

**DRAFT MINUTES OF WOTTON-UNDER-EDGE TOWN COUNCIL MEETING  
HELD ON MONDAY 18<sup>th</sup> DECEMBER 2017 AT 7PM IN THE CIVIC CENTRE**



**Present:** Cllrs P Smith (Chairman) T Luker, N Pinnegar, June Cordwell, R Claydon, C Young, John Cordwell, R Hale, J Turner, P Barton,

**In attendance:** Town Clerk Ms S Bailey, 3 District Cllrs, 10 members of public

**T.5420 Apologies for Absence** accepted from Cllrs A Wilkinson, L Farmer

**T.5421 Declarations of Interest** Cllr R Claydon (personal neighbour ref payment sheet), Cllr John Cordwell (personal KLB Governor) ref planning application, Cllr N Pinnegar (personal neighbour correspondence & planning application), Cllr P Barton (neighbour planning application), Cllr R Hale (personal family staff at KLB planning application), Cllr T Luker (personal friend of planning applicant).

**T.5422 Prize Giving** – to present the prizes for the Christmas Shop Window competition. The Mayor present the following prizes for excellent window displays and thanked Jeff & Janet Walshe & Jill of the Heritage Centre for their assistance in organising this event.

1st prize	£125 cash	Longfield
2nd prize	£75 cash	Clarences
3rd prize	£35 cash	FiFis Fancy Furniture
Highly commended	£20 voucher for Royal Oak	Daisy M Vintage
Commended	2 x Wotton cinema tickets	Be Chic Hairdresser
Commended	4 Market St <i>hairdresser</i> voucher	Crafters
Commended	Loving Home £10 voucher	Norvilles
Commended	The Swan £10 food voucher	Loving Home

**T.5423 Public Forum** – various residents of Potters Pond and Jays Mead attended and spoke of their huge concerns regarding the planning proposals for a new dwelling in the garden of 6 Potters Pond and its unsuitability in relation to their properties. Councillors listened to the issues and asked questions for clarification. It was agreed to bring forward this item on the agenda due to the large amount of public interest.

**T.5424 S.17/2679/FUL Land At 6, Potters Pond**, Construction of a new two storey detached dwelling. After examination of the plans available and discussion of the various issues raised by the public earlier, it was proposed by Cllr R Claydon and seconded by Cllr John Cordwell and agreed all in favour to object to this application for the following reasons:

- Failure to meet Policy ES3; there is a serious loss of privacy & amenity space for neighbouring properties and it is overbearing in its design. There would be an increased risk of flooding and a detrimental impact on highway safety
- Failure to meet Policy ES10 which values the historic environment and assets
- Not respectful of policy CP14 s5, i.e. having an appropriate design and appearance which is respectful of the surroundings, including built environment and heritage
- Lack of respect for CP14 item 7 which states that development should not unacceptably or adversely affect neighbouring occupants

- Inability to meet policy HC1 s9 which states that small scale housing development must have a layout access and parking appropriate to the site and surroundings.
- Lack of definition regarding proposals for Velux windows which offer further opportunity to affect neighbouring privacy and amenity.
- Accessibility via a steep communally used driveway on a bend which would not be suitable for construction traffic. A construction method statement would be needed since construction vehicle parking on site or on the driveway is impossible, the road outside is increasingly busy given the popularity of the new Potters Pond development leading to increased roadside parking, and its location close to two busy residential junctions. Furthermore Traffic Regulation Orders via Gloucestershire County Council will increase the double yellow lines outside this property as a result of parking /traffic related problems at this location.

**T.5425 To receive Police Report** – no attendance by Police; a new December report was forwarded this morning.

**T.5426 To approve the Minutes** of the council meeting held on 20<sup>th</sup> November and the planning committee meeting held on 28<sup>th</sup> November 2017 It was proposed by Cllr C Young and seconded by Cllr R Hale to approve the Council Minutes after one amendment, agreed 9 in favour, 1 abstention. It was proposed by Cllr N Pinnegar and seconded by Cllr R Claydon to approve the Planning Minutes, agreed 9 in favour, 1 abstention.

