# Minutes of Wotton-under-Edge Town Council Meeting

# Monday 14TH December 2020 (remote meeting due to Coronavirus)

## Present: Cllrs R Claydon (Chairman), P Barton, J Cordwell, T Luker, N Pinnegar, D Thomas, M Tucker, R Hale, J Turner

## In attendance: Town Clerk Ms S Bailey, Assistant Clerk Mrs K Wilson, District Cllrs C Braun, G James, K Tucker

## Public 0

## T.6125 Apologies for absence None

## T.6126 To receive Declarations of Interest/Dispensations Personal interest declared by Cllrs N Pinnegar and T Lucker (Accounts – 7d Wotton Garage payments).

## T.6127 Public Forum

None.

## T.6128 To receive reports from County Councillor and District Councillor

Cllr J Cordwell provided a written report.

A District Council report was circulated in advance. District Cllr C Braun mentioned the main issues from November were community services, licensing and grant criteria. There is more equitable distribution of grants around the districts. One of the recipients is Under The Edge Arts.

Cllr J Cordwell questioned if there was a SDC response to the White Paper Planning for the Future. Cllr K Tucker confirmed this and also spoke about grants being available with details on SDC’s website. Local organisations have received an email from him inviting them to apply.

## T.6129 Minutes of the Council Meeting of 16th November 2020 It was resolved to approve these Minutes, 8 in favour, 1 abstention.

## T.6130 Chairman’s Announcements Cllr R Claydon submitted a report in advance. There were no questions or comments.

## T.6131 Accounts

* 1. **To approve interim banking and Barclaycard arrangements.** Until a new Town Clerk can be added to the banking mandate the Clerk provided suggested interim details in a backing document. If no new Clerk is in place by February council needs to consider a new banking signatory. Approved, all in favour.
  2. **New Lawn Mower**. To approve purchase of a replacement mower ‘Viking’ at a cost of £580. A document with three suggestions was circulated. All in favour – approved.
  3. **Budget 2020/21.** Report noted.

*Cllrs Pinnegar and Luker left the meeting*

* 1. **To approve December accounts for payment**. Extra payment details were circulated. It was agreed by all to pay the amounts (net) £8,339 for the Town Council and £8,276 for the Town Trust. All in favour.

*Cllrs Pinnegar and Luker returned to the meeting*

## T.6132 Town Hall

* 1. **To note that due to funding issues this is a Town Council not a Town Trust item.** To note VAT advice received and consider funding sources for the Town Hall works. It was agreed that WTC would provide funds for Town Hall refurbishments due to the VAT advice received from SLCC. The works to the Town Hall will cost in the region of £140K funded by reserves of £60K meaning there is a shortfall of £80K. It was **resolved** to seek the approval of the Secretary of State for Housing, Communities and Local Government to apply for a PWLB loan of £80,000 over the borrowing term of 25 years for remedial works to the Town Hall. The loan repayments will be on an EIP basis at a cost of £4424 per annum. Approved – all in favour. Clerk to apply immediately for these funds via GAPTC.
  2. **To note receipt of Town Hall gable drawings from Terra Measurement**.

Although Cllr R Claydon mentioned that the received drawings were not as requested (i.e. mesh model) Cllr R Hale explained that the drawings contained more than requested and would prove very useful. Noted.

* 1. **To note that scaffolding contract had been commissioned and should be erected before Christmas.** An article in the Gazette advises residents. The scaffolding is awaiting a pavement license from SDC.
  2. **To Consider and approve quote for contracts administrator and structural engineer to progress the works to the Town.**

Move this item to the closed section of this meeting due to contract award

## T.6133 New Town Clerk

One candidate is still to be interviewed this week. This item will be the subject of the Extraordinary Town Council Meeting now being held on 21st December.

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## T.6134 Council Quality Status

1. **To approve Action Plan for quality status** WTC’s current quality status is expiring. The Clerk has assembled an Action Plan. It was proposed to accept the action plan – all in favour – Agreed.
2. **To agree to paying the costs and re-applying for LCAS Council Quality Status at a cost of £150.** The Clerk has assembled all the information required to re-apply by the deadline of 14th January 2021. It is agreed that the Council satisfies all of the necessary criteria for the Quality Status and the Clerk is asked to renew this as soon as possible. The Chairman thanked the Clerk for all of her hard work in this matter.

## T.6135 Dog Bin Emptying Voluntary Payment Request

To consider whether to make a voluntary contribution to SDC towards the cost of emptying dog waste bins for 2020/21 at a cost of £108.60 for two bins. Due to the costs WTC is currently facing it was proposed to not contribute to this voluntary payment request. All in favour.

## T.6136 Salix Public Buildings Decarbonisation Scheme.

## To agree to make a grant application to Salix to fully cover the costs of solar pv and battery installation at Council/Trust buildings and preparation of a Heat Decarbonisation Plan (Cllr D Thomas supplied details). Cllr D Thomas confirmed this is only relevant to the Civic Centre building as the other buildings are owned by the Town Trust and this scheme does not support Charitable status buildings. Council is very enthusiastic about installing solar panels on a public building and leading the way in climate change initiative. The location of the batteries needs to be considered in more detail since an accurate survey is still to take place.

