



**MINUTES OF THE LYDNEY TOWN COUNCIL MEETING  
HELD IN THE COUNCIL CHAMBERS, CLAREMOUNT HOUSE ON  
MEETING OF THE COUNCIL MONDAY 8<sup>th</sup> JANUARY 2024**

**Start 7.00pm**

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

**In attendance:** M Greenfield (Clerk)  
L Bendall (Assistant Clerk – Minute Taker)

**Members of the Public:** Cllr A McDermid (District Councillor – 7.19pm)

Councillor Saunders welcomed all present and gave the usual 'housekeeping' announcements.

**Open Forum**

No Items raised.

1. **APOLOGIES**

Apologies were received and noted, from Cllrs Cave, Ives, Macklin and Taylor

2. **DECLARATION OF INTERESTS**

There were none.

3. **MINUTES**

The minutes held on **Monday 11<sup>th</sup> December 2023** were accepted as read and correct. Proposed by Cllr Saunders.

**Resolved: Majority Approved**

Cllr S Holmes left the meeting 7.04pm

Cllr S Holmes returned to the meeting 7.05pm

4. **REPORTS**

To receive *urgent* reports from Members of the Town, District and County Councils  
In summary, report from Cllr Preest – GCC Councillor:

- Cllr Preest continues to have regular meetings with Lydney Town Councillors
- Cllr Preest had a recent walk around Lydney East with District Cllr McDermid

- Busy time of year for Highways issues and “Fix my Street” for minor defects is now available on the GCC website  
<https://fixmystreet.gloucestershire.gov.uk/>

## 5. **FINANCIAL MATTERS / RFO REPORT**

### 5.1 **Payments**

To approve accounts for payment as detailed by the RFO

It was proposed by Cllr Harris that the Payments totalling £8,777.63 be agreed.

Seconded by Cllr S Holmes.

**Resolved: Unanimously Approved**

### 5.2 **Financial Reports: Income and Expenditure Reports/ Earmarked Reserves/ Bank Reconciliations for 31.12.2023 and Bank Statements for December 2023.**

To receive and approve the above financial reports.

Town Clerk apologised that the Income and Expenditure Reports, Earmarked Reserves and Bank Reconciliation for 31.12.2023 were not available as they are waiting to be checked independently. These reports will be available in the February council meeting.

Cllr Harris Proposed that the Bank Statements for December 2023 be approved.

Seconded by Cllr S Holmes.

**Resolved: Unanimously Approved**

### 5.3 **Direct Debit Card Report**

To note the Direct Debit card was not used for 31.12.2023.

Noted.

### 5.4 **To approve the PRECEPT/Budget for the Financial Year 2024/25**

To receive and approve the PRECEPT/Budget for the financial year 2024/25

Following a lengthy debate Cllr Saunders proposed that the PRECEPT/Budget for the financial year 2024/25 be approved as £777,449 with £20,000 being taken from General Reserves.

**Resolved: Majority Approved**

### 5.5 **Year End 2023/24 Accounts**

To decide on a provider to undertake the Year End Financial Accounts for 31.03.24

Cllr Harris proposed that Metta Media Ltd undertake the year-end financial accounts for 31.03.2024. Seconded by Cllr S Holmes.

**Resolved: Majority Approved**

## 6. **TOWN CLERK'S REPORT**

To receive and note the Town Clerk's report.

Noted.

Cllrs wanted to pass on their thanks to Henry for his work undertaken on the latest newsletter and other various office tasks and projects.

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

**Climate Resilience Project FoDDC** – Cllr Kemsley confirmed that he is completing some work for this as the deadline for completion is this Thursday.

**Christmas Event** – a debrief and date will be discussed at February's Council Meeting.

8. **DRAFT STRATEGIC PLANS**

8.1 To note the Strategic Plan for April 2015 to March 2024  
Noted.

8.2 To note the development of the Strategic Plan for April 2024 to March 2030  
Noted.

8.3 To decide on future actions regarding development of the Strategic Plans.  
Cllr Saunders proposed that the Strategic Plan be reviewed at Council meetings quarterly starting April 2024.

**Resolved: Unanimously Approved**

9. **NEIGHBOURHOOD DEVELOPMENT PLAN (NDP)**

9.1 To review the Lydney Housing Needs Assessment, November 2023.

Cllr Harris, a member of the NDP Steering Group, gave an update on the NDP following a number of meetings:

A public event is being organised on 28<sup>th</sup> February 2024 between 3pm and 7pm at Room 1 within the Community Centre

A further meeting to be held in town outside the old Co-op building with members of the Steering Group and Councillors available to talk to residents. This is scheduled for 21<sup>st</sup> March between 11am and 3pm

NDP Website goes live on 15<sup>th</sup> January where residents can make comments

<https://temp.lydneyndp2.com/staging/index.php>

Cllr Harris to work with FoDDC to link both local plans

Dean Radio will promote the two upcoming events

Details will be added to next Newsletter

Details to be displayed on LTC Noticeboards

Cllr Harris requested that an update on NDP be a standing item on the agenda moving forward and will ensure background paperwork is provided. The Town Clerk advised that the NDP will be on future agendas, subject to relevant documentation being provided, but not as a standing agenda item.

Work on the NDP is going well thanks to the hard work and continued support of Anne Harley

9.2 To decide on councillors to review and formally submit any amendments on the Lydney Housing Needs Assessment document.

Cllr Saunders proposed that Cllr Harris together with Town Clerk review and formally submit any amendments of the Lydney Housing Needs Assessment, November 2023.

**Resolved: Unanimously Approved**

Cllr R Holmes left the meeting at 8.22pm

10. **TREES ON CENTURION ROAD**

To note a report on remedial works undertaken on trees on Centurion Road under Health & Safety.

Noted.

The council thanked the Grounds Team for their help on undertaking this work.

11. **REPLACEMENT KUBOTA**

To decide on a replacement Kubota, with funds being taken from Earmarked Reserves 330 Machinery, 346 New Vehicle and unearmarked reserves, with costs not exceeding £16,000 excluding VAT

Cllr Harris proposed that purchase of a replacement Kubota, to a maximum of £16,000 excluding VAT, with funds being taken from Earmarked Reserves 330 Machinery, 346 New Vehicle and unearmarked reserves be approved. Seconded by Cllr S Holmes.

**Resolved: Unanimously Approved**

12. **CORRESPONDENCE**

To note correspondence received and answered and to agree responses, as appropriate

- To note response from Forest of Dean District Council relating to the proposed transfer/purchase of Land on the East side of Allaston Road  
Noted – Cllr Harris has agreed to look into this matter further.

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

Full Council – Monday 12<sup>th</sup> February 2024 in the Council Chamber, Claremont House, High Street. Lydney

Meeting closed at 8.35pm

