

MINUTES OF A MEETING OF TETBURY TOWN COUNCIL
Held in the Council Chamber, Tetbury on Monday 25th September 2017 at 7.00pm

PRESENT:

Chairman: The Mayor, Councillor Stephen Hirst

Councillors: J Williams (Deputy Mayor), S Ball, P Burrell, J Easterbrook, B Edge, N Ind, M Lea, I Maslin, E Monks, C Morgan, K Painter, S Scottford, A Walsh.

Officers: Town Clerk – Stephen Holley, Deputy Clerk – Tara Niblett

Public: Nine members of the Public and one member of the Press

TC01. 09/17 Apologies for absence:

Received from Councillor Stevenson

TC02. 09/17 Declarations of interest:

None

TC03. 09/17 Public Consultation:

Heidi Bailey expressed concerns regarding lack of pre-school provision in Tetbury due to one nursery being closed down and another closing next year. Will Cook and Nicola Clarke unveiled a painting of the Goods Shed which was painted by Ms Clarke as a gift to the Council

TC04. 09/17 Minutes:

The minutes of the meeting of the Council held on 24th July 2017 were APPROVED. Record of Voting: 13 in favour, 1 abstention.

TC05. 09/17 Progress Reports:

Contact Highways regarding speed limit on Cirencester Road – Ongoing, to be added to items for Traffic Regulation Order. Proceed with 3year lease for the former @Tetbury building – Ongoing. Burial Ground Project – Borehole testing had been carried out and, when the results had been received, Officers would resubmit the planning application to CDC. Consider replacing external staircase outside Council Chamber – ongoing. Request narrowing of pavement outside Top Banana and Seymours to provide better flow of traffic – full report from Highways will be received at next Full Council meeting. Arrange for valuation on various properties and chains of office – Ongoing. Dragons Den event at SWR – awaiting date from SWR. Car park sign at the Long Stay Car Park – new surface on sign being designed. Annual Return approved for submission to external Auditor – hope to complete by the end of September.

TC06. 09/17 Reports from the Mayor and the Town clerk for August and September:

Mayor's report – Attended various events over the Summer months, discussed with the Dolphins Hall Committee ways in which the Council can assist with the redevelopment.

Town Clerk's report – Assisting with the follow up meeting of the 'Tetbury Cares' workshop. Only three responses had been received for the Goods Shed Post Project Review, two from the public and one from a member of the Project Management Team.

TC07. 09/17 Police Report:

26 substantiated crimes had been reported between 1st July and 31st August 2017, compared to 23 for the same period last year. These figures comprised 6 incidents of burglary, 10 of violence, 6 of theft and 4 of criminal damage. A number of business premises were broken into which caused the increase in the burglaries. A new PCSO would be joining the team shortly. Due to theft from businesses it was felt that CCTV cameras were needed in the town. Noted that a WhatsApp group had been set up by shop keepers in the town.

TC08. 09/17 Reports from the Council's Committees and Working groups:

Finance and Scrutiny Committee – Considered control measures and amended Financial

Regulations in respect of the proposed business credit card. Payments for TTC and TIC were approved.

Heritage and Regeneration Committee – Congratulated the Police Museum on being awarded a 2017 Certificate of Excellence by Trip Advisor. The Committee gave its support for the Cotswold Gateways Project which would deliver a number of gateway sites across the Cotswolds where people arrive to find a series of walking and cycling routes mapped out for them to explore the surrounding area. Ticket sales for the Music Festival and various Goods Shed events had been selling well.

Planning Committee

<p>17/03139/FUL Full application for erection for two storey side extension single storey rear extension and new vehicle access 177 St Marys Road Decision: TTC does not support this application as the proposed vehicular access would interrupt the street scene and it would set a precedent with other properties. This is a very busy pathway with children and parents using it on a daily basis to get to and from school and it is also one of the main pathways to the town centre.</p>	<p>17/03093/LBC Listed Building Consent for removal of external signage and night safe Lloyds Bank Plc, The Counting House, 10-12 Long Street Decision: TTC supports the removal of the external signage and requested a caveat to keep the night safe as a heritage asset.</p>
<p>17/02907/FUL Full application for amendment to approved application 15/00525/FUL re-position of proposed dwelling amended to take into account position of existing sewer at Garage off Fox Hill Decision: TTC supports this application</p>	<p>17/02917/FUL Full application for subdivision of flat 7 to create 2 studio flats with repositioned cycle parking spaces (Amendment to permission 14/05450/FUL) 1 London Road Decision: TTC does not support this application as we find the size of the rooms with all facilities for modern day living with no parking facilities unacceptable</p>
<p>17/03215/TPO Works to trees with a TPO for refer to attached documentation Steepleton Care Village Decision: TTC supports this application</p>	

A site visit had been arranged for members of the Planning Committee to visit the Steepleton development site regarding phase 2 of their planning application.

Highways Working Group - Work will commence in the next two months to repair the top of Gumstool Hill including relining the parking area. Improvements to the Ilsom crossroads did not score well against need criteria and therefore funding for any improvements is highly unlikely in the near future. Work is being carried out in Cutwell to improve the road surface together with work to improve Hampton Street. Council raised concerns regarding parking outside St Saviours church and the possibility of putting signs in place when a funeral is taking place.

TC09. 09/17 Brief updates from the Feoffees, Dolphins Hall and Rail Lands Trust:

Feoffees – Funding was available for apprenticeships and school leavers.

Dolphins Hall Committee – The Chairman of the Hall Committee thanked the Council for its decision to offer £11,316 (held by the Council as Sole Trustee to Trust 301633). The money could be used at the front of the hall for a new layout removing the car parking spaces, because the gravel was damaging cars parked there. Compliments had been received regarding the new round tables and chairs. The number of private bookings for the year currently stood at 119, this figure did not include regular exercise classes.

Tetbury Rail Lands Regeneration Trust – A meeting had been arranged for Monday 16th October 6-7pm for Councillors to receive an update regarding the Trust’s finances and to meet new members of the team. Will Cook was now the Honorary Chairman and Kathryn

Limoi had been employed as the new Administrator. Recent events had been very well supported. Cinema equipment was due to be installed in January.

TC10. 09/17 Recommendations from the Finance and Scrutiny Committee:

Council Credit Card – The Council RESOLVED (i) to authorise an application for a Business Credit Card account to Lloyds Bank with a credit limit of £1,000 to be split equally between two cards to be issued to the Town Clerk/RFO and Deputy Clerk/Finance Officer and (ii) to amend Financial Regulation 6.1 by the addition of control measures for use of the above Business Credit Card. Unanimous.

Updated Complaints Procedure – The main amendment made to the Complaints Procedure was to reflect the new Code of Conduct 2012 in that the Council could not itself consider complaints in respect of Councillor behaviour. Complaints against a Councillor had to be referred to the Monitoring Officer of Cotswold District Council. The amended Complaints Procedure was APPROVED. Unanimous.

Member/Officer Protocol – The purpose of the Protocol is to provide guidance to both Members and Officers over the way they are expected to work together for and on behalf of the Town Council. Unanimous.

Statement on Councillor Behaviour – The following statement was APPROVED “Those who choose to join the Council are required by law to sign their acceptance of a Code of Conduct based on the Nolan Principles of Public Life and to abide by it whilst active in their capacity as an elected Councillor. While Councillors are entitled to a private life, they should be aware that election to Public Office brings them into the public eye at all times and that their conduct in any and every part of life may reflect on them as a Councillor AND on the Council as a public authority. Tetbury Town Council does not accept any form of discrimination or harassment by its members in meetings and during other Council activities and does not condone such behaviour by Councillors at any other time”. Unanimous.

TC11. 09/17 Appointment to vacant seats on Committees and External Organisations:

(i) Councillor Scotford was appointed to the Heritage and Regeneration Committee.

(ii) Councillors Ind and Scotford were appointed to the Planning Committee.

(iii) Councillor Ind was appointed to represent the Council on the New Picket Harp Allotments Association Committee.

(iv) Councillor Edge was appointed to represent the Council on the Gloucestershire Playing Fields Association.

TC12. 09/17 Correspondence: None received.

TC13. 09/17 Brief reports from County, District and Town Councillors:

County and District Councillor Hirst – The District Council was offering £500 off the cost of a defibrillator, the Emergency Planning Group would look into suitable locations in Tetbury. The District Council also had money available to assist youth organisations, contact Councillor Hirst for more information. A date had been set to consider the planning application for the Chesterton development. The follow up to Tetbury Cares would be taking place in the Town Council offices on Tuesday 26th September at 6pm, all Councillors welcome. The County Council had funding available for youth activities.

Councillor Ball – The Heritage and Regeneration Committee would discuss CCTV and investigate costs for the 2018/19 Budget.

Councillor Edge – Requested an update regarding parking in Church Street, advised new sign should be erected shortly on Café Edge side of the street.

Councillor Scotford – Expressed concern regarding table and chairs outside Quayles, advised that this has been discussed before and, as long as one metre was left clear, there was sufficient space for pedestrians to walk by.

Councillor Walsh – Reported that Bromford Housing Association had performed above and beyond the call of duty for a local resident. Barnwood Trust also assisted with this resident

in providing a new mobility scooter. Requested that the Town Council write to Bromford HA acknowledging their assistance in this matter.

Councillor Morgan – Requested an update on the old Youth Club building as no work had taken place for some time. It was reported that the building firm concerned had gone bankrupt.

Councillor Williams – Reported problems with dogs being let off their leads in the Recreation Ground. This had been discussed with the Chair of the Dolphins Hall Management Committee.

TC14. 09/17 Items for inclusion on future agendas: Accessibility in the town, CCTV, Childcare Provision

TC15. 09/17 Date of next meeting of the Council – Monday 23rd October 2017, 7pm

TC16. 09/17 Exclusion of the Public and Press

It was RESOLVED that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the Public and Press be excluded from the Meeting for the following item of business on the grounds it involved the likely disclosure of confidential information (as defined in paragraph (1) of Part I of Schedule 12A to Section 100A(4) of the Local Government Act 1972 [Information relating to an individual]), and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information concerned.

TC17. 09/17 Confidential minutes of the meeting held on 26th July 2017:

The Confidential Minutes of the meeting held on 26th July 2017 were APPROVED as a correct record. Record of Voting: 13 in favour, 1 abstention.

TC18. 09/17 Staffing Review – Recommendations from the Finance and Scrutiny Committee: The Council RESOLVED to adopt the Committee’s recommendations. Unanimous.

Note: for the reasons agreed in Minute TC16. 09/17 the detail of this decision is recorded separately, in the Confidential Minutes and in the circulated Confidential Report.

The Meeting closed at 8.20pm

Chairman Dated