# Minutes of Wotton-under-Edge Town Council Meeting

# Monday 19TH April 2021 (remote meeting due to Coronavirus)

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

## In attendance: A Durn (Town Clerk), K Wilson (Assistant Clerk); District Cllrs C Braun, G James (for part of the meeting), and K Tucker; plus 1 Member of the Public

A minute’s silence was observed as a mark of respect in memory of HRH Prince Philip, Duke of Edinburgh.

## T.6210 Apologies for absence None received.

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## T.6211 To receive Declarations of Interest/Dispensations

## Item 7(l) Accounts - Cllrs J Cordwell, T Luker and N Pinnegar

## Item 7(d)(ii) Grants - Cllr T Luker

## T.6212 Public Forum

No comments or queries received.

## T.6213 To receive reports from County Councillor and District Councillors

Reports were previously circulated. Thanks were given to the County Councillor who is not standing in the local elections.

The Stroud District Council Environment Committee will review the Local Plan at their meeting on 20th April 2021. The Local Plan will go to Full Council and consultation before being submitted to the Planning Inspector in October 2021. It is aimed for final approval to be given in 2022. It was recommended that the Town Council should have a hard copy of the documents kept in the Civic Centre.

## T.6214 Minutes of the Council Meeting of 15th March 2021

It was **RESOLVED** to approve the Minutes of the Town Council meeting on 15th March 2021 as a true and fair record.

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## T.6215 Chairman’s Announcements

A report was previously circulated. The Chairman welcomed the new Town Clerk, Andrea Durn. He highlighted the meetings held with the developer for Symn Lane car park and the Wotton Area Climate Action Network Group on biodiversity and plants for pollinators in public spaces. He also gave an update on the High Court case on the legislation for councils to continue holding remote meetings, the outcome of which was expected shortly. There were no questions.

## T.6216 Accounts

* 1. **To approve purchase of a chainsaw tool plus spare battery at a cost of £189 including VAT**.

It was **RESOLVED** to approve the purchase of a chainsaw tool plus spare battery.

* 1. **To approve a quote for planting the war memorial planters at a cost of £120**.

It was **RESOLVED** to approve the planting of the war memorial planters.

Council staff will water the planters and monitor the value for money compared with the cost of hiring a contractor.

* 1. **To consider and approve a request from Blues Festival for free use of the Town Hall on 18th September 2021.**

It was **RESOLVED** to approve the free use of the Town Hall for the Blues Festival on 18th September 2021, subject to Health and Safety, and COVID rules permitting.

* 1. **To approve grant payments.**

It was **RESOLVED** to approve the following grants:

* Synwell Playing field - £750,
* Wotton Rovers Youth FC - £632,
* Great Western Air Ambulance - £150, and
* Heritage Centre - £3,500.
  1. **To approve a change from Barclays Bank to Unity Bank.**

A report was previously circulated.

It was **RESOLVED** to approve to change from Barclays Bank to Unity Bank.

* 1. **To approve Honorarium for the Tolsey clock maintenance of £400.**

It was **RESOLVED** to approve the honorarium of £400 for the Tolsey Clock maintenance.

* 1. **To approve Honorarium for the Town Crier of £100.**

It was **RESOLVED** to approve the Honorarium of £100 from the Town Trust account for the Town Crier.

* 1. **To approve payment of £335 to Smiths for a 6yrd Skip including a permit.**

It was **RESOLVED** to approve the payment of £335 for the permit and hire of a 6yd skip from Smiths.

* 1. **To ratify the cost of removal of an Ash Tree on Streamside Walk at a cost of £690 plus £28 to kill the stump.**

It was **RESOLVED** to approve the removal including stump of the Ash Tree on Streamside Walk at a cost of £690 plus £28.

* 1. **To approve payment of £288 for quarterly half page reports in the Wotton Directory.**

It was **RESOLVED** to approve the payment of £288 for quarterly half page reports in the Wotton Directory.

* 1. **Budget 2021.**

The **r**eport was noted.

*Cllrs J Cordwell, N Pinnegar and T Luker left the meeting*

* 1. **To approve April accounts for payment**.

Thelist ofpayments were previously circulated.

It was **RESOLVED** to approve the payments listed of £22057.95 plus VAT where applicable.

*Cllrs J Cordwell, N Pinnegar and Cllr T Luker re-joined the meeting.*

## T.6217 CIL/S106 – to consider and agree priorities for this funding.

The report was reviewed.

It was **RESOLVED** to invite the listed organisations that have previously been approved to be considered for these funds, to put a proposal to Council to show how their organisation would benefit from funding identifying any match or additional funding they have applied for, and to let the organisations know approximately £500 would be available.

## T.6218 Website – to agree a contract variation to include two extra staff to contact website providers at a cost of £30 each p.a.

## It was RESOLVED to approve the contract variation for 2 additional staff to receive support at a total cost of £60.

## T.6219 To agree to apply for Solar Canopy Grant Funding

It was reported that 2 funding opportunities were available:

Option one from Centrica - to seek capital funding for the solar canopy at £42,000. Three quotes had been obtained. The Car Park Working Group had reviewed and made comments.

Option two from the Rural Community Fund.

It was **RESOLVED** to support applications for Options one and two.

## T.6220 To discuss the land management of Holywell picnic area and agree actions.

A report had previously been circulated and was discussed.

It was **RESOLVED** to manage the site in the most environmental way possible and to work with the Wotton Area Climate Action Network Group in the management of the site.

## T.6221 To discuss arrangements for holding future Town Council meetings and agree actions.

A report was previously circulated ahead of the meeting.

It was RESOLVED to hold an Extraordinary Town Council meeting at 7pm on 26th April 2021, ahead of the Planning Committee Meeting which would be rescheduled to 7.30pm. This will allow Council to consider the outcome of the court case taking place on 21st April 2021.

It was RESOLVED to delegate to the Clerk the venue for future face to face meetings considering COVID rules.

*District Cllr Braun left the meeting.*

## T.6222 Government consultation - to complete the call for evidence regarding the holding of local authority remote meetings.

The Chairman had circulated proposed responses which were reviewed and discussed. It was RESOLVED to submit the Chairman’s responses with a modification to the answer on decision making.

*District Cllr Tucker left the meeting.*

## T.6223 Annual Parish Meeting – To discuss and agree the content of the Annual Parish Meeting (APM)

## There was a discussion on the impact of COVID on the APM and the opportunities for community engagement and involvement in future Parish Meetings.

## It was RESOLVED that the Annual Parish meeting to be held on 28th April 2021 be a reporting session and that a further Parish Meeting be called later in the year when COVID rules allow, to thank and celebrate individuals, local businesses, and organisations.

## T.6224 Woodland at Knapp Field – To agree a name for this new woodland area.

It was **RESOLVED** to name the new wooded area Full Moon Wood.

## T.6225 Bee Wotton – To agree to support the Bee Wotton and Bee Stroud initiative during May and June 2021

There was a lengthy discussion on the Stroud Chamber of Trade initiative for the Stroud district including Market Towns. There was a general feeling that this initiative was best suited to Stroud, but that traders in Wotton should be made aware of the initiative and take the lead from businesses as to whether to take part. The Clerk agreed to promote the initiative on social media. The Clerk will contact the lead of the Shop Keepers Group and the secretary of The Market Place.

## T.6226 Great British Spring Clean-up 28th May and 13th June 2021 – To discuss taking part in this initiative and agree actions.

The GB Spring Clean Up was discussed. It was felt that the Town Council should join up with other community groups for this event. Cllr Hale will forward information regarding the Wotton under Edge Lions to the Clerk. It was agreed it would be good to involve younger members of the community as well as adults in this initiative. The amount of litter, fly tipping and general weeds around the town was discussed. It was agreed to discuss this matter at the next meeting.

## T.6227 Good Deeds Section: Thanks to Volunteers

To acknowledge recent volunteer work for the benefit of the town/community, as follows:

Four young children from one family took the initiative to go rubbish collecting and collected a total of 17 bags.

*One member of the public left the meeting.*

*District Cllr James left the meeting.*

## T.6228 Clerk’s Report

The report was noted with thanks. It was observed that the recent social media engagement is much improved. The Chairman thanked the Council staff on behalf of the Council.

## T.6229 Correspondence

1. Brochures/Newsletters for information only: CPRE Magazine, Countryside Voices.

## T.6230 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.

Meetings attended as follows:

Greenway project – routes being planned and agreed.

Youth Partnership – looking for ways to engage youngsters.

Wotton Walking Festival – hoping to hold a three-day event on June 11th to 13th 2021, Covid restrictions allowing.

Rural Market Towns Group – initial start-up meeting. 230 members and rising.

Market Towns Forum – re-opening of high streets. External funding may be available to support towns to re-open.

## T.6231 Town Affairs – very brief comments from Members or items for future agenda

Old Town Toilets – The Clerk has contacted the Architect to confirm funds are available. The Architect will now prepare the papers for the planners.

Many roads within the town have dangerously parked cars and suffer from speeding motorists.

Roads where issues currently occur were named as follows:

* Mount Pleasant
* Knapp Road
* Wortley Road by the entrance to Wotton Crescent

Council to collate roads requiring attention and contact the Police and Gloucestershire Highways and discuss a possible future Traffic Regulation Order (TRO).

**T.6232 EXEMPT ITEMS: Prior to consideration of the following agenda items, councillors are invited to pass the following resolution: Pursuant to the provisions of the Public Bodies (admissions to Meetings) Act 1960 (as extended by S100 of the Local Government Act 1972), the Press and Public be excluded from the meeting for the following items of business on the grounds that its consideration would involve the disclosure of exempt information.**

It was **RESOLVED** to exclude the Press and Public.

#### **T. 6233 Office Cleaning Arrangements**

It was noted to contract cover for office cleaning.

## T. 6234 Protocol – To discuss and agree the protocol for marking the death of a senior national figure.

A draft Protocol was previously circulated and reviewed. The staff were thanked for the way they responded on behalf of the Council to the death of HRH Prince Philip, The Duke of Edinburgh.

It was **RESOLVED** the Chairman would work with the Clerk to finalise the draft before presenting to Council for approval.

# TOWN TRUST

### T.6235 **Chipping Hall – Under The Edge Arts (UTEA)**

A request from UTEA was discussed.

It was **RESOLVED** to request finance reports and invite UTEA to a meeting after the elections. A further report would be brought back to Council.

It was **RESOLVED** to close the Exempt Session and open the meeting to the public.

*This completed the business of the Town Council Meeting at 9.45pm*

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