**T.5427 Chairman's Announcements** – no announcements

**T.5428 Accounts**

a) To approve Clerk & Deputy Clerk attendance at SLCC Branch AGM 1st March 2018 Falfield, including discussions on new Data Protection regulations, at a total cost of £40. Proposed by Cllr N Pinnegar seconded by Cllr P Barton to approve this training agreed by all.

b) To consider quote for cleaning the War Memorial prior to centenary of the end of First World War. The Memorial was cleaned a few years ago and it is not considered necessary to spend £3871 to clean it again, proposed by Cllr John Cordwell seconded by Cllr June Cordwell and agreed 9 in favour 1 abstention.

c) To approve Clerk's attendance at two day SLCC Practitioners Conference at Kenilworth 22<sup>nd</sup> Feb 2018 cost £269 for members if booked by 18<sup>th</sup> Jan 2018. (SW SLCC Conference of Nov 17 previously approved by WTC for Clerk costing £69 was not booked as full). The Clerk circulated the agenda for the two day conference. Proposed by Cllr P Barton seconded by Cllr R Hale to approve this training agreed by all.

d) Budget 2017/18; report of expenditure against budget noted

*Cllr R Claydon left the room*

e) To approve the accounts for payment. The Clerk highlighted a few extra payments to be made; it was proposed by Cllr John Cordwell seconded by Cllr R Hale to approve these payments agreed by all.

*Cllr R Claydon returned to the room.*

**T.5429 Notification of External Auditor** for Financial Year 2017/18 – noted that the new appointed auditor will be PKF Littlejohn LLP.

### **T.5430 Allotments**

a) To reconsider works to New Road allotments water supply in light of changes to the quoted amounts. The isolated quotation for the standpipe from Pipeline Logistics was different to the previous figure provided if PL were not undertaking the whole quoted works. This rendered the Severn Trent approved works option £425 more expensive overall and thus the difference of £2051 between the two methods was considered too great. It was therefore proposed by Cllr R Claydon and seconded by Cllr R Hale to approve Pipeline Logistics as the approved supplier of works, to lay a new water pipe along the existing supply line from the existing water connection tap outside the Chipping Surgery, rather than a new connection further down, next to the allotments entrance, for a price of £3534, agreed 9 in favour 1 abstention.

b) To approve path improvement works at New Road allotments. After much renegotiation of works needed and path plan being approved by the Glos Local Highways Manager, it was proposed by Cllr P Barton and seconded by Cllr R Hale to approve the D Howse quote of £3365 for installing a safer graded path with edge boards to (and through) the main entrance, along with a new gate and handrails, agreed all in favour. One quote was sourced, since it is currently difficult to obtain builder quotes within a short time frame, which are very competitive.

### **T.5431 Stroud District Council – Meeting with Parish and Town Councils**

30th January 2018, 7pm. To consider attendance – please note this coincides with Footpaths Committee meeting. Agreed attendance by Cllrs C Young and P Smith.

**T.5432 West of England Joint Spatial Plan** – to assess whether Council wishes to provide extra comments on Plan Soundness to comments already submitted. Deadline 10th January 2018. After discussion of the matters mentioned during last submission, it was agreed to make sure that the same comments, where relevant to the current consultation, are taken into account.

**T.5433 Good Deeds Section:** Thanks to Volunteers – to acknowledge recent volunteer work for the benefit of the town/community; it was agreed to thank the organisers of the Wotton Christmas event two weeks ago, and also the Wotton Silver Band for playing through the town's streets.

**T.5434 Clerk's Report** – a comprehensive report various activities undertaken and also explaining the urgent cover needed during the buildings manger's illness and the caretaker's sudden departure which left few staff to look after the buildings and facilities. Thanks were given to Cllrs P Smith, R Claydon and P Barton for assistance – customer bookings would undoubtedly have been cancelled without this support, leading to unpopularity of the Town Council. The Clerk will circulate an email requesting help on 3 occasions in January to move chairs and tables.

**T.5435 Correspondence** to note or request action: *Cllr N Pinnegar left the room*  
To note email complaints from Mt Pleasant resident about Cemetery conifer growth; site meeting being arranged for January. *Cllr N Pinnegar returned to the room*

A letter had also just arrived from a prisoner at Leyhill requesting donations towards establishment of a memorial at the prison. Unfortunately, it is outside the parish of Wotton and the Clerk will advise him to contact Tortworth Parish Council.

Brochures/Newsletters for information only: none

### **T.5436 Reports from Councillors & meetings attended**

County Council – written report provided by Cllr John Cordwell; budgets are currently being discussed. Current Traffic Regulation Orders in pipeline are safe however there will be no funds for further Orders. Progress on WTC's TRO request is sought.

District Council – written report provided by district councillors who also highlighted that the SDC social housing contract with Mears end in March. Bearland's Play Area Group has now secured funding for the new play equipment and the order has been placed – the Clerk was thanked for her assistance. Rope Walk toilets have been refurbished but are not yet open to the public. Types of recycling containers allowed in domestic waste was discussed - some guidance is given on SDC website:

<https://www.stroud.gov.uk/environment/bins-rubbish-and-recycling/bins-recycling-containers/which-bin-should-i-use/green-wheelie-bin-and-box>

PROW & Amenities Committee – not met

Finance & Special Purposes Committee – not met

Allotments Committee – not met

Wotton Youth Partnership – Cllr June Cordwell explained that YCS had obtained funding from SDC for mental health services and WYP is considering holding the funds to enable work in Wotton. Mr S Gillings of YCS needs to contact the Town Council regarding altering the music room in the youth centre and implementing the mental health work. The WTC youth working group are meeting in early January to discuss the re-tendering process for youth work in Wotton for the next 3 years.

Town Regeneration Partnership – not met

WC Sports Foundation – no report

Wotton Pool – next meeting 8<sup>th</sup> January AGM

Heritage Centre – written report provide by Cllr June Cordwell

Holywell Farm Planning Inquiry – attended by Cllr Young who gave an explanation of the lively characters at the event - decision likely in a few months.

### **T.5437 Town Affairs**

Cllr John Cordwell – bottom entrance of the Chipping car park and footpath to Symn Lane used to have a grit bin – questioned its removal? The Town Council's current Adverse Weather Policy does not show one in this location.

Cllr J Turner – the new look Co Op store incorporating the new postal facilities is now up and running and has received favourable comments so far.

## **PLANNING ITEMS**

*Cllr C Young took the Chair*

### **T.5438 NEW APPLICATIONS.**

**a) S.17/2705/TCA The Manor House, Culverhay**, Evergreen Magnolia by the house. . High tops on the church yard side. Reduce to approximately 1.0 above the roof line. High, long branches. Reduce by approximately 1.5m to shape. Lower branches across and in front of the house. Reduce by approximately 1.0m to shape. Hawthorn. Remove the tall central leader and shape. It was proposed by Cllr June Cordwell and seconded by Cllr R Claydon to support this application, agreed all in favour.

*Cllr T Luker left the room*

**b) S.17/2651/HHOLD 23 Westfields**, External wall wrap around insulated render system. It was proposed by Cllr J Turner and seconded by Cllr John Corwdwell to object to this application, agreed all in favour due to:

- The wrong site plan has been supplied for its location

- Details are unclear as to what the cladding substrate is, also whether it is fireproof, and also aesthetics / appearance of the finished product have not been explained.

*Cllr T Luker returned to the room  
Cllrs P Barton & N Pinnegar left the room*

**c) S.17/2656/HHOLD 1, 3, 7 Mount Pleasant**, External wall wrap around insulated render system. It was proposed by Cllr John Cordwell and seconded by Cllr R Hale to object to this application, agreed all in favour due to the details being unclear as to what the cladding substrate is, also whether it is fireproof, and also aesthetics / appearance of the finished product have not been explained.

Furthermore these properties have historical interest and it is considered that they are worthy of assessment by the conservation officer. They are the result of rare surviving donated houses from the Swedish Government after the end of the War, and deserve protection status. Details to be forwarded to the SDC Conservation Officer.

*Cllrs P Barton & N Pinnegar returned to the room  
Cllr R Hale left the room*

**e) S.17/2624/FUL Katharine Lady Berkeley Sports Field**, Wotton Road, Formation of 2 BMX bike tracks. It was proposed by Cllr T Luker and seconded by Cllr P Smith to support this application, agreed all in favour, although also submitting the question of why the application is titled 'KLB Sports Field' when the application is by Wotton Community Sports Foundation and the site is called the Community Parc.

**f) S.17/2647/FUL Katharine Lady Berkeley's School**, Wotton Road, Single storey extension to DT block. It was proposed by Cllr T Luker and seconded by Cllr R Claydon to support this application, agreed 9 in favour, 1 abstention.

**g) S.17/2646/FUL Katharine Lady Berkeley's School**, Wotton Road, Demolition of existing temporary classrooms. Single Storey extension, to provide 2 new classrooms and toilets. It was proposed by Cllr P Smith and seconded by Cllr T Luker to support this application, agreed 9 in favour, 1 abstention

*Cllr R Hale returned to the room*

*This completed the business of the Town Council at 9.35pm*

Councillors and members of the public/district councillors enjoyed a quiz and a Christmas drink.

Signed: .....Dated: .....