

1<sup>st</sup> August 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 1<sup>st</sup> August, 2017.

### Action Summary:

9858.3	To draft a letter to the Carpenters Arms re their floral display	9860.2	To provide the grant funding to the Toy Centre grant application
9858.4	To draft a letter of support for the Dursley Welcomes Walkers application to the Cotswold Gateways project	9860.3	To arrange the new office PC
9858.4	To respond to the request for Dursley Welcomes Walkers signage	9866.3	To arrange interviews for the Apprentice Grounds Person position

## PRESENT

Cllr N Grecian, Mayor

Councillors: S Abraham (Deputy Mayor), S Creswick, P Hayes, A Sheffield, W Thomas, L Patrick, B Cairns and Melanie Laybourne.

Also present: John Kay, Town Clerk and Leah Wellings, Deputy Town Clerk, SDC Councillor Colin Fryer and a Gazette reporter.

Absent: Cllr F Firth.

### TO RECEIVE APOLOGIES FOR ABSENCE 9850

Apologies for absence were received from Councillors Alex Stennett, Matt Nicholson & Wayne Paice (business) and Councillors Jan Burdge, Symon Ackroyd, Mandy Woodward and Jane Ball (personal).

### MEMBERS' DECLARATIONS OF INTEREST 9851

There were no declarations of interest received.

### REQUESTS FOR DISPENSATIONS 9852

There were no requests for dispensations.

### COUNTY AND DISTRICT COUNCILLOR REPORTS 9853

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District Councillors' Reports

Cllr Fryer reported that Stroud District Council will be considering fixed term tenancy's, the Council had been awaiting government guidance but this had yet to be received and is now expected in October 2017.

Apologies were received from District Councillor Cornell.

County Councillor report

Cllr Patrick reported that she forwards information to her Dursley Town Council and the other parish councils in her constituency as she receives it, rather than waiting until meetings. She has now met with all the parish councils following a meeting at Frocester and has attended two meetings of the Child & Family Scrutiny group, which has over seen many changes since the critical Ofsted report into Council services.

Cllr Patrick met with Martin Surl and requested a breakdown of the costs related to two police horses, reported to be approximately £200k, including the £60k purchase of a horse box.

Cllr Patrick has allocated her Youth Funds to Allsorts, PCSO Josh Griffiths youth reward fund, Coaley Playgroup and a play area in Frocester.

Cllr Patrick reported that a joint project with SDC Councillors Cornell and Hayward has resulted in a cleanup of the Lower Kingshill area. A good example of cross political party, Council and Councillor's working together.

REPRESENTATIONS FROM THE PUBLIC 9854

There were no representations from the public.

MINUTES 9855

Cllr Cairns noted an error of the date of the Staffing Committee recorded in the minutes of the Council held on 4<sup>th</sup> July 2017.

The amended Minutes of the Meeting of the Council held on 4<sup>th</sup> July 2017 were signed by the Mayor.

BUSINESS RELATING TO COUNCIL FINANCE 9856

9856.1 Council's Accounts for 2017/18

- (i) The Town Clerk agreed at the request of Council to confirm the extent of the grass cut by Stroud District Council and paid for by the Town Council. It was understood this was a long-term agreement that should be reviewed by the Green Spaces committee.

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**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, but the Clerk was asked by Council to confirm to which visit Rogers Fair paid a sum of £494.40 for the hire of the WMRG (Payment 50).
- (iv) The management/budget report was noted. The Council agreed that the revised reporting of actual/estimated expenditure was helpful.

GREEN SPACES

9857

9857.1 Report of the Chairman of the Green Spaces Committee

In the absence of the Committee Chairman there was no report.

TOWN IMPROVEMENTS AND AMENITIES

9858

9858.1 To receive the Minutes of the Town Improvements Committee Meeting held on 18<sup>th</sup> July 2017

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

9858.2 Report of the Chairman of the Town Improvements and Amenities Committee

In the absence of the Committee Chairman there was no report.

9858.3 Heart of England "In Bloom" Judging

It was reported that the judges had been very complimentary about the town and had commented on the increased displays in Parsonage Street. The results of the judging will be announced on the 14<sup>th</sup> September.

Cllr Hayes reported that the floral display at the Carpenters Arms was excellent and proposed that a letter acknowledging the efforts of the private business/landlord was sent by the Town Council. **IT WAS RESOLVED** that the Town Clerk to draft a letter on behalf of the Mayor.

**IT WAS AGREED** that an annual competition for should be considered at the next meeting of the Town Improvements committee.

9858.4 Walkers are Welcome Signage

Councillors were provided updated information on a Cotswold Gateway project which the Dursley Welcomes Walkers had made an initial enquiry to apply for.

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The projects aim is encouraging walking and cycling in the Cotswolds by improving signage, information and facilities for cyclists and walkers.

**IT WAS RESOLVED** that the Clerk should draft a letter of support on behalf of the Mayor for the project but it should also reference the use of bridleways to be supported by the Cotswold Gateways project.