*District Cllrs Braun and Tucker left the meeting*

The Clerk advised that staff resources are very low at the moment until a new clerk is appointed. It was resolved to apply for the Salix grant.

## T.6137 Snow Warden

To appoint an extra Snow Warden to assist Cllr Claydon. Cllrs M Tucker and D Thomas volunteered. All in favour.

## T.6138 Good Deeds Section: Thanks to Volunteers

To acknowledge recent volunteer work for the benefit of the town/community. Cllr M Tucker requested the Lions Club be thanked for their fantastic work with putting up the Christmas Trees throughout the town. A card will be sent.

## T.6139 Clerk’s Report

The next written report to be provided when the new Clerk is appointed.

## T.6140 Correspondence

1. To consider an email request on behalf of the Wotton Community Sports Foundation (WCSF), enquiring about the process of pursuing funding through raising a local council tax precept. Council does not consider it appropriate to use the Precept for funding at this site. Clerk to reply.
2. To note card from Great Western Air Ambulance Charity Recycling Scheme, informing that their clothing banks had raised over £13,000 in 2020*.* Noted
3. To note a query regarding double yellow lines in Haw Street. Cllr Claydon stated the TRO detail will need to be checked for actual lines versus planned lines.

Brochures/Newsletters for information only: Countryside Voices

## T.6141 Brief reports from Councillors

Footpaths Committee, Special Purposes Committee, Allotments Committee, Wotton Youth Partnership, Town Regeneration, Sports Foundation, Wotton Pool, Heritage Centre and any other meetings attended. No reports to note.

## T.6142 Town Affairs – very brief comments from Members or items for future agenda

No items, except staff review requested for 21st February 2021 agenda.

*District Cllrs G James left the meeting*

#### **Closed Session** – Under Public Bodies Admission to Meetings Act 1960 S1 (2) confidential matters of either a legal, contractual, or staffing nature**.**

It was proposed to enter into closed session; agreed all in favour.

## T. 6143 To Consider and approve quote for contracts administrator and structural engineer to progress the works to the Town Hall

Proposed to approve quotes for £9650 to appoint Mr Dainty as contract administrator and JDL as Structural Engineers. All in favour, approved.

## T.6144 Tree Quotes

* 1. To approve quotes for tree and hedge work, most are as recommended in the tree survey.
     1. Cemetery – to consider and approve to pay £1700 for works to be completed.
     2. Marchesi Walk – to consider and approve to pay £571 for works to be completed.
     3. Knapp Road Allotments – to consider and approve to pay £188 for works to be completed.
     4. New Road Allotments – to consider and approve to pay £1478 for works to be completed.

Proposed to approve with these recommendations and payments; all agreed in favour.

* 1. To consider further tree advice/quotes for cemetery and how to proceed.
     1. Quote is authorised to carry out T40 tree works up to the value of £146, after liaising with local residents.
     2. Tree T41 – To consider and approve to pay £238 for the remedial works to be carried out. All agreed in favour.

It was proposed to end closed session, all agreed.

# Planning items

Cllr N Pinnegar took the chair

## T.6145 Minutes

To approve the Minutes of the planning meeting November 2020. Approved all in favour.

## T.6146 SDC’s Local Plan Review Housing Options Consultation

To agree a response (Closing Date: 16th December 2020) Cllr N Pinnegar gave his thanks to Cllrs Claydon and Cordwell for their work in preparation of the draft detailed response. It was resolved to approve this response to be submitted. All in favour.

### T.6147 New Applications.

### *Plans of these applications are no longer supplied to the Town Council in paper format. Councillors should* [*look online at the plans*](https://www.stroud.gov.uk/apps/planning) *before the Planning meeting:*

### **S.20/2539/HHOLD 1 Lodge Drive, Wortley Road**. Single storey extension to rear. It was resolved by all to agree to support this application.

### **S.20/2238/HHOLD The Old Stables, Coombe**. Proposed alterations to existing external toilet with a link to existing conservatory to create a utility and shower room. Cllr Pinnegar mentioned this application is the same as S.20/2597/LBC (below) these items can be assessed together.

### **S.20/2597/LBC The Old Stables, Coombe, W-U-E**. Proposed alterations to existing external toilet and store with a link to existing conservatory to create a utility and shower room (retrospective). It was resolved by all to agree to support this application.

### **S.20/2576/TCA Tabernacle Cottages, Tabernacle Pitch, W-U-E**. Trees in a conservation area. Fell and remove sapling tree. There is no application form on the website or a reason for the tree to be felled. It was resolved by all agreed to comment on the lack of application and reason for tree felling this on this application.

*This completed the business of the Town Council and Planning Meeting at 9.10pm*

Signed: ……………………………………Dated: …………………………