



MINUTES OF WOTTON-UNDER-EDGE TOWN COUNCIL MEETING
HELD ON MONDAY 18th JULY 2016 AT 7:00PM IN THE CIVIC CENTRE

Present: Cllrs P Smith (Mayor), T Luker, P Barton, N Clement, N Pinnegar, R Claydon, C Young, John Cordwell, June Cordwell, A Proctor, A Kendall, A Wilkinson

In attendance: Town Clerk Ms S Bailey, public none, District Cllrs G Butcher, K Tucker

T.5073 Apologies for Absence. Cllr L Farmer

T.5074 Declarations of Interest. Cllrs P Smith Wotton DIY employer payment, A Wilkinson Chamber of Trade interest in car parking behind fire station

T.5075 Public Forum – none

T.5076 To approve the Minutes of the meeting held on 20th June 2016. It was proposed by Cllr P Barton and seconded by Cllr R Claydon and agreed all in favour to approve these Minutes.

T.5077 Chairman's Announcements - The Mayor noted that a Court Orchard housing plan would be discussed under correspondence on next planning agenda, although we have not received any 'official' notification of these or an application.

T.5078 Accounts

- a) To receive report from Youth & Community Services and to approve invoice for £3298 in respect of youth work March to May 2016. Report was noted and it was proposed by Cllr A Kendall and seconded Cllr John Cordwell and agreed by all to approve this payment.
- b) To approve advance payment of already agreed £2400 to Youth & Community Services for Wotton summer activities programme - proposed by Cllr R Claydon and seconded Cllr June Cordwell and agreed by all.
- c) To approve recommendation from PROW & Amenities Committee to set aside up to £100 from Footpaths budget towards hedging plants for Holywell Leaze. It was proposed by Cllr R Claydon and seconded Cllr N Pinnegar and agreed by all, with 1 abstention, that this amount is earmarked, however the suggestion of free hedging from Cllr P Barton's contact would be first investigated.
- d) To confirm attendance of Cllrs P Barton & R Claydon on the Chairing and Public Speaking SDC seminar 14th July 2016, cost £20 each; proposed by Cllr T Luker and seconded Cllr C Young, agreed by all.
- e) Budget 2016/17 - noted report of expenditure against budget.
- f) To approve the accounts for payment, after additions explained by Clerk, proposed by Cllr A Kendall and seconded Cllr R Claydon, agreed by all, £36,611 for Town Council and £6,572 for Town Trust.

T.5079 Grants and Donations Noted- letter of thanks received from Gloucestershire Chest Fund.

T.5080 Community Action Plan – this plan was produced and circulated to Councillors in advance, and arose out of the updated Community Plan and the community consultation / questionnaire which fed into that. This will be a working document and it is intended to update sections as they are addressed (eg we have just attained Quality Council Status – one of the aspirations). It is suggested that this document forms the basis of the Regeneration Committee activities.

T.5081 Planning - Potters Pond curved ramp footpath across new development - to consider immediately (whilst contractor still on site) approaching Glos County Council to complain about new width currently being installed is unusable for motorised wheelchairs. A document was circulated detailing the issues about restricted access via new steps and a ramp above the footbridge and subsequent handrail placement. Council also voiced concerns about the condition of the bridge brickwork, the old mill side walls by the bridge and the continuation of the footpath up into Valley Rd. Also of concern is the old blocked entrance into the site where the wall is blocking drainage. County Council will be contacted immediately with these issues.

T.5082 Cemetery Maintenance - To consider report regarding the build-up of spoil from burials at the bottom of the cemetery and its effect on the gardens of Jays Mead; and the increased vegetation at the edges of the cemetery; and to agree remedial action, such as immediate works to cut very large laurels at top of cemetery which have damaged fencing. A document was circulated highlighting details of all the above issues. It was proposed by Cllr C Young and seconded by Cllr T Luker and agreed by all to approve the quotation of Tree Management for laurel cutback for £488. After discussions, isolated hedges along edges will be considered for trimming all together in the autumn when the roadside hedges are also cut. The Council staff will also be doing some edge clearance works in the cemetery at this point, with overtime authorised for the caretaker; proposed Cllr A Kendall, seconded Cllr June Cordwell agreed by all. Quotes will be obtained regarding the spoil removal and tree cutting at the bottom of cemetery from grave digger deposits. Cost are likely to be very high as tonnage of spoil dumping is immense. All undertakers are to be contacted regarding spoil removal regulations for all future burials.

