

MINUTES OF FULL MEETING of COUNCIL

Held in the Council Chamber, Tetbury on Monday 27th April 2015 at 7pm

PRESENT: Cllrs S Ball (Chair), L Brown, K Painter, M Lea, C Pearce, S Hirst, M Steedman (unable to vote), T Stevenson, D Hicks, J Henderson, B Bergius, C Morgan (arrived 7.10pm) Town Clerk Natalie Haines & Administrator T Niblett, Public District Cllr B Gibbs and 3 members of public.

TC1. 04/15 Apologies: Noted from Cllrs Walsh, Farnham and Maslin

Before the meeting proceeded, the Mayor thanked the Councillors who will not be standing this year for all their hard work and presented gifts.

TC2. 04/15 Declarations of Pecuniary Interest in addition to those declared on Register: None

TC3. 04/15 Public Consultation: None

TC4. 04/15 Adoption of Minutes held 16th March 2015: A Councillor felt the item regarding the burial ground was of a robust discussion and not bullying tactics as described in the Dolphins Hall report. It was proposed by Cllr Hirst, seconded Cllr Henderson voted 5 in favour, 1 against, 5 abstentions to adopt the minutes. **Agreed**

TC5. 04/15 Progress Reports: Annual Street Licence – Cllr Hirst and Town Clerk attended licencing meeting at CDC and the sub-letting has been approved. Town Crier event will be taking place on 2nd July 2016 and a working group needs to be set up (H&R Agenda item). Potential lease agreement between TRLRT and TTC - on-going. Buildings Working Group – 3 months of footfall figures will be obtained from TTC staff for visitors to the TTC building for the Police Museum, Dolphins Hall and TTC matters.

TC6. 04/15 Mayor and Town Clerk Reports for March: Mayors Report Circulated in advance. Invited to the opening of the new X Ray department at Tetbury Hospital and met HRH Prince Charles who opened the unit. The newly formed Tourism Group is moving ahead and the Book of Treats has proved popular. Thanked TIC especially Jackie Williams for organising the new bunting for the Wacky Races and Woolsack. Clerks Report Circulated in advance. Work continues on the internal audit actions, reviewing of Policies and a Health & Safety audit has commenced. A community litter-pick from SWR to St Marys Road and Hampton Street resulted in collecting 9 bags of rubbish.

TC7. 04/15 Annual Police Report: There were 107 crimes in the years 2014/15 compared to 119 for the same period of 2013/14. This year has seen a 10% fall in the overall crime figures. The main areas of success is a reduction in violent crimes and burglary, unfortunately incidents of theft have seen an increase, the majority of which are shoplifting offences. It was noted that the Crime Commissioner will not be visiting Tetbury and the Town Clerk has been asked to write to the Commissioner to express disappointment.

TC8. 04/15 Approve draft 2014/15 year end accounts and note budget usage for last year. Also approve External audit accounts sheets sections 1 & 2: Approve draft 2014/15 year end accounts It was noted that the TIC have overspent by £3,355. It was proposed by Cllr Hirst, seconded Cllr Henderson to approve the year end accounts – voted 9 in favour, 2 abstentions. **Agreed.** External Audit Accounts Town Clerk would like to draw to the attention that under the Annual Governance Statement TTC have a responsibility and not just F&S Committee members for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. It was proposed by Cllr Henderson, seconded Cllr Hirst to approve the External Audit Accounts – voted 10 in favour, 1 abstention **Agreed.** Mayor signed the External Audit Accounts.

TC9. 04/15 To approve Council policies as recommended by F&S:

Remit of Committees Heading 3 Remit of the Highways Committee should read Working Party. 3.5 The maintenance of trees on the Public Highway provided by the Council and liaison with other providers regarding their maintenance keep as it is at present, when new Council meet look at setting up an Estates and Buildings Working Group which would look after trees, TTC Offices and Goods Shed. It was proposed by Cllr Painter, seconded Cllr Pearce to approve these amendments and adopt this policy – voted 10 in favour, 1 abstention. **Agreed**

Equal Opportunities Advised that TTC have never adopted an equal opportunities policy and it would be an opportunity to customise this policy in the future for TTC needs. Remove reference to Dignity and Work Policies. Town Clerk to advise whether our Standing Orders already holds a Grievance Policy. Following these amendments it was proposed by Cllr Hirst, seconded Cllr Henderson to adopt this policy – voted all in favour. **Agreed.**

Publication Scheme For the Council to be accredited this policy is required and is renewed annually. It was proposed by Cllr Painter, seconded Cllr Pearce to adopt this policy – voted all in favour. **Agreed.**

Press and Media Guidance Notes – Advised that CDC do not have a Press and Media Policy for Cllrs to abide by. Following a brief discussion it was proposed by Cllr Hirst, seconded Cllr Henderson to adopt the Press and Media Guidance Notes – voted 5 in favour, 2 against, 4 abstentions. **Agreed.**

TC10. 04/15 To agree future process of Co-option of new Councillors: Following elections in May, we will need to co-opt three new Councillors one for each ward. Following a lively debate, it was proposed by Cllr Stevenson, seconded Cllr Hirst to proceed with the amended notice of casual vacancy, with the potential candidates standing for Council being encouraged to request a particular ward to represent and for all Councillors to vote on each candidate – Voted 8 in favour, 3 against. **Agreed.** New advertisement will be in the June edition of the Tetbury Advertiser. It was noted that TTC will continue to challenge the warding system in Tetbury.

TC11. 04/15 To receive an update concerning burial ground and agree next steps: Town Clerk advised that the Dolphins Hall Trustees have asked for a presentation by TTC on Tuesday 26th May 2015, to explain TTC's proposals for the plot of land next to the burial ground. Following a lively debate it was proposed by Cllr Stevenson, seconded Cllr Painter that TTC request a private meeting with the Dolphins Hall Trustees to discuss the future of the land held at the Dolphins Hall – voted all in favour. Town Clerk to contact Chair of Dolphins Hall and request a meeting and convenient date.

TC12. 04/15 Brief updates from Feoffees/Dolphins Hall/TRLRT:

Feoffees – Will be tarmacing Herd Lane from the entrance up to the turning point.

Dolphins Hall – Annual report circulated in advance in the Tetbury Advertiser. Chair was asked to clarify the Trustee nomination criteria.

Rail Lands Trust – Will know shortly on whether a footpath/cycle track up to the Trouble House will be allowed. Recent Music Festival was a success. Team have built a steam train and will compete in the Wacky Races. Arts in the Park for children will be taking place which will involve cookery, music and art classes this will teach children new and lifestyle skills. Thanked Cllrs who are leaving for all their support.

TC13. 04/15 Working Group Reports:

Highways – Letters are being sent to the Doctors and Lloyds Chemist to request all deliveries are to the rear of the properties to ease traffic blockages in Long Street. The subject of possible traffic blockages in Lowfield Road was discussed as the Classic Car Show is planned to be held at SWR playing fields. TTC to contact Classic Car Show to try and resolve issues between themselves and Dolphins Hall.

9pm Cllr Morgan left the meeting. Cllr Morgan was thanked for all her hard work and presented with a gift. Cllr Morgan expressed disappointment that the recent music festival at the Goods Shed was not well attended by local people.

Neighbourhood Development Plan Annual report circulated in Tetbury Advertiser, will begin writing the policies for each section.

TC14. 04/15 Committee Reports:

Planning

15/00901/FUL

Full Application for Erection of boundary fence to back of house (Retrospective) at 6 Sherwood Road Tetbury Gloucestershire GL8 8BU

15/00562/LBC

Listed Building Consent for Conversion of garage and infill of courtyard with single storey extension at Old Fox House Silver Street Tetbury Gloucestershire GL8 8DL

	Additional information has been received for the above application which relates primarily to: Proposed front elevation
<p>15/00561/FUL Full Application for Conversion of garage and infill of courtyard with single storey extension at Old Fox House Silver Street Tetbury Gloucestershire GL8 8DL Additional information has been received for the above application which relates primarily to: Proposed Front Elevation</p>	<p>14/02722/FUL Full Application for Construction of one detached dwelling and resiting of one approved dwelling with resited vehicular access (amendment to application 13/00282/FUL) at Garden Adjoining Lyndhurst Bath Road Tetbury Gloucestershire New details have been received for the above application which relate primarily to: Re-siting of one dwelling</p>
<p>1505335/LBC/FUL Listