

7th August 2018

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 7th August 2018.

Action Summary:

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| 10074.3 | Town Clerk to publish the approved CCTV Policy and Code of Conduct Documents. | 10082.4 | Town Clerk to proceed with the appointment of Alun Griffiths (Contractors) Ltd as the main contractor for the construction of the new car park and associated works. |
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PRESENT

Cllr N Grecian, Mayor

Councillors: M Woodward (Deputy Mayor), S Abraham, J Ball, J Burdge, S Creswick, P Hayes, A Sheffield, A Stennett, W Thomas & A Whitwell.

Also present: Leah Wellings, Deputy Town Clerk, A Lyon, Council Administration & Accounts Assistant; Stroud District Councillor Fryer and Gazette Reporter.

Absent: Councillor Ackroyd

TO RECEIVE APOLOGIES FOR ABSENCE 10066

Apologies for absence were received from Councillors M Stennett (work), B Cairns (personal), M Nicholson (work), W Paice (personal) & L Patrick (work).

(Apologies for Councillor Ackroyd received after the meeting)

MEMBERS' DECLARATIONS OF INTEREST 10067

There were no declarations of interest from members.

REQUESTS FOR DISPENSATIONS 10068

There were no requests for dispensations.

REPORTS FROM COUNTY OR DISTRICT COUNCILLORS 10069

The Mayor read out highlights from a written report supplied by District Councillor Cornell.

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The report included an update on the Car Parking consultation which ended on 29th July 2018, Stroud are in the process of considering the responses and hope to share proposals moving forward soon; Market Town funding which Stroud are still compiling submissions for; the appointment of a new Chief Executive which will be ratified by full Council on 9th August with an announcement shortly after; planned meetings with Mayors across the district; the delegation of power to serve fixed penalty notices (FPNs), which means that Town and Parish Council employees can be appointed to serve notices on behalf of Stroud District Council for dog fouling offences; an update on the Local Plan and housing numbers in light of the revised National Planning Policy Framework on 24th July 2018, the Stroud district is expected to deliver 40% more homes than previously allowed for in the Local Plan.

District Councillor Fryer reported on the Stroud District Council Task and Finish Group he chairs which is looking at tenant involvement. The group is looking closely at the current tenant involvement structure and grants process with a report expected in September. They are looking at the criteria and training for Neighbourhood Ambassadors and hope that all areas will have them, at the moment not all areas are covered.

District Councillor Fryer reported on the car park consultation and that the feedback received is being taken in to account; there is a Labour Group meeting before the full Council meeting on 9th August 2018 and it would be an item of discussion for members.

Related to the car park consultation and proposals, District Councillor Fryer reported that the Stroud District Council Strategy and Resources Committee would be making a recommendation to Full Council, Full Council would ultimately make the final decision.

REPRESENTATIONS FROM THE PUBLIC 10070

There were no representations from the public.

District Councillor Fryer withdrew from the meeting.

MINUTES 10071

The Minutes of the Meeting of the Council held on 3rd July 2018 were signed by the Mayor.

BUSINESS RELATING TO COUNCIL FINANCE 10072

Council's Accounts for 2018/19

- (i) **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.

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(iii) The income received since the last Council meeting was noted.

(iv) The management/budget report was noted.

It was noted that Barclays Bank had just announced the closure of the Dursley branch, writing to all account holders. Given the Council has a Barclays account it was suggested that the Town Clerk review this account with the Policy and Finance Committee.

GREEN SPACES

10073

10073.1 Report of the Chair of the Green Spaces Committee

The Chair reported that due to the deteriorating condition and age of the Council's sit on mower, the Clerk would be investigating the purchase of a new one.

TOWN IMPROVEMENTS AND AMENITIES

10074

10074.1 To receive the Minutes of the Town Improvements Committee Meeting held on 10th July 2018.

IT WAS RESOLVED to adopt the Minutes of the meeting.

10074.2 Report of the Chair of the Town Improvements and Amenities Committee

The Chair had nothing to report.