T.5083 Emptying of Dog Waste Bins – To consider letter from Stroud District Council requesting contribution to £178 pa. cost for emptying two dog bins owned by the Town Council. This amount is not in the budget and therefore will not be paid this year, however, the issue will be considered for inclusion when next year's budget is discussed. Confusion arose as to whether litter can also be put into dog bins, since dog waste can now be deposited in normal litter bins – Stroud District Councillors asked to clarify.

T.5084 Parking

a) Car Parking strategy – to discuss Cllr June Cordwell's report & consider car parking a WTC strategy and outlining past attempts over 6 years to produce solutions. Subsequent to this report, written confirmation has been received regarding the Auction Rooms car park that it cannot be considered for town parking. The only extra parking possibility at the moment appears to be the land behind fire station. It was proposed by Cllr R Claydon and seconded by Cllr P Smith that a questionnaire/survey is undertaken at various town car parks to ascertain visitor origination, usage and frequency, to canvas public opinion, and to ask if visitors actually had difficulty parking, agreed all in favour. Cllr R Claydon to produce draft questionnaire for a working group meeting on Wednesday 3rd August. The working group will agree the questionnaire, the survey method and consider which car parks. Councillors will be needed to actually carry out this survey and also undertake it as soon as possible.

b) Library car park – noted a meeting with Glos County Council officer who has suggestions for proposed access whereby local users could use the car park at evenings and weekends, although it relied on the honesty of locals to vacate when library and users needed the access/parking. If honesty is not forthcoming then the whole car park would be locked for evenings and weekends. Details and specifics being prepared.

T.5085 SDC: S106 funding Preferred Projects – draft WTC priorities list circulated by the Clerk. After minor alterations, it was proposed by Cllr T Luker and seconded by Cllr N Pinnegar to approve this document and forward to SDC.

T.5086 Rope Walk Open Space Project – to note SDC land use approval, their legal requirements and discuss purchasing suitable root directing shield. Clerk prepared suggested responses to SDC legal questions, including the proposal to purchase 4 Root Directors (use in construction industry) to prevent tree roots possibly affecting pipe work. It was proposed by Cllr P Barton and seconded by Cllr C Young and agreed by all to approve the responses to SDC and also purchase the tree root protection products.

T.5087 Good Deeds Section – cards of thanks are suggested to be sent to Mr D Wilson and Mr J Morrow for their time & help in judging the allotment competitions. Also thanks to Mrs A Watts for her volunteered vigilance in attacking brambles around the town.

T.5088 Clerk's Report A detailed report provided of administration and buildings activity. Extra items to note are Quality Status award just announced, youth summer activities programme for Wotton has just been emailed to all and advertised, summer holiday period and buildings manager on sickness/light duties means that staffing levels are low, and youths have damaged Symn Lane play area by setting fire to table, bin and safety surfaces – reported to Police and also captured on CCTV.

T.5089 Correspondence to note or request action:

- a) Noted letter from Historical Society Museum & Heritage Centre thanking the Town Council for the opportunity to host refreshments at the Clubs & Groups Fair raising £230.
- b) Noted letter from a resident asking council to re-consider its decision to only allow etched images and not full photographs on headstones in the cemetery. After brief discussion the Council confirms that its previous decision on burial regulations stands, and that it does not wish them to be reconsidered.
- c) Noted copy of correspondence between Venns Acre Residents Committee and the Bluecoat School concerning trees on the school's eastern boundary.

Brochures/Newsletters for information only: Recovery Spring/Summer 2016

T.5090 Reports from Councillors & meetings attended

County Council – County Cllr John Cordwell provided a written report and also highlighted sudden changes to no.82 bus route, movement of an electricity transformer affecting traffic, and dates of work for Berkeley Rd bridges.

District Council – Cllr K Tucker provided a detailed written report and also highlighted full establishment of committees at SDC, and a stop notice issued at Uphill in Coombe where hedges were unlawfully demolished for a new field access.

PROW & Amenities Committee – old mill wall repairs being undertaken end of August by Cotswold Wardens, more co-opted committee members are needed, new path surveys being planned for next meeting.

Finance & Special Purposes Committee – not met.

Allotments Committee – paths marked out at New Rd for works needed, a new hedging need was investigated but the current bramble nettle barrier is seen as effective.

Youth Liaison Group – funds are awaited to buy the camera as part of the Heritage Recording Project and a poster is up asking for questions and volunteers. £832 remaining from the Queen's Jubilee account is now transferred to YLG.

