

MINUTES OF A MEETING OF TETBURY TOWN COUNCIL
Held in the Council Chamber, Tetbury on Monday 23rd October 2017 at 7.00pm

PRESENT:

Chairman: The Mayor, Councillor Stephen Hirst

Councillors: S Ball, P Burrell, J Easterbrook, B Edge, N Ind, I Maslin, C Morgan, K Painter, S Scotford and A Walsh

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

Public: Eight members of the Public

TC01. 10/17 Apologies for absence:

Received from Councillors Lea, Monks, Stevenson and Williams.

TC02. 10/17 Declarations of interest:

None

TC03. 10/17 Minutes of the meeting held on 25th September 2017:

The minutes of the meeting held on Monday 25th September 2017 were APPROVED as a correct record. Unanimous.

TC04. 10/17 Public Consultation:

A presentation was given by Mr Scott regarding the Tetbury Area Youth and Community Trust (TAYCT) grant application. He explained that 'The Pod' was open as a drop-in on two nights a week for children aged 11-21. The premises were very restricted by the space available. The Pod had been in use for seven years. In the future TAYCT would like to accommodate younger children. TAYCT was looking at various funding streams and requested a letter of support from the Council to assist with these funding requests. It was suggested that the Council look at the possibility of a 'meet and greet' with a younger Councillor visiting The Pod to discuss the concerns, which could then be brought to Council.

The Chairman used his discretion to bring forward the following item of business.

TC08. 10/17 Funding request – Tetbury Area Youth and Community Trust:

Councillor Walsh, the Chair of the Finance and Scrutiny Committee, provided an overview of its recommendation to provide TAYCT with an immediate grant of £10,000 (although only £8,000 had been budgeted for 2017/18) and to budget a further £10,000 for 2018/19, allowing for the possibility of additional funding mid-year should it become necessary. The Council unanimously RESOLVED the same.

TC05. 10/17 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 – Awaiting confirmation from Environment Agency on adequacy of results before proceeding with planning application, quotes received for design/layout and work to dry stone wall. Consider replacing external staircase outside Council Chamber – Awaiting quotes. Request narrowing of pavement outside Top Banana and Seymours to provide better flow of traffic – assessments by Highways will be undertaken in Feb/Mar for the 2018/19 build programme dependent upon funding. Arrange for valuation on various properties and chains of office – Ongoing. Dragons Den event at SWR – awaiting date from SWR. Annual Return approved for submission to external Auditor – TTC selected as part of sample for in-depth questions.

TC06. 10/17 Reports from Mayor and Town Clerk:

Mayor's Report – Attended various meetings, visited Police Headquarters at Waterwells, very informative regarding CCTV in town centres. Held discussions with Early Years officers from County Council regarding the current pre-school provision in Tetbury and suggestions for expanding provision in the town.

Town Clerks report – Council Officers had offered to organise the Christmas Tree Festival this year in St Saviours. Shop Mobility and the Dolphins Hall had seen an increase in their bookings. Meeting with representative of Cotswold Taste to obtain ideas on how we can promote Tetbury to the wider audience with the possibility of making it a food destination within the Cotswolds. In response to a request for an update regarding metal benches around the town, the Clerk advised that the bench on Long Newnton road had been removed; unfortunately its condition was such that only one slat could be reused on another bench.

TC07. 10/17 Police Reports:

11 substantiated crimes had been reported between 1st September and 30th September 2017, compared to 14 for the same period last year. These figures comprised 2 incidents of burglary, 4 of violence, 3 of theft and 1 of criminal damage. The Council noted social media reports of burglaries in Longfurlong Lane and tools being taken from a van; it was not known whether the Police have been informed.

TC09. 10/17 Reports from the Council’s Committees and Working Groups:

Heritage & Regeneration – The Committee had agreed to adopt the telephone box at Northfield Road and asked whether the box could be moved to the Goods Shed for a defibrillator to be installed. Officers relayed BTs advice that the telephone box would not withstand being moved, whereas a refurbished telephone box could be purchased for around £2000. Submitting an application to receive 50% match funding from the Police Crime Commissioner regarding CCTV in the town.

Planning –

<p>17/03360/LBC Listed Building Consent for reduce the length of boundary wall by 0.5m to allow easier car access Herdwick House, rear of 23 Church Street Decision: TTC supports this application</p>	<p>17/03359/FUL Full application for reduce the length of boundary wall by 0.5m to allow easier car access Herdwick House, rear of 23 Church Street Decision: TTC supports this application</p>
<p>17/03746/FUL Full application for erection of single storey extension to side of property 42 Longfurlong Lane Decision: Although TTC supports this application we note that the pitch of the roof is too shallow to accommodate stone tiles</p>	<p>17/03139/FUL Full application for erection of two storey side extension single storey rear extension and new vehicle access 177 St Mary’s Road Decision: TTC does not support this application and we would like to reiterate that 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. Would like to be advised whether Highways has visited the site.</p>
<p>17/03993/TCONR Works to trees in conservation areas for Chestnut at the end of the Royal Oak car park, remove dead and rubbing branches, and re-balance canopy due to its irregular shape, crown lift all around to leave an even bottom of the canopy Royal Oak, Cirencester Road Decision: TTC supports this application</p>	

Following visit to the Steepleton site, the Council had been advised that the village hall currently being constructed would be available for the public to hire out for functions.

Finance & Scrutiny – The Committee was looking into having an outside consultant to review the accounts system and advise on making best use of the accounts package. Although St Mary’s Bingo Group had requested a grant of £150, the Committee had resolved to award £200 in recognition of the charity fund-raising work done by the group.

TC10. 10/17 Highways Working Group – Priorities for 2017/18:

A list of priorities had been drawn up with 8 of the 17 priorities being given a level High. It was asked whether having a speed restriction on Cirencester Road would become a priority as this had been omitted from the list. Advised 6 items could be used on a blanket Traffic Restriction Order (TRO) but to be warned that should one person object to any of the items this will stop the TRO from proceeding. Town Clerk to write to APCOA to arrange a meeting regarding traffic and ticketing issues within the town, one of the main issues is a bus parked in Long Street for over 20 minutes. Town Clerk to write to owner of the Priory Industrial Estate to ask whether the chained off parking area could be used to ease parking within the town.

TC11. 10/17 Brief updates from Feoffees, Dolphins Hall, Rail Lands Trust:

Feoffees – Nothing to report, Will Cook and Town Clerk met representative from Gloucestershire Wildlife regarding funding to clear out watercourse at Preston Park, asked whether Cooks Pool could also be added to this funding.

Rail Lands Trust – (i) First Aid courses were being run for volunteers of the Trust and the Whistle Stop café would closing at the end of October for the winter. (ii) A vintage railway carriage had been gifted to the Trust and would house an attractive weather-proof café area and be used for art and craft workshops. In accordance with the terms of the lease between the Council and TRLRT written confirmation had been sought for the installation of the carriage and the associated enabling work: hard core surface for the carriage to stand on; installation of the carriage; construction of an access ramp; connection of utilities; electrical work to the interior of the Shed to support the installation of cinema, lighting and sound system; the erection of a cinema screen. The Council agreed to these works. (iii) Mr Cook advised that planning conditions restricted the Goods Shed operation to 10pm at night and TRLRT would like this condition to extend to 11pm and to open from 7am. The Town Clerk advised that this needed to be the subject of a formal request to the Council as landowner. Separate permission would also be required from Cotswold District Council (planning permission and licensing).

Dolphins Hall – A presentation had been given to Trustees regarding the new project with a working group being set up.

TC12. 10/17 2017/18 Budget – Six month report:

Noted

TC13. 10/17 Process for Budget and Precept for 2018/19 – Identifying Potential Major Projects:

It was noted that if the District Council withdrew the Council Tax Support Grant (CTSG – amounting to £9,748 in 2017) making up the shortfall from Council Tax would increase the Precept approximately 3.5%, the Mayor would obtain clarification from the District Council on whether the CTSG would be withdrawn. Some potential projects identified for discussion without commitment given included: assisting the Dolphins Hall with its rebuild/extension; installing CCTV; assisting with pre-school provision; Gloucestershire Wildlife Trust – Wild Towns Project; employing a Town Warden (although the Council had doubts as to authority for enforcement).

TC14. 10/17 Pre-School provision in Tetbury:

The Council received a report summarising the Finance and Scrutiny Committee's discussion. The Council shared the Committee's concerns about declining pre-school provision and its view that the Council should do what it could to facilitate increased provision. It was noted that the Council had recently received S106 monies from Highfield development of £78,912 which, originally, would have been used to pay off some of the PWLB loan for the Goods Shed. However, the District Council had confirmed that this money could be used for any other project, which opened the possibility of using it to assist

with the pre-school provision within the town. It was reported that Ofsted standards required free flow of outdoor space and a few of the buildings being discussed at present were not suitable. It was suggested that a working group be set up to discuss this issue further. Discussion of the various options would need to be confidential at the early stages. The working group would report back to F&S with a recommendation for the Council in due course.

TC15. 10/17 Website Working Group – update:

Noted.

TC16. 10/17 Correspondence:

Cotswold District Council had arranged Town and Parish liaison meetings on 20th November in Moreton-in-Marsh and 27th November at Trinity Road.

TC17. 10/17 Brief reports from County, District and Town Councillors:

County & District Councillor Hirst – Would write to members to provide an overview on funding available from Glos CC and Cotswold District Council.

Councillor Ball – Would like the Council to consider holding the French Youth trip in 2019 and advised that, if the Council agreed, funding could be applied for.

Councillor Painter – Requested an update on the Burial Ground and new premises for Doctors Surgery.

Councillor Scotford – Advised that a five bar gate on the railway track was very hard to open for anyone in a mobility scooter. This would be reported to the Feoffees. In response to a question whether another cashpoint was to be installed within the town, Town Clerk advised that he had a number of discussions with an ATM company which had not found anywhere suitable for a 'hole in the wall' machine, so the Clerk had contacted four other companies to suggest a free-standing machine and possibly the entrance porch of the Council Offices.

Councillor Walsh – Reported that a successful Twinning event had recently took place.

Councillor Morgan – Requested an update on the Doctors Surgery and asked for a list of S106 monies.

Councillor Inđ – Advised that organisations within the town were looking for support; the United Services Club currently had three committee members and it felt that the Council could engage more. Noted that the post box at Tesco had closed, leaving only the main Post Office collecting post in the evenings; all other post boxes in town had only a morning collection. Queried whether every award winner had received their Inspirational Awards certificate. Noted that the recycling point had been removed from Tesco in Cirencester and expressed concern that the facility in Tetbury might also be lost if it was abused.

Councillor Maslin – Reminded Councillors of the Remembrance Service taking place on Sunday 12th November.

TC18. 10/17 Items for inclusion on future agendas:

None

TC19. 10/17 Date of next meeting:

7pm, on Monday 27th November 2017

TC20. 10/17 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.

TC21. 10/17 Confidential minutes of the meeting held on 25th September 2017:
The minutes of the meeting held on 25th September 2017 were approved as a correct record. Unanimous.

Note: the above item was considered in Closed Session for the reasons agreed in Minute TC20. 10/17, but the decision in this Minute is not Exempt/Confidential.

The meeting closed at 9.03pm

Chairman Dated