

Details of Councillors scheduled to undertake area inspections and audit checks in July 2017 were noted.

BUSINESS DEALT WITH IN COMMITTEE

9849

9849.1 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. There were no members of the public present.

9849.2 To receive an update on Community Projects

The Clerk informed Council that Stroud District Council had completed the validation of the planning application, which was now live. It was noted there was a problem on the SDC website viewing documents but the ability to add comment was active. All comments are to be received by SDC on or before the 18th July 2017. SDC have notified us to expect a decision on the application by the 17th August unless notified.

There has been no response to our solicitor on the boundary enquires.

The insurance per annum for the empty building would be approximately £900. Our existing insurance provider had no issues about the future use of the plot as a car park subject to appropriate risk assessments and the site being "fit for purpose".

It was suggested a salvage company be considered to strip any assets from the building subject to the purchase completion.

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The need for a specific project working group to consider the finer details of the project was raised.

IT WAS AGREED that the Town Clerk would continue to project manage and provide updates to Council. Should the Clerk require additional Councillor support between Council meetings then the members of the Community Project Working Group are available.

The meeting closed at 8.30p.m.

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Town Mayor

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Date

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