The Council considered the signage and accompanying information from the Dursley Welcomes Walkers.

**IT WAS RESOLVED** that the Council would not want the “and District” to be included on the signage and that the lettering should be reduced to “Dursley Welcomes Walkers”.

## PLANNING

9859

9859.1 To receive the Minutes of the Planning Committee Meeting held on 25<sup>th</sup> July 2017

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

9859.2 Report of the Chairman of the Planning Committee

In the absence of the Chairman it was noted that an extraordinary meeting of the Planning Committee is scheduled for Wednesday 2<sup>nd</sup> August at 18:30 in the Methodist Church meeting room.

The meeting is to consider the S.17/1184/DISCON Littlecombe Zone K2 Lister Road, Dursley - Discharge of condition 25 (Kingshill Road/Kingshill Lane junction) - Application Ref: S.15/0476/OUT

9859.3 A Heritage Strategy for Stroud District

**IT WAS RESOLVED** for Cllr Cairns to review the document prior to the deadline date of the 15<sup>th</sup> September 2017.

## POLICY AND FINANCE

9860

9860.1 Report by the Chairman of the Policy and Finance Committee

The Committee Chairman had nothing to report.

9860.2 Urgent Grant request for the Toy Centre

The Town Clerk highlighted to Councillors that funding had been set aside for this grant request due to the return of the previous grant request for this project by another organisation.

**IT WAS RESOLVED** to approve the grant request for the sum of £1020.

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9860.3 New IT Equipment

The Town Clerk reported that a new office PC was required to upgrade for the current laptop being used. The older laptop would be decommissioned as it was rarely used.

**IT WAS RESOLVED** to accept the quote from our IT consultant for the new desktop PC with associated Office and Anti-virus installation.

**IT WAS AGREED** that the Town Clerk would present a report for the Policy & Finance Committee in September with regard to reviewing our IT consultancy setup.

9860.4 Young Parents Group

**IT WAS RESOLVED** to confirm the “in principle” support to fund the rent of Vibe for the young parent group as recommended by the Policy & Finance Chair at last month’s Council meeting.

9860.5 Councillors’ Reports

- (i) **Tourism Network Group** (6/7/17) – The group received an exciting presentation from the Berkeley Rail project, which aims to provide a 4.5 mile track with two stations, for a steam train by 2020, This would be a major tourist attraction to the area. The Deputy Clerk advised Councillors that the presentation was available on the Town Council website. The Steering Group will next meet on the 15<sup>th</sup> August.  
The Deputy Clerk informed Council that she had visited Stow Town Council who have an arrangement to host a tourist information point within the town’s library. The manager at Dursley library has expressed an interest in following a similar set up.
- (ii) **Dursley In Bloom** (Various) – The meetings held in July were geared to final preparations for the annual judging.
- (iii) **Dursley Business Inclusive** (21/7/17) – Cllr Abraham reported that the group remain unhappy with the on-street parking enforcement, and are particularly concerned at Enforcement Officer’s offering delivery drivers to pay £10 to park while delivering. Cllr Hayes reported the Dursley Lions also pay this £10 fee in May Lane to allow temporary parking on double yellow lines to load/unload furniture. A meeting with the GCC Parking Manager is scheduled for 8am on the 4<sup>th</sup> August at the Hummingbird Cafe.
- (iv) **Dursley Carnival** (15/7/17) – The Clerk provided the key points of a report submitted by Cllr Paice. The weather had impacted the event but it had been successful with mostly positive feedback. Some concerns had been received regarding the road closure and the presence of dogs on the WMRG. It was noted the Green Spaces Committee had been asked to consider allowing dogs (for a dog show) on the WMRG but had refused this request. Council policy remains no dogs on the WMRG at any time.  
The Carnival is being scheduled for next year (14<sup>th</sup> July) but additional funding and volunteer support will be necessary to provide the same scope as this year’s event.