10074.3 To confirm the recommendation of the Town Improvements Committee and approve the Council's CCTV Policy documents

IT WAS RESOLVED to confirm the recommendation of the Town Improvements Committee and approve the following documents circulated with the agenda:

- a) CCTV Policy
- b) CCTV Code of Practice
- c) CCTV Appendix A – System Annual Review
- d) CCTV Appendix B – Signage
- e) CCTV Appendix C – Access Request Form
- f) CCTV Incident Log Form

The documents would be published on the Council's website.

10074.4 To receive a report on the Town Centre Festival and Carnival Dursley held on the weekend of 13th to 15th July 2018

It was noted that a report was not yet available from Carnival Dursley.

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The Deputy Mayor gave a report on the Festive Dursley 'Summer Stalls' event which took place on the morning of 14th July 2018. The event had been a success with positive feedback received, it had coincided with the Art Exhibition at the Methodist Church, the Farmers Market, the Heritage Centre opening times and also the Council's 'Open House' Event. The Morris Dancers had been a particular highlight and they had since indicated they would like to support the Festive Dursley switch on event in the future.

The Deputy Town Clerk reported that the Council 'Open House' event at the office had been popular and many residents and visitors to the area had stopped by to look inside Jacob's House.

10074.5 To note the Heart of England in Bloom judges Visit

It was noted that the Heart of England in Bloom judges visited Dursley on 17th July 2018, the result is expected to be announced on 20th September 2018. Volunteer feedback from the visit had been that it had gone well.

On behalf of the Council, the Mayor praised the hard work of all the Dursley In Bloom volunteers.

It was highlighted that some rubbish had accumulated in the water course located at the Pin Mill (this area was not part of the judging route). It was agreed that the Deputy Town Clerk would visit the water course and report any rubbish that might have accumulated here for removal by the landlord.

PLANNING

10075

10075.1 To receive the Minutes of the Planning Committee Meeting held on 17th July 2018

IT WAS RESOLVED to adopt the Minutes of the meeting.

10075.2 Report of the Chair of the Planning Committee

In the absence of the Chair there was no report.

10075.3 Update on Future Dursley (Neighbourhood Development Plan)

It was noted that the independent examination of the plan started at the beginning of August 2018 and is currently ongoing.

POLICY AND FINANCE

10076

10076.1 Report by the Chair of the Policy and Finance Committee

The Chair had nothing to report.

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10076.2 To consider submitting a response to the NHS Gloucestershire consultation "Improving Specialist Rehabilitation after a Stroke"

The information detailed in the NHS engagement leaflet was considered. Councillor Ball, speaking as a representative of the Vale Community Hospital League of Friends, highlighted the pros and cons of the proposal. It was noted that the League of Friends were engaged in ongoing discussions locally regarding the proposal.

IT WAS RESOLVED that the Town Council would not reply to the consultation given the deadline had passed but would keep abreast of the ongoing discussions with the League of Friends.

10076.3 To note there would be a Councillors briefing session on the General Data Protection Regulation at 7pm on Tuesday 14th August 2018 in Dursley Library.

Members noted the information and were advised by the Deputy Town Clerk to confirm their attendance with the Council office.

10076.6 To receive reports from the following meetings:

- (i) **SDC Market Town Fund** (5/7/18) – The Mayor and Town Clerk had attended the meeting with Stroud District Councillor Officers, the funding is available over 3 years. The Town Council had applied for money towards the new car park and was still awaiting a decision from the District Council.
- (ii) **Dursley Business Inclusive** (12/7/18) – The Deputy Mayor reported on a visit from Mr S Lyndsey from the City Safe initiative, the item would be on the next agenda. The car park consultation was a main item of discussion.
- (iii) **DTC Open House event** (14/7/18) - The Deputy Town Clerk had given a report minuted under item 10074.4.
- (iv) **Vale Vision AGM** (16/7/18) – Councillor Stennett was unable to attend the meeting so a report was not available.
- (v) **Youth Centre Management** (19/7/18) – Councillor Creswick reported that the group had dealt with operational matters. It was noted that they were looking again at the garden area as a bid to get a grant for improvement work had been unsuccessful.
- (vi) **Dursley Welcomes Walkers** (23/7/18) – The Mayor reported that they were expecting 35 walks to take place as part of this year's Walking Festival, some pre-festival walks would take place on Wednesday 3rd October, the current information is on the website and the festival brochure would be published soon. It was noted that the Cotswold Gateway bid had been successful but discussions were ongoing regarding the detail.

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- (vii) **Dursley Business Inclusive – Public Meeting (Car Park Charging)** (23/7/18) – Councillor Abraham reported that the turnout for the car park meeting had been very good and the meeting had gone well, a Stroud District Council officer and Councillor Cornell had attended. A group of Dursley Business Inclusive representatives would be attending District Council meetings including the Strategy and Resources Committee meeting and Full Council meetings to maintain pressure on the District Council.
- (viii) **Roads Safety Group** (24/7/18) – Councillor Hayes attended the meeting which had not been well attended. There had been discussion about the success of the ANPR system at Kingswood. It was noted that the 30mph speed limit sign on the A38 bridge located at the Prince of Wales, which had been on the northbound side of the road/bridge, had been confusing and had now been removed.
- (ix) **Car Park Project Meeting No 5** (25/7/18) – The Town Clerk had circulated notes from the meeting.
- (x) **Festive Dursley** (30/7/18) – The Deputy Mayor had reported on a meeting that had taken place with some members of Festive Dursley to discuss and share ideas for a summer event. The meeting was informal and no decisions had been made.
- (xi) **Festive Dursley** (6/8/18) – The Deputy Mayor reported that activities are being planned for the switch on event on 30th November. The group is engaging in fund raising activities including the ‘Bags of Help’ at Tesco’s. Residents can donate unwanted artificial trees for use in this year’s winter wonderland theme, Snow Business have offered to help Festive Dursley decorate them.

BUSINESS RELATING TO STAFF

10077

10077.1 To receive the Minutes of the Staff Committee Meeting held on 12th June 2018

IT WAS RESOLVED to adopt the Minutes of the meeting.

10077.2 Report by the Chair of the Staff Committee

In the absence of the Chair there was no report.

HIGHWAYS

10078

To receive a report from Council’s Highways Representative

Councillor Hayes reported that he had raised concerns with Highways about blocked road drains and the risk of flooding as a result, if heavy rain should occur; he had been informed by Highways that the drains would be cleared in September which he had highlighted would be too late. Councillor Hayes had since raised the issue with County Councillor Patrick.

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BUSINESS RELATING TO COMMUNITY SAFETY

10079

10079.1 To receive a report from Council's Police representative

Councillor Nicholson was not present to give a report.

Councillor Stennett gave an update on Community Speedwatch and made a call for volunteers to help with August sessions. It was noted that the Police are still involved and had attended a recent session.

10079.2 To receive an update from the Dursley Neighbourhood Police team

The Dursley Neighbourhood Police team were not present to give a report.

CLERK'S REPORT

10080

The Clerk's report was noted.

INSPECTIONS

10081

The inspections for August and September were noted.

BUSINESS RELATING TO CAR PARK

10082

10082.1 To receive the Minutes of the Car Park Committee Meeting held on 31st July 2018

IT WAS RESOLVED to adopt the Minutes of the meeting.

10082.2 Report of the Chair of the Car Park Committee

In the absence of the Chair there was no report.

10082.3 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 exclude the press and public from the remainder of the meeting by reason of the confidential nature of the business.

The Gazette reporter withdrew from the meeting.

10082.4 To approve the recommendation of the Car Park Committee on 31st July 2018 to appoint the main contractor for the construction of the new car park and associated works.

The Consultants Tender Report circulated with the agenda was considered.

IT WAS RESOLVED to approve the recommendation of the Car Park Committee on 31st July 2018 and appoint Alun Griffiths (Contractors) Ltd as the

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main contractor for the construction of the new car park and associated works. ADCMS would be instructed to discuss the detail with the contractor and price works related to the retaining wall.

The meeting closed at 8.05p.m.

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Town Mayor

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Date

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