

WOTTON-UNDER-EDGE TOWN COUNCIL



Councillors - You are summoned to attend a meeting of the Town Council on **Tuesday 18th April 2017** at 7pm in the Civic Centre Committee Room

Public are Welcome

S Bailey Town Clerk
11th April 2017

AGENDA

1. To receive **Apologies** for absence
2. **Declarations of Interest** to be received now or as soon as known.
3. **Public Forum**
4. **Minutes of the Council Meeting** of 20th March 2017 - to approve these Minutes.
5. **Chairman's Announcements** - To receive report from the Chairman.

6. **Accounts**
 - a) To approve Clerk attendance at (free) SLCC full day Markets seminar on 30/6/17, mileage charge circa £67 to Bridgenorth.
 - b) To receive quarterly report from Youth & Community Services and approve payment of £3298 in line with SLA.
 - c) To consider whether to continue quarterly Mayor reports in the Wotton Directory at a cost of £242 for half-page.
 - d) To approve Honorarium payment of £400 to M Woolfrey for maintenance of the Tolsey clock.
 - e) To approve Honorarium payment of £100 to Town Crier from Town Trust.
 - f) To note increase in costs for waste management from £2 to £2.20 per sack for general waste; and from £1.75 to £1.93 per sack for recycling. (Usage for Town Council approx. 100 general waste/annum, so increase of £20/annum; approx. 60 recycling sacks/annum so increase of £10.80/annum. Usage for Town Hall approx. 50 general waste sacks/annum so increase of £10.00/annum).
 - g) To approve Civic Centre lift repairs to alarm and maintenance light as recommended on Zurich lift inspection at a cost of £253 *
 - h) To consider demand for purchase of a PPL licence for the Youth Centre in addition to the current PRS for Music licence*
 - i) To note credit of £198.84 to be refunded to Town Council re. Pensions Ill-Health Liability Insurance.
 - j) Budget 2016/17. To note report of expenditure against budget – end-of-year summary.*
 - k) To approve the accounts for payment.*

7. **Grants and Donations**
 - a) To approve payment of grants agreed at Budget meeting, as follows:
 - i) CVTN - £200
 - ii) Wotton Arts Association - £150
 - iii) Cobalt - £50
 - iv) CAB – £1300 grant plus costs in kind for telephone/room hire/use of photocopier.
 - v) Under-the-Edge Arts - £200
 - vi) Heritage Centre - £3400
 - b) To consider grant application (for electrical costs) from Wotton Community Sports Foundation towards their Party in the Parc fund-raising event & which budget if approved*

8. **Policies and Procedures**
 - a) Adverse Weather Policy – to approve revisions*
 - b) Annual Risk Assessment for year commencing 1st April 2017 – to approve for audit purposes

- c) Councillor internal audit checks annual & quarterly – to note completion & findings.
 - d) Town Council Crest Usage Policy – to consider adoption*
9. **Traffic Regulation Orders** – To approve final Gloucestershire Highways proposals and match-funding expression of interest application (£7,500 towards estimated cost of £15,000).*
 10. **Parking Enforcement** – To consider options*
 11. **Good Deeds Section: Thanks to Volunteers** – To acknowledge recent volunteer work for the benefit of the town/community.
 12. **Clerk's Report***
 13. **Correspondence** to note or request action:
 - a) To note letter from the International Centre for Birds of Prey concerning Wotton's Eagle Owl. Residents are being told to notify the Police of any attacks.
 - b) To note email of thanks for Town Council and SDC provision of a litter bin at the junction of Cherry Orchard/Synwell Lane.
 - c) To note invitation from CPRE Gloucestershire to Branch AGM on 30/5/2017 at the Royal Agricultural University, Cirencester.

Brochures/Newsletters for information only:

CPRE Gloucestershire Annual Review 2016; CPRE Gloucestershire Views Spring 2017; Countryside Voice Spring 2017; The Door Spring 2017

14. **Brief reports from Councillors**
County Council, District Council, Footpaths Committee, Special Purposes Committee, Allotments Committee, Wotton Youth Partnership, Town Regeneration, Sports Foundation, Wotton Pool, Heritage Centre, and any other meetings attended.
15. **Town Affairs** – very brief comments from Members or items for future agendas
16. **TOWN TRUST ITEMS**
 - a) To consider quotation for replacement stone fleur-de-lys on Chipping Hall*
 - b) To approve quote for replacement lift light in Town Hall*

15 minutes Councillor brainstorming session at request of Mayor

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health & Safety and Human Rights.

Useful Numbers

Highways Maintenance – Freephone 08000 514514

Highways & Streetlighting email – highways@gloucestershire.gov.uk Non-urgent Police calls – 101

Clerk to the Council: Ms S Bailey, Council Offices, Civic Centre, 2 Gloucester Street, Wotton-under-Edge, GL12 7DN

Tel: 01453 843210 Email: clerk@wotton-under-edge.com Website: www.wotton-under-edge.com Office Hours: Monday, Wednesday, Friday 9am to 12.30pm Wotton-under-edge Town Trust Reg Charity No.20346