

**DRAFT MINUTES OF WOTTON-UNDER-EDGE TOWN COUNCIL MEETING
HELD ON MONDAY 20TH NOVEMBER 2017 AT 7PM IN THE CIVIC CENTRE**



Present: Cllrs P Smith (Chairman) T Luker, N Pinnegar, June Cordwell, R Claydon, C Young, L Farmer, John Cordwell (from 8.05pm), R Hale.

In attendance: Town Clerk Ms S Bailey, District Cllr C Braun, 1 member of public

T.5400 Apologies for Absence accepted from Cllrs A Wilkinson, J Turner, P Barton, N Clement

T.5401 Declarations of Interest Cllrs R Claydon (personal) neighbour ref payment sheet.

T.5402 U A Fanthorpe's CBE and Queen's Gold Medal for Poetry Dr Rosie Bailey was welcomed to the Town Council and thanked for her decision to bequeath the Late U A Fanthorpe's CBE and Queen's Gold Medal for Poetry to the town of Wotton-under-Edge. An extract from UA Fanthorpe's initial impressions on moving to Wotton years ago was read out by Rosie to the delight and appreciation of Councillors, and provided a thoughtful and entertaining start to the evening meeting.

T.5403 Public Forum – none

T.5404 To approve the Minutes of the meeting held on 16th October 2017. It was proposed by Cllr June Cordwell and seconded by Cllr R Claydon to approve these Minutes as presented, agreed all in favour.

T.5405 Chairman's Announcements – the Mayor will switch on the lights at Under the Edge Arts Centre at the Christmas event shortly.

T.5406 Accounts

a) To approve installation of panic button link from office to intruder alarm at a cost of circa £215; proposed by Cllr N Pinnegar, seconded by Cllr R Claydon agreed by all to approve.

b) To approve purchase of paint/materials at an approximate cost of £170 for improvements to town centre litter bins in response to a request from Wotton in Bloom, who hope to enter Britain in Bloom in 2018. SDC to arrange Leyhill Prisoners to carry out the work if materials are provided; proposed by Cllr L Farmer, seconded by Cllr N Pinnegar agreed by all to approve.

c) To approve quote for water works at New Road allotments for £5160.77, as recommended by the Allotments Committee. A backing document was provided explaining the different quotes received and the options available, ranging from relaying replacement pipe under verge along existing route outside surgery entrance, various water troughs around the site, and a brand new shorter but more reliable connection to the existing water main in the highway, adjacent to allotments entrance. It was proposed by Cllr T Luker and seconded by Cllr L Farmer and agreed 6 in favour, 2 against, to proceed with the new Severn Trent connection. Although it is slightly more expensive, the connection will be more reliable in the future and easier to sort out any problems.

d) To approve quote for CCTV works at a cost of £2188. In addition to the previously approved upgrade of data recorder, this quotation enables the recorder

to be sited remotely in the IT cupboard due to its loud noise and lack of suitable soundproof casing available, and for a larger amount of memory to assist data processing. Although the Clerk remains concerned that the system still does not satisfy the visual requirement of being able to view all cameras on one screen at one time, Council does not consider it prudent to spend extra funds on upgrading the cameras yet which would enable this facility. It was proposed by Cllr June Cordwell and seconded by Cllr T Luker to approve this quote, agreed 7 in favour, 1 against.

- e) To approve subscription renewal to CPRE at a cost of £36; proposed by Cllr R Hale, seconded by Cllr L Farmer agreed by all to approve.
- f) To approve installation of replacement gatepost at Knapp Road Allotments. Two quotations supplied. After requesting clarification of hard or softwood post (hard preferred) and whether cemented base is to be removed, it was proposed by Cllr N Pinnegar and seconded by Cllr L Farmer to delegate the works to the Clerk to appoint and organise, agreed by all.
- g) Noted that contractor has been engaged to erect Tabernacle Christmas tree this week due to staff shortages.
- h) Budget 2017/18. After a question regarding subscriptions and regeneration budget, it was noted that report of expenditure against budget is healthy.
Cllr R Claydon left the room for this item
- i) To approve the accounts for payment. It was proposed by Cllr L Farmer and seconded by Cllr C Young to approve these payments, agreed all in favour.
Cllr R Claydon returned to the meeting

T.5407 Meeting Dates – To approve Council meeting dates for 2018/19. It was proposed by Cllr N Pinnegar to approve the list of dates as presented, seconded by Cllr R Claydon, agreed by all.

T.5408 Youth Work Re-Tendering – to appoint working group to assess documents for youth work re-tendering contracts. It was agreed that the following Cllrs are appointed: June Cordwell, P Smith, R Claydon, T Luker, C Young, R Hale. First meeting be an evening early January – Clerk to identify dates.

T.5409 Civic Centre Car Park Working Group – To receive update on progress and to ascertain council support/commitment to continue with proposals. The Mayor explained progress to date of the two meetings to identify possible charges, the operating system, costs, implications and legal documents/procedures needed. It was proposed by Cllr C Young and seconded by Cllr June Cordwell and agreed all in favour, 1 against, that Council continues to provide time and resources to further develop these proposals. Meeting with SDC to take place shortly regarding their plans to introduce car parking charges districtwide.

