

DURSLEY TOWN COUNCIL

MINUTES and REPORT of the MEETING of the TOWN IMPROVEMENTS COMMITTEE of the Council held in the **Dursley Library, May Lane, Dursley** at 7:00pm on Tuesday, 10th July 2018 for presentation to the Council on Tuesday 7th August 2018.

PRESENT

Councillors: J Ball, S Abraham, W Thomas (Vice-Chair), M Woodward, A Sheffield, P Hayes and A Whitwell.

In Attendance: John Kay, Town Clerk.

In the absence of the Chair, the Vice-Chair Cllr W Thomas assumed the role of Chair for the meeting.

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors W Paice (business), M Nicholson (personal) and J Burdge (personal).

2. MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

3. REQUESTS FOR DISPENSATIONS

No requests for dispensations were received.

4. REPRESENTATIONS FROM THE PUBLIC

There were no representations from the public.

5. MINUTES

The Minutes of the Meetings of the Town Improvements Committee held on Tuesday 10th April and Tuesday 8th May 2018, having been circulated among the members were taken as read, confirmed and signed by the Chairman as a correct record.

6. CHAIR'S VERBAL REPORT

In the absence of the Chair the Vice-Chair had no matters to report.

7. RAILINGS ON CASTLE STREET

The Committee referred to the update from the Project Officer regarding progress with potential suppliers.

IT WAS AGREED that we should confirm the final design with Ironcraft. The committee agreed that "Dursley" did not need to be included but they want the "twist" option on one of the designs provided by the Project Officer to be included. The top of the rail to be able to support hanging flower boxes.

8. TOURISM

a) The Town Clerk provided an update on the Cotswold Edge & Severn Vale Tourism Network. It was noted the next Network group meeting would take place in September and would be held in Wotton-under-Edge.

b) The response from Stroud District Council regarding the Council's comment was

considered. **IT WAS AGREED** that the Cotswold Edge & Severn Vale Tourism Network group are best place to take forward this project for the area to the south of Stroud. The Committee would be willing to support any future project.

- c) The Committee considered the feedback from Dursley library regarding the leaflets/retail orders, local guide books, access to social media.

IT WAS AGREED that these items could be added to the core provision of the Visitor Information Service and that the Deputy Clerk should continue discussions with GCC. The Committee would like to aim for a spring 2019 start date for a six-month trial of the Visitor Information Centre. An evaluation and assessment of the service would follow to confirm if this is something that all parties wish to consider on a more permanent basis.

- d) The Town Clerk reported that there remains signage in the town from the old tourist information office. This existing signage will be repointed and where applicable painted. It was the opinion of the Town Clerk that this signage would be sufficient for the above trial period and additional signage could be considered if the Visitor Information Centre becomes a more permanent arrangement.

9. CCTV

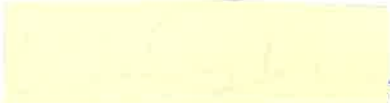
- 9.1 The Town Clerk confirmed that the installation of the CCTV cameras and recording/monitoring equipment started on Monday 9th July.

- 9.2 The Town Clerk presented the following draft policy and associated documents:

- CCTV Policy
- CCTV Code of Conduct
- CCTV Appendix A – System Annual Review
- CCTV Appendix B – Signage
- CCTV Appendix C – Access Request Form
- CCTV Incident Log Form

IT WAS RESOLVED to recommend that Council approve the draft policy and associated documents at the meeting of Council on the 7th August 2018. Once the new CCTV system is fully commissioned the Town Clerk will arrange a press release and a photo opportunity for the local press.

The meeting was closed at 19:30pm.


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Chairman

16 OCTOBER 2018

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Date