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- (v) **Joint Woodland Committee (17/7/17)** – Cllr Laybourne reported that the group had discussed a high mast in Uley and the lack of maintenance on the paths on the land at Hardings Drive, which has been the location for proposed development and is now subject to a Town Green application. The office had recent emailed all Councillors with an update on this application.
- (vi) **GAPTC Think Tank (20/7/17)** – The Town Clerk was invited to attend a meeting hosted by the Gloucester Association of Parish and Town Councils to obtain feedback on the services provided and how they can improve links with other groups; Gloucestershire Rural Community Council and Gloucestershire market Towns Forum.
- (vii) **Youth Centre Management Committee AGM (20/7/17)** – The Committee appointed officers for the following year and approved the annual reports. It was agreed that the garden was the highest priority project and the planned painting of the interior was agreed could be delayed. The application to become a Charity Incorporated Organisation is progressing.
- (viii) **Townsend Residents Association (20/7/17)** – The Clerk attended and provided a presentation on the car park project which is very popular with the group. As a result of concerns raised the Clerk has arranged a joint meeting with the Salvation Army over a number of issues and provided the group with a copy of the up to date road layout for the bottom of Long Street. Cllr Patrick was in attendance providing an update and the roles of GCC/SDC/DTC. Cllr Thomas provide an update form the Cam & Dursley Transportation Group.  
**IT WAS AGREED** that Long Street road layout should be added to the agenda for the Planning Committee in August.  
It was noted that the tees on the Town Green at Long Street have died and this will be reported to St Modwens/Rooftop Housing.
- (ix) **Xmas Group (20/7/17)** - The plans for the 2017 Xmas event were progressing. The group have applied to Tesco Bags for Help funding for new lights on the Town Hall and are raising funds in other ways including a Halloween stall & competition.
- (x) **GAPTC AGM (15/7/17)** – This meeting clashed with the Carnival so the Town Council had no representation. Cllr Creswick reported the event was attended by the NALC Chair, Sue Baxter, an officer from Gloucester Archives and a representative from neighbourhood policing in Gloucestershire. Changes to the Neighbourhood Policing are to be expected in the autumn. Motions submitted for consideration by members included GCC not commenting on developments with less than 5 dwellings and changing the law to allow Parish/Town Councils to allocate funds towards repair of churches. Subsequently banking issues faced by Parish/Town Councils has been raised as a key issue in the sector.
- (xi) **Town Trust (20/7/17)** – Funding for the lift project is still be investigated. The guttering has been cleaned by a new hoovering method. The Town Hall requires more users/events for it to be viable in the long term.  
It was requested that the Town Council trustees enquire why more wasn't done to get the stair lift operational or to recover the costs from the supplier/contractor.
- (xii) **Community Association (26/7/17)** – The ramp installation was ongoing, awaiting delivery of the railings, with a planning application submitted for

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the extension. The Walker Room had received new chairs donated by the Prince of Wales and the damp problem had been repaired. The future of the hall was queried as rumours had been circulating that this was going to be used by the school.

BUSINESS RELATING TO STAFF

9861

9861.1 To receive the Minutes of the Staff Committee Meeting held on 13<sup>th</sup> June 2017

The minutes of this meeting had been received at the July meeting of Council.

9861.2 Report by the Chairman of the Staff Committee

The Chair had no matters to report.

9861.3 To receive an update on the Apprentice Grounds Person Apprentice

The Mayor proposed to discuss this item in committee at the end of the meeting. This was seconded and approved by Council.

HIGHWAYS

9862

To receive a report from Council's Highways Representative

Councillor Hayes reported that there had been complaints from the public regarding parked cars in Parsonage Street, mostly blue badge holders. There are a number of locations where hedges are overhanging the footway at various locations in the town. These locations should be reported to GCC highways for action, landowners are responsible.

BUSINESS RELATING TO COMMUNITY SAFETY

9863

9863.1 To receive a report from Council's Police Representative

In the absence Cllr Nicholson, the Town Clerk reported that the dates for the Speedwatch group had been issued to the local police. It was hoped that Special Constables would be available to accompany our volunteers, thereby issuing tickets to drivers travelling in excess of the speed limits.

Mr Geoff Bevan, Chief Observer of the Bristol Advanced Motorists had accompanied the group on a recent session and had offered advice and guidance on road safety and advanced driving.

9863.2 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 a leaving presentation for PCSO Josh Griffiths would be held at 4pm on Monday 14<sup>th</sup> August at the Methodist Church meeting room.

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CLERK'S REPORT

9864

The Clerk's report was noted.

INSPECTIONS

9865

The Town Clerk reported that the office had received four of nine scheduled inspections checklists for July and the internal check had been carried out.

BUSINESS DEALT WITH IN COMMITTEE

9866

9866.1 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. The Gazette reporter left the meeting.

9866.2 To receive an update on Community Projects

The Clerk informed Council that Stroud District Council had completed their formal consultation, but comments would be received until the application was decided. Over 70 support comments had been received, with minor concerns over the layout and direction of traffic having been received.

We have received no further correspondence from Stroud District Council, so a decision should be made in early September unless they notify us otherwise.

GCC Highways had raised queries over visibility splay, parking bay sizes, layout and signage. Our consultant has responded and answered all queries.

Dursley Welcomes Walkers have requested to use the car-park during the October festival. This parking is more important than ever to the festival as Sainsbury's are unable to commit to allowing spaces for walkers this year. The Town Clerk has supported the request should the car park not be ownership of the Town Council at this time.

The vendor's solicitor has yet to respond to our boundary queries, our solicitor has agreed to follow this up.

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9866.3 Apprentice Grounds Staff Position.

The Town Clerk presented three applications from local young people to Council and recommended that all three be offered an interview for the position.

**IT WAS RESOLVED** to offer an interview to all three applicants.

The meeting closed at 8.45p.m.

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Town Mayor

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Date