



**MINUTES OF THE LYDNEY TOWN COUNCIL MEETING
HELD IN THE COUNCIL CHAMBERS, CLAREMOUNT HOUSE ON
MEETING OF THE COUNCIL Monday 12th June 2023**

Start 7.00pm

Present: Cllr T Saunders (Chair)
Cllr C Harris
Cllr P Johns
Cllr S Holmes
Cllr R Holmes (Vice-Chair)
Cllr R Kemsley
Cllr W Osborne

In attendance: M Greenfield (Clerk)
C Matthews (Locum Assistant Clerk and minute taker)

Members of the Public: H Ives (District Councillor)
Councillor Saunders welcomed all present and gave the usual 'housekeeping' announcements.

1. **APOLOGIES**

Apologies were received and Noted, from Cllrs S Cave, P Macklin and E Taylor

2. **DECLARATION OF INTERESTS**

To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with Lydney Town Council's current Code of Conduct in respect of Members.

None declared.

3. **MINUTES**

The minutes were accepted as read. Proposed by Cllr W Osborne Seconded by Cllr C Harris. Unanimously agreed

4. **REPORTS**

A report was received from District Cllr H Ives- 1) District Council has now a full cabinet after the elections. The new leader of the District Council is District Cllr M Topping. 2) A gate was being purchased by friends of the Mesne for the point of access for the Wild Boar with permissions being sought for installation. 3)The community fund is open until the end of the week and wants all possible groups to apply for funding through the online portal. 4)That a meeting was held with District Cllr Moore and Town Cllr C Harris to discuss the possible return of Lydney Market to the Newerne Street Carpark. A total of 18 spaces could potentially be requested.

5. **FINANCIAL MATTERS / RFO REPORT**

5.1 **Payments.**

It was proposed by Cllr W Osborne Seconded by Cllr S Holmes that the Payments were made for the agreed for payment. Unanimously agreed

5.2 **Income and Expenditure Reports/ Earmarked Reserves / Balance Sheets / RFO Report/ Bank Reconciliations to 31.03.23 and 30.04.23**

Cllr T Saunders proposed the reports were received and agreed and approved in full. Unanimously agreed.

5.3 **Annual Governance & Accountability Return and allocation of Surplus Funds**

(a) to note the Explanations of Variances - 1st April 2022 to 31st March 2023. Noted

(b) that the Annual Governance and Accountability Return (AGAR) for the Financial Year ending 31st March 2023 be approved and submitted

It was proposed by Cllr T Saunders that the AGAR be approved as read.

Unanimously agreed.

(c) to note the dates of the Exercise of Public Rights (13th June – 18th July 2023).

Noted

5.4 **Insurance Cover**

To note the Insurance Policy Renewal Premium & Scope of Cover for 01.06.23-31.05.24. Noted

5.5 **Internal Auditor Reports**

To review the Internal Auditor Reports, May 2023 and previous reports. Noted

5.6 **Direct Debit Card Report**

To note the Direct Debit Report. Noted

5.7 **Summer Holiday**

To approve funding for Taurus Crafts for Summer Activities, to be paid from the Youth Grant.

It was proposed by Cllr C Harris seconded by Cllr S Holmes that this be approved.

Unanimously Approved

6. **TOWN CLERK'S REPORT**

The report was received and Noted

7. **COMMITTEE BUSINESS REFERRED TO THE COUNCIL AND REPORTS FROM THE CHAIRS OF COMMITTEES, SUB COMMITTEES AND WORKING PARTIES AND FROM LEAD COUNCILLORS**

Personnel Committee – to update that a new Assistant Clerk has been agreed and will be starting working on the 17th of July 2023. The Committee agreed to employ Mrs L Bendall.

It was to be noted that there were still some staff absences currently due to annual leave and long-term sickness.

Cllr T Saunders reported that the following meetings had taken place:

- Multi agency about the Mesne- the meeting went well and although the initial plan has changed, the area will still be fenced to reduce the risk of Wild feral boar damage to the area.
- The anti-social behaviour multi-agency meeting took place and was positive in building new relationship with other organisations to aide the reduction of anti-social behaviour in the town.
- Royal British Legion – the plans were being produced and instigated relating to the Remembrance event ready for November 2023.

- As Mayor there will be a presentation at Dean Academy School for the Student Community Shield at 3pm on Monday the 19th of June 2023.
- That the Lydney Coastal Development Team were meeting at the Harbour Monday the 19th of June at 11am to finalise the project for the regeneration of the Lydney Dock area.

Amenities Committee report- that the testing of the ground at the Recreational Trust had raised some concerns about soil purity for the growth of fruits and vegetables for the community.

That the community orchards were currently underway and were waiting for a school to inform the committee they had contacted the local residents about the planting of trees.

8. **CO-OPTION ONTO LYDNEY TOWN COUNCIL**

It was proposed by Cllr C Harris that co-option notices are advertised on the Councils Facebook and website and placed on the Council noticeboards. This was Proposed by Cllr C Harris Seconded by Cllr R Kemsley unanimously agreed.

9. **GLOUCESTERSHIRE ASSOCIATION OF PARISH & TOWN COUNCILS ANNUAL GENERAL MEETING**

To consider submitting a resolution for debate at GAPTC's Annual General Meeting- No motion to be considered.

10. **APPOINTMENT TO LYDNEY GRAMMAR SCHOOL FOUNDATION**

It was Proposed by Cllr S Holmes that Cllr C Harris be nominated as the councils representative. Seconded by Cllr P Johns. Unanimously agreed

Meeting suspended 7.58pm
Meeting resumed 8.00pm

11. **CLIMATE RESILIENCE PROJECT**

It was proposed by Cllr T Saunders that Cllr R Kemsley be nominated as the Councils representative. Unanimously agreed

12. **NEIGHBOURHOOD DEVELOPMENT PLAN**

It was considered that the council could not currently provide a letter of support for the Neighbourhood Development plan as they had not seen the plan. It was proposed by Cllr C Harris that this matter be deferred until the plan had been received by council. Seconded by Cllr W Osborne. Unanimously agreed.

13. **PURCHASE OF LAPTOP**

It was proposed by Cllr S Saunders that the Clerk purchases the laptop as agreed from Tate Technology with all of the required applications and licencing. Unanimously agreed

14. **ASSET OF COMMUNITY VALUE THE OAKS**

It was proposed by Cllr R Holmes that the land adjoining The Oaks be registered as an asset of Community Value and that the council seek to gain ownership that the residents would be given wayleaves for rights of access to their properties and that a working party be formulated to further the required work. Seconded by Cllr C Harris. Unanimously agreed

15. **THE LAND ADJOINING THE OAKS**

The report was received by Council. It was proposed by Cllr W Osborne and seconded by Cllr C Harris that the drainage ditch be cleared by a contractor.

16. **LYDNEY COMMUNITY EMERGENCY ACTION PLAN**

It was proposed by Cllr T Saunders that a working party be formed with Cllrs S Saunders, C Harris, R Kemsley and the plan be reviewed and updated. Unanimously agreed.

17. **LYDNEY COMMUNITY FLOOD RESILIENCE PLAN**

It was proposed by Cllr T Saunders that a working party be formed with Cllrs S Saunders, C Harris, R Kemsley and the plan be reviewed and updated. Unanimously agreed.

18. **INFORMATION TECHNOLOGY ANNUAL SUBSCRIPTION**

It was proposed by Cllr T Saunders that the Council accept the annual subscription but look to changing the email addresses to a gov.uk type format and that the council look at possible consolidation of the technology and website provision in the future.


19. **CORRESPONDENCE**

Noted

20. **DATE AND VENUE OF NEXT MEETING AND FUTURE BUSINESS**

Full Council – Monday 10th July 2023 in the Council Chamber, Claremont House, High Street. Lydney

Meeting closed at 8.30pm

 10-7-23