Cllr John Cordwell entered the meeting

T.5410 St Mary's Improvements – To note that Town Council has been advised of works to churchyard in relation to toilet installation. After a site meeting with Revd Axford, it was explained that no changes to layouts are proposed and intent is to reinstate any paths/entrances dug up.

T.5411 2018 Parliamentary Constituency Boundary Review – To consider Town Council response. The Clerk is asked to resubmit the previous response – even though it does not appear to have been taken into account in the second

review – adding that the district Wards used in the review are the old SDC Wards and not the current ones.

T.5412 Consultation on Updating Disqualification Criteria for Local Authority Members – to consider comments. Backing documentation was provided to Members from NALC which explained specific questions relating to criminal/civil disqualification criteria and proposals to change this. After much discussion, the responses will be submitted to NALC by the Clerk.

T.5413 Bench Outside 10 High Street – To consider request to move bench due to building change of use and the consequent problem of cigarette smoke filtering through the windows from users of the bench. Council requests that the bench is moved further up High St to be sited outside the NFU Building, if they agree, and also enquire of SDC if the litter bin can be moved with it, in order that litter does not become a problem adjacent to the bench.

T.5414 Community Transport Enquiry – call for evidence. Although the date for responses has passed, Cllr June Cordwell explained how the Wotton Hopper Bus was established in 2001 via a £39k grant from the now defunct Countryside Agency. We should remain vigilant for similar opportunities to improve rural transport services and consider responding to the next draft of the rural transport enquiry.

T.5415 Good Deeds Section: Thanks to Volunteers – to acknowledge recent volunteer work for the benefit of the town/community; no current suggestions.

T.5416 Clerk's Report – a comprehensive report covering October/November was supplied and noted. Due to Buildings Manager continued illness, some extra staffing cover in the office has been procured. Furthermore the caretaker's resignation will necessitate further urgent council action very shortly to cover basic facility operations.

T.5417 Correspondence to note or request action:

a) Noted email complaining of the proposal to extend yellow lines in Gloucester Street. Glos County Council are co-ordinating the TRO consultation; the Clerk is requested to ask about proposed timeline and whether final TRO proposals will revert to WTC for comment.

Brochures/Newsletters for information only: The Door Annual Report 2016/17; CPRE Glos Views Autumn 2017; War Memorials Trust Bulletin Nov 2017

T.5418 Reports from Councillors & meetings attended

County Council – written report provided by Cllr John Cordwell. The disabled space in Westfields will revert to double yellow lines since the new dropped kerb has rendered it too small for purpose. Virgin Media works in Wotton will cease on 22nd December as funding stops for their Wotton project.

District Council – written report provided by Cllr Ken Tucker; Cllr Braun highlighted the consultation of Right Homes Right Places and asked that all councillors/public complete a short survey on whether new home development should be in a dispersed or concentrated fashion. Concentrated development is more likely to result in more infrastructure investment such as transportation. 6500 new homes are needed across the district.

PROW & Amenities Committee – not met, but administration for the Gateway Project has continued.

Finance & Special Purposes Committee – Members will meet informally this week to discuss urgent staffing issues.

Allotments Committee – meeting discussed mainly the water options as above.

Wotton Youth Partnership – at the AGM, June Cordwell was elected as new Chairperson and stated that the Heritage Project, funded by SDC, will be taken over from the Heritage Centre (with thanks to J Walshe) and supervised to ensure it continues successfully, involving young people interviewing older residents.

Town Regeneration Partnership – not met.

WC Sports Foundation – met; meeting not attended, clashed with Council meeting

Wotton Pool – AGM was held same date as Council meeting again.....

Heritage Centre – report supplied by Cllr June Cordwell. Work is now progressing towards the re-accreditation of Museum Status for the Arts Council. Current exhibition is about burials; 2018 new exhibition will be about schools in Wotton.

Chamber of Trade – no report

Recreational Trust – no report

Wotton Pool - Recent AGM held same evening as Town Council meeting.

Powerpoint circulated by Pool Committee to Councillors – very useful historical evidence and photos of Pool's development over time. Many funds raised and grants secured recently – the Pool Committee are congratulated for their recent achievements and their long term vision.

Walking Festival – Cllr N Pinnegar attended their meeting where they have now sorted leaders & walks for the 11/12/13 May 2018 event.

Virgin Media - fortnightly meetings at the Town Council have proved useful to aid snagging problems in town during the works; 22nd December is their last day in Wotton – anything unfinished after this point will be shelved.

T.5419 Town Affairs

Cllr John Cordwell – recent accidents and the ensuing traffic chaos at Tortworth/Charfield show how vulnerable the current infrastructure is, even before proposed new housing.

Cllr N Pinnegar – buses are mounting the verges in Mount Pleasant and this leads to muddy churned up verges and danger for pedestrians. Clerk to forward complaint to SDC, who did actually promise extra parking provision here a few years ago.

Cllr T Luker – enquired about old builder's yard at Chipping for parking – still no response to previous letters sent to owners.

Cllr June Cordwell – lower branches of trees in the Chipping Car Park – need trimming – Clerk to check SLA as to whose responsibility it is.

This completed the business of the Town Council at 9.00pm

Signed:Dated: