# Minutes of Wotton-under-Edge Town Council Meeting

#  Monday 15th November 2021 at 7pm held in the Civic Centre

## Present: Cllrs R Claydon, M Tucker, P Barton, J Cordwell, T Luker, D Thomas, J Turner, L Taylor, D Davidson, R Hale, N Pinnegar, T Creese, J Lewis.

## In attendance: A Durn (Town Clerk), Y Milsom (Deputy Clerk); District Cllrs K Tucker and C Braun; County Councillor L Cohen; No members of the public were present.

The Chairman called for two minutes’ silence in memory of former Town Councillor and Mayor Elizabeth Warren, who had sadly died recently.

## T.6389 To receive apologies for absence

Apologies were noted from District Councillor G James. It was noted that District Councillor Braun and County Councillor Cohen would be attending later.

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##  T.6390 To receive Declarations of Interest and Dispensations

Cllrs J Turner and N Pinnegar in respect of accounts.

## T.6391 Minute T.6341 of the Extraordinary Meeting of 1st September 2021

It was **resolved**, with one abstention, to amend the wording of this Minute as follows:

**To consider and approve the recommendations of the Finance and Special Purposes Committee with regard to the independent staffing report**

The recommendations of the Finance and Special Purposes Committee had been previously circulated. There was a discussion on the contracted independent staffing report and the lack of clarity on the original scope of the contract specification which caused disagreement amongst some councillors about the process and contents of the final report and the recommendations. The Chairman read out his comments and which he had shared with members of the F&SP Committee in advance of this Town Council meeting and stated these had been agreed with a majority of the F&SP members. He also wanted the “standstill” salary for the Deputy Clerk re-visited as this had not been adequately addressed by the F&SP committee. The Clerk expressed strong concern that this report and the Chairman’s new views had not been shared with her and all councillors. There followed a lengthy and heated discussion where clarity was sought on rationale for the Chairman’s new views.

## T.6392 Minutes of the Meeting of 18th October 2021

It was **resolved to** approve the Minutes of the meeting of 18th October 2021 with one amendment. Agreed all in favour.

## T.6393 Public Forum

There were no public present.

## T.6394 Reports from County Councillor and District Councillors

County Councillor L Cohen would attend the meeting later and her report would be reviewed then.

*District Councillor Braun entered the meeting*

District Councillors Braun, Tucker and James submitted the following report:

**Stroud District Councillors’ Report – November 2021**

**Report of** **meetings during October**

*All Stroud District Council and Committee papers can be found here:*[*https://www.stroud.gov.uk/council-and-democracy/meetings*](https://www.stroud.gov.uk/council-and-democracy/meetings)

**Full Council Meeting** – 21 October

The agenda and papers can be found [here](https://stroud.moderngov.co.uk/ieListDocuments.aspx?CId=143&MId=1121&Ver=4). This was the first meeting of the Council since May, as the July meeting had to be cancelled, and there was lots on the agenda:

* **Independent Remuneration Panel** – two new members were appointed. The Panel Is required to make recommendations to the council on a scheme of members allowances. There are now four members on the panel, above the minimum requirement of three members.
* **New Monitoring Officer** – Stephen Taylor has been designated as interim Monitoring Officer for 6 months, following the departure of Patrick Arran in August. Stephen is a solicitor and has extensive experience as a monitoring officer having worked for other authorities in the south west. A process is now underway to appoint a permanent Monitoring Officer – which will be shared with another authority in Gloucestershire.
* **Youth work** – **Hear by Right participation pledge**. The Council is committed to undertaking the award programme of the national Hear by Right standards for youth participation. Officers from the Council’s Youth Service are working with the National Youth Agency (NYA) and will be undertaking specific online training shortly – this will also be offered to other officers and members in the cross service support group. The Participation Pledge demonstrates the Council’s commitment to the participation of young people in sharing the central values of inclusion, empowerment, commitment and impact.
* **Review of the Council’s constitution –** following a review by the Constitution Working Group, some changes to elements of the constitution were approved, to update the document, introduce a parental leave policy for members and include a protocol on dealing with press and media enquiries.
* **Equality Diversity & Inclusion Policy and Action Plan –** following consultation, the revised policy and action plan for 2021-25 were approved. The action plan can be found [here](https://stroud.moderngov.co.uk/documents/s1768/Appendix%20C%20-%20The%20EDI%20Action%20Plan%20-%20Sept%202021.pdf). This sets out how the Council will work to achieve the aims of the Equality Act 2010 to:
* Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited under the equality legislation
* Advance equality of opportunity between people who share a protected characteristic and those who do not share it
* Foster good relations between people who share a protected characteristic and those who do not share it (A protected characteristic under the Act is any of the following: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.)
* **The Council Plan** setting priorities for2021-26 was adopted. This plan had been developed by the Alliance Leadership Team, Alliance members, officers and the Stroud District Youth Council. The final copy can be found [here](https://stroud.moderngov.co.uk/documents/s1742/Item%2012a%20-%20Appendix%20A%20-%20Draft%20Council%20Plan%202021%20-%202026.pdf). A [press release](https://www.stroud.gov.uk/news-archive/our-new-plan-sets-out-vision-for-the-whole-district-for-the-next-five-years) set out the main priorities for the plan:
	+ Environment & Climate Change - Protecting our environment and leading the district to carbon neutrality in 2030.
	+ Community Resilience and Wellbeing - Strengthening & supporting our communities so people feel included and connected.
	+ Economy, Recovery and Regeneration - Supporting a thriving and resilient local economy.

Under those priorities are 16 objectives, and 74 key projects and activities. Key performance indicators for each of the activities in the plan are currently being developed for performance monitoring by Committees.

* **Budget strategy** – this sets out the assumptions that will be used when preparing the upcoming Medium Term Financial Plan and sets out the pressures on existing services. Further information will follow once the Local Authority funding settlement is confirmed at the end of the year. It is assumed that a £5 Council Tax increase for a Band D property (which is the limit for Council Tax increases without holding a referendum) will again apply for each year of the Budget Strategy, which will be needed for financial resilience due to the increase in inflation.
* **Statement of Principles** - **Gambling Act 2005** **–** the current Statement expires on 30th January 2022, so a revised statement of principles was adopted following public consultation. SDC is the licensing authority, responsible for issuing and enforcing licences, permits and notifications under the Act. Stroud District has only a small number of licensed premises under the Gambling Act 2005. These are 5 Betting Shops and 2 Adult Gaming Centres. In addition, currently there are 2 Family Entertainment Centre Permits, 9 Club Gaming Machine Permits and 3 Licensed Premises Gaming Machine permits. There are 50 pubs with gaming machine registrations and 155 current small society lottery registrations. There have been no hearings under the Gambling Act 2005 at Stroud District Council.
* **New Tenant Representatives on Housing Committee** – Since 2016 there have been two new tenant reps (with non voting status) on the Housing Committee to enable tenants to have a voice in decision making. The council appointed two new representatives: Becky Adams and Mike Richter, and approved two new deputy tenant reps – Trish Betteley and Carol Wise.

Two motions were unanimously approved by the Council:

* **Motion: Climate partnership – Local and National Government**

The motion calls for the creation of a Partnership between Local Government and National Government for urgent action on climate change (in line with calls by the Local Government Association and others). Such a partnership would set appropriate regulations, benchmarks and targets and create the much needed long-term funding mechanisms to enable local communities and economies to decarbonise whilst remaining resilient and sustainable. The Council will write to the Government informing them of our support for a Local / National Government Climate Change Partnership Taskforce.

The motion was proposed by Cllr Steve Hynd (Green) on behalf of Cllr Chloe Turner (Green) and seconded by Cllr Robin Layfield (Labour). The full text can be found [here](https://stroud.moderngov.co.uk/ieListDocuments.aspx?CId=143&MId=1121&Ver=4) (at item 14a) and further information was provided in a [press release](https://www.stroud.gov.uk/news-archive/stroud-district-councillors-call-for-a-joint-climate-change-taskforce).

It is welcome to note that the new UK Net Zero Strategy has a section on local governance (Report by Climate Change Committee, [p18-19](https://emea01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.current-news.co.uk%2Fnews%2Fccc-welcomes-ambition-of-net-zero-strategy-but-key-issues-must-be-resolved&data=04%7C01%7C%7C844687bf3574448d326608d999f86f86%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C637710114563416381%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=gk%2FyV1mSqEFFz0NXjw62DLAlxYpTOJA3qcf%2FX9Xxm2A%3D&reserved=0)) including reference to a commitment by the Department for Business Energy & Industrial Strategy (BEIS) to set up a Local Net Zero Forum, which will bring together senior officials from across Government and leaders from local government.

* **Motion: Local Electricity Supply**
The council resolved to support the Local Electricity Bill, (currently supported by a cross-party group of 266 MPs) and which, if made law, would establish a Right to Local Supply which would promote local renewable electricity supply by making the setup and running costs of selling renewable electricity to local customers proportionate to the size of the supply company. The Council will write to the local MPs, Siobhan Baillie and Sir Geoffrey Clifton-Brown, asking them to support the Bill, and to the organisers of the campaign for the Bill, Power for People, expressing its support.

The motion was proposed by Cllr Laurie Davies and seconded by Cllr Paula Baker (both Labour).

Attendance at the meeting was much lower than usual, due to many councillors being required to isolate and concerns about sharp increase in Covid infection rates. To mitigate the risks of holding the meeting in the council chamber (which does not have the space for social distancing), all members were asked to wear masks, unless speaking, and to report a negative lateral flow device result to their group leader prior to the meeting. it was regrettable that some Conservative members choose not to wear a mask, despite the request to do so.

**Leisure & Wellbeing Review Board - 22nd October** (Cllr Tucker)

I have variously reported the progress of this cross-party Board of which I am a member. We have been reviewing and progressing the options/findings of our consultants, Max Consultants, to enable us to have first-rate Sports, Leisure and Wellbeing facilities across the district for the next 40 years.

This is likely to include substantial improvements and additions at Stratford Park Leisure Centre in Stroud, further facilities at The Pulse in Dursley and a new complex somewhere along the A38/M5 corridor, the latter meeting the needs of the proposed substantial new housing developments in the West of the District. But nothing yet has been ruled out or definite.

Following a recent survey of Board members, it was generally agreed that out of 12 options ‘priorities’ offered, the following 4 options, in no particular order, were considered the most important (and my own personal choices!).

* Customer Experience and Satisfaction.
* Using local employment where possible.
* Delivery of Council objectives and strategy.
* Exemplar quality of Council and community facilities across the district.

At our last meeting we reviewed the ‘management options’ to run our facilities. These were ‘In-House’, ‘External Contractor’, Local Authority Trading Company (LATC) or a Non-Profit Distributing Organisation (NPDO). The key difference between a LATC and a NPDO is that if you set up an NPDO, you need to go through a laborious procurement process and compete externally, whereas the LATC route can be set up without the procurement process. After much discussion with Max Consultants over the advantages and disadvantages, we have opted for either ‘In-house’ (building on the extensive experience at The Pulse) or forming a LATC. We have subsequently requested further information on costs and operational considerations etc o both options. The initial spend profile will be in the region of £10m-£12m. At our next meeting on 3rd November, we will make a final recommendation and then prepare a report by the 12th November, so that our thoughts can be presented to Full Council on 3rd December for approval. We need to progress this in a timely fashion, as our current external provider’s contract finishes in October 2024 and we need to give them contact notice if we are to terminate it. If the ‘In-house’ route is taken, we will have much work to do.

The Board has considered every aspect of the provision of future facilities options. There is too much to cover here, so please let me know if you would like further detail on any of our deliberations.

**Community Services & Licencing Committee** (Cllr Tucker). No meeting in October (next meeting 2nd December).

**Environment Committee** (Cllr James). No meeting in October (next meeting 9th December).

**Strategy & Resources Committee** (Cllr Braun & Cllr Tucker) – next meeting 25 November.

**Other news**

**£421,000 funding – for new affordable homes –** SDC has secured funding from the Government’s Brownfield Land Release fund to help facilitate the council’s new build programme – and demolition of existing structures at Gloucester Street/Bradley Street in Wotton (8 new homes), Orchard Road, Ebley (5 new homes), Cambridge House, Dursley (13 new homes) and Glebelands, Cam (23 new homes). These schemes will provide a mix of affordable rent and shared ownership ([link](https://www.stroud.gov.uk/news-archive/421-000-boost-for-new-affordable-homes-across-the-district)).

**Nuclear fusion bid – Berkeley and Oldbury –** The “Severn Edge” bid to host the UK’s first prototype fusion plant has been shortlisted for the next phase of the national selection process. A decision may be made by the end of the year ([link](https://www.stroud.gov.uk/news-archive/severn-edge-bid-makes-shortlist-for-potential-new-home-of-uks-fusion-plant)).

**Brimscombe Port –** A developer is being sought to work with the District Council to create a new waterside community at the 10 acre site. Demolition work has started, and the council continues to work with former tenant Rush skatepark and supporters in their search for a new home. A video setting out the project can be found on You Tube [here](https://youtu.be/3pHXti7cz3w) and further information is available in the [press release](https://www.stroud.gov.uk/news-archive/developer-sought-for-brimscombe-port).

**Awards for Animal Welfare Team** – the team has received awards from the RSPCA for the way it handles stray dogs and animal licensing. The stray dog service ensures that stray or lost dogs are collected and looked after until they can be reunited with their owner. There was also an award for the Community Services team for its contingency planning ([link](https://www.stroud.gov.uk/news-archive/rspca-pawprint-stamp-of-approval-for-stroud-district-council)).

**Anti social behaviour app** – a new app is available to SDC tenants by invitation. It allows users to upload photos, video, audio and written evidence of anti social behaviour – which can be used in court, helping to evidence and resolve difficult cases ([link](https://www.stroud.gov.uk/news-archive/new-technology-helps-council-tenants-report-anti-social-behaviour)).

**Award for Stratford Park –** the park in Stroud has again received a Green Flag Award ([link](https://www.stroud.gov.uk/news-archive/stratford-park-flies-the-flag-as-one-of-the-countrys-best-parks)).

**Apprenticeships** – SDC apprentices have won awards at a county wide award ceremony ([link](https://www.stroud.gov.uk/news-archive/our-outstanding-apprentice-of-the-year-and-yours)). Many opportunities are available for apprenticeships at the Council ([link](https://www.stroud.gov.uk/news-archive/earn-while-you-learn-with-an-award-winning-apprenticeship-employer)).

District Cllrs Tucker and Braun responded to several queries on the report including the interim arrangements for the Monitoring Officer during recruitment, the new Stroud District Council Plan which has more ambitions and targets for the next 4 years including closer working with Town and Parish Councils, the new Economic Development Strategy due out for consultation, plus the working from home and attendance arrangements at the District Council.

District Cllr Tucker, on behalf of residents of the town, thanked the Town Council and its staff for the Remembrance Day arrangements.

## T.6395 Chairman’s Announcements

The Chairman had sent a report which had been circulated. He was pleased to report that the Remembrance Day arrangements had gone very well and wished to thank staff, councillors, Police and all the organisations and individuals involved.

## T.6396 Accounts

1. It was **resolved** to approve the quote totalling £294 plus VAT for works to trees in the cemetery and churchyard and to delegate authority to the Clerk in consultation with Councillors on how to proceed regarding the grinding of the stump for the cemetery tree. Agreed all in favour.
2. It was noted that from 1st December 2021 the unmetered electricity supply for the CCTV and Tolsey clock will increase by 33%, from £25.4p/kwh to 33.8p/kwh. This is still much cheaper than the rates of the previous provider.
3. It was **resolved** to pay Wotton Lions £10 per Christmas tree for approximately 65 trees to decorate the street for the festive season. Agreed in favour with 1 abstention. It was suggested that a more environmentally friendly option should be considered for next year.
4. The Clerk explained the rationale leading to the quote for an audio-visual upgrade to the Coombe Suite. It was very likely that the Coombe Suite would need to be used for Council meetings for at least two more years due to COVID requirements. Several people had mentioned difficulties hearing the meeting discussions and the current hearing loop no longer worked and was not repairable. The quote also included projector and screen, microphones and speaker system and several add-on features. It was suggested that these features would make the hire of the Coombe Suite more attractive to businesses.

*District Cllr Tucker left the meeting*

After much discussion it was **resolved** to get additional quotes; to delegate to the Clerk to then decide, up to a total budget of £1200, the provider for the hearing loop plus tester system as this was an urgent requirement and needed to be implemented as soon as possible; and to consider the other audio-visual options more thoroughly when further quotes were received. Agreed all in favour.

1. It was noted that CIL funds of £2467.80 had been received from Stroud District Council.

*Cllr Pinnegar left the meeting*

1. It was **resolved** to approve a donation of £50 to the RBL for the poppy wreath; and to approve a further donation to them for £50 for 15 wooden crosses for the war graves in the cemetery and churchyard. Agreed all in favour.

*One member of the public entered the meeting*

*Cllr Pinnegar returned to the meeting*

1. It was **resolved** to agree to free use of the Town Hall for the Blues Festival for their event in 2022. Agreed all in favour.
2. It was **resolved** to approve the subscription to the Rural Services Partnership of £130 plus VAT and that this represented good value for the service they provide. Agreed all in favour.
3. It was **resolved** to approve additional costs totalling £636, to be paid by virement from PWLB2 budget, for monitors and docking stations for the laptops approved at the October meeting. The old monitors held at the office were not compatible with the laptops and, as the machines were to be used as desktops for much of the time larger monitors were needed. The IT company have taken the old equipment to be safely destroyed for no extra cost. Agreed all in favour.
4. The quotes for repairs to the Heritage Centre roof were considered. They seemed to quote for different works and it was **resolved** to request clarification from the contractors. Once clarified, it was further **resolved** to delegate to the Clerk in consultation with Cllr Lewis to instruct that the necessary work is implemented up to a total cost of £800. Agreed all in favour.
5. The monthly budget to the end of October 2021 was noted.

*Cllr Turner left the meeting*

1. It was **resolved** to approve the November accounts for payment totalling £17893.90 plus VAT. Agreed all in favour.

*Cllr Turner returned to the meeting*

*District Cllr Braun left the meeting*

## T.6397 Health & Safety

The Legionella audit reports were considered. Concerns were raised that the Council were paying for the audit for the Heritage Centre and Chipping Hall as it was considered that this should be the tenants’ responsibility. The Clerk explained that the leases were unclear in this respect and it was deemed prudent, as a good landlord, that all buildings be checked and brought to a legally compliant status. From thereon, the tenants would be provided with the necessary risk assessments and monitoring forms to carry out their own checks, which would then be provided to the Council/Trust. It was **resolved** to accept the report and get quotes for the necessary upgrades. It was further **resolved** to commission legal advice to determine tenant and landlord responsibilities within the terms of the leases; and to then discuss the findings with the tenants to ensure responsibilities are understood by all. Agreed all in favour.

## T.6398 Grounds Maintenance Contract

In view of staff shortages and time constraints it was **resolved** to request a quotation to extend the current grounds maintenance contract for a further year. Agreed all in favour.

*County Cllr L Cohen entered the meeting*

## T.6399 County Councillor Report

It was **resolved** to return to the County Councillor report item.

County Councillor Cohen had submitted the following report.

1. My next monthly meeting to allow residents to meet and discuss concerns and new initiatives will be at The Keepers on Symn Lane in Wotton on Saturday 27th November at 11.00am. It would be useful if this information could also be shared on the Parish Council website.
2. Highways: We met with Paul Helbrow and Alex Newport on Friday 22nd October to walk the areas of concern in Wotton. Immediate actions include:

One week from the Highways Community Maintenance Gang to do a tidy up sweep of Wotton and access roads.

Parking on Haw Street continues to be a problem. We have agreed that traffic wardens will visit outside the hours of 8am -6pm to tackle drivers parking on double yellow lines.

Bus stop, Long Street – After the disgraceful incident when the driver of the Wotton Hopper was threatened, I have allocated money for the sign to be reinstated which will leave drivers in no doubt about whether they can park in the space. Once this is in place, I will be asking local media to run something which explains the service that the Wotton Hopper offers and the vital importance of leaving the space clear.

1. Blue Coat School Trees - The Head of Governors wrote me a curt note letting me know that they had met to discuss the matter and that they would let me know of their deliberations. As yet, nothing has been forthcoming. I have emailed again.
2. Wotton tidy up – Pauline Draisey and her team proved with their two hour clear up what a huge amount can be achieved in a relatively short space of time. Weeding was not only tackled but also clearing grates. It was a very good community project. Market Street, Long Street, Church Street and Ludgate Hill are much improved. A further tidy up is planned on November 28th. Under her direction I have arranged for community group to tackle the stretch from Ludgate Hill to the British School and Ellerncroft Road. I think again we need use local and social media to ask everyone to play a small part.
3. Community Recovery Fund

A reminder: The £2 million fund is to help communities to recover and rebuild from the impacts of Covid-19.

The Keepers have applied for £2,000 for the resources to start a series of digital and computer access classes .

The fund provides a total of £40,000 for each of the county’s 53 electoral divisions to allow each county councillor to support bids in their area and ensure the benefits of the investment are shared across Gloucestershire.

The fund is open to (but not exclusively) community groups and voluntary organisations, parish councils and sports groups.

Anyone who would like to find out more can email me on linda.cohen@gloucestershire.gov.uk or ring me 07791 110906

1. Lloyds Chemist – The Lib Dems are concerned that the chemist has been continuing with unannounced closures and we have written to Sir Geoffrey Clifton-Brown as well as Lloyds HQ. We will report back on developments. This is clearly a major priority and concern for many residents.
2. Leaf It Out

The county council have launched a new ‘Leaf It Out’ campaign encouraging members of the public to help keep their local drains clear of fallen leaves during the autumn and winter months.

Across the county there are 130,000 gullies and kerb weirs. These are regularly inspected and cleansed on a routine basis but at this time of year they can become blocked more quickly. It is suggested that this is done on the day of garden waste collection and that leaves and put in garden waste bins. Clearing leaves from the garden is also helpful in reducing the incidence of leaves making their ways to drains.

Only clear a drain or gully if it’s safe to do so. Stay safely on the pavement or verge. Use a long broom, stick, fork or spade. Clear and pick up leaves, do not push into the drain.

To encourage engagement and thank those acting against flooding residents are asked to share a before and after photo on Twitter or Facebook using the hashtag #LeafItOutGlos

1. A Greener Christmas – Gloucestershire County Council’s waste team in partnership with district councils is asking people to make ‘greener’ choices this year to reduce the impact Christmas waste has on the environment.

The campaign will focus on: food waste, gifts, trees and traditional items such as advent calendars and Christmas crackers. I would ask all Parish Councils to share details [www.gloucestershire.gov.uk/gloucestershire-recycles/reduce/greener-christmas](http://www.gloucestershire.gov.uk/gloucestershire-recycles/reduce/greener-christmas) and use #greenerchristmas on social media.

1. Staying safe this winter

Please can we remind residents that the best way to stay safe this winter is through vaccination and encourage everyone who is eligible to take advantage of the Covid booster vaccination programme and to have a flu jab.

The Category 1 ambulance response times in the Cotswolds are currently the worst in the district. We have written to William Warrender the Chief Executive of the South West Ambulance Service asking for evidence of a detailed plan to equalise the situation in Gloucestershire and to ensure all of our residents have the best possible chance of surviving a life threatening condition.

1. COVID-19:

Testing: Our nearest Mobile Testing Unit location is:

Dursley Rugby Club, Hounds Green, Dursley GL11 6AJ (Monday-Tuesday)

Lloyds Pharmacy Wotton-under-Edge provides on site testing for people with no symptoms – 43 Long Street, GL12 7BX. Opening hours 9am-6.30pm (Monday – Friday), 9am-5pm (Saturday).

Cases

In the week 1st November – 7th November, there were 2,846 confirmed cases of COVID 19 in the county.

Of these cases:

653 Gloucester

516 Stroud

485 Cheltenham

414 Tewkesbury

404 Forest of Dean

374 Cotswold

The rate of cases in the last 7 days per 100,000 is 468.1 in Gloucestershire.

In the week 23rd -29th October there were 11 deaths mentioning ‘novel coronavirus’ which is 8.8% of all deaths.

My contact details linda.cohen@gloucestershire.gov.uk . Mobile 07791110906

County Cllr Cohen mentioned that the GCC Highways Manager will be off work for a while and that alternative cover arrangements have been put in place. Councillors asked her to pass on their good wishes to him. Cllr Cohen would arrange a meeting with the Town Clerk to review social media input on the highways areas for improvement in the town.

*County Councillor Cohen left the meeting*

## T.6400 Meeting Updates

a) Highways Site Meeting – There were concerns that there was insufficient space to accommodate the suggestions made by various members of the public, which included designated areas for cycle racks and mobility scooters. Public consultation was needed and would need to be handled sensitively to achieve a workable result. It was suggested that the survey could be compiled professionally to cover a wide range of areas including highways. It was **resolved** that the Clerk should explore this idea, obtain quotes, and bring back to a future meeting. Agreed all in favour.

b) Christmas Event Working Group – Arrangements were progressing well. 6 marshals had been recruited so far and a further 8 were needed. It was suggested that the Lions might be willing to help. Thanks were expressed to Cllrs Tucker and Creese for their hard work in organising the event.

c) Events Working Group – A lot of ideas had been suggested from a number of groups and organisations in the town, although not many members of the public attended the meeting. Special thanks to Mrs J Cordwell who had an events folder from the last Jubilee event with a lot of useful information. Cllr Creese would share this with the Clerk. It was hoped to encourage more public attendance at the next meeting.

## T.6401 Community Speedwatch Scheme

It was suggested that a Council led Community Speedwatch would demonstrate the Council’s commitment to stopping speeding in the town. It was noted that the Police Community Engagement Team will attend the Christmas event so it would be prudent to wait until after then as members of the public may also wish to be involved. A minimum of 20 people are needed for the scheme. Cllrs Lewis, Taylor, Tucker, Claydon and Barton volunteered to take part.

## T.6402 Consultations

DEFRA were consulting on revised Environmental Permitting Regulations, which aimed to prevent contamination of groundwater. The Regulations stipulated a minimum size of grave space, which would dramatically reduce the number of available burial plots in the cemetery. It was **resolved** to submit a ‘strongly disagrees’ response to questions 3(a) and 3(b) of the consultation.

## T.6403 Correspondence

1. An invitation to The Door Annual Celebration and Awards Night on 30th November 2021 was noted. Cllr Turner would attend.
2. An invitation to The Keepers Open Day on 9th December 2021 was noted. Several councillors planned to attend.
3. A thank you email from Synwell Playing Fields Association for the 2021/22 grant funding was noted.

## T.6404 Brief Reports from Councillors

1. Wotton Youth Partnership – It was noted that long-term member Henrietta was stepping down. She had been instrumental in applying for grant funding and many other tasks and was thanked for all her hard work.
2. WACAN – Cllr Barton had circulated a report detailing the ongoing work and events planned by WACAN.
3. Regeneration Partnership – the next meeting will be held in January.
4. WCSF – Plans included laying aggregates for the car park and putting down stone around the 5-aside pitches to make the paths usable when the grant funding is received. They are pushing to get people’s votes to benefit from funding from the Persimmon charity.
5. Swimming Pool – a report had been received.
6. Charfield Railway Station Consultation. Several Councillors had attended the consultation events. It was requested that the consultation be added to the November Planning agenda for an official Town Council response.
7. Walking Festival – this would take place from 10th to 12th June 2022

*Deputy Clerk Y Milsom left the meeting*

## T.6405 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.6406 To discuss the acquisition of land and agree actions**

The request was discussed. It was **resolved** to hold a site meeting to review the land and access. The Town Plan to be circulated to all councillors.

**T.6407 To receive an update on anti-social behaviour and agree actions**

A verbal report was given on various issues in the town and actions taken to date. It was requested to ask The Door for a detailed report to be discussed at the next quarterly contract performance meeting.

**T.6408 Clerk’s report**

A verbal report was given on the TUPE of staff, the Town Hall, and Old Town Toilets.

The meeting ended at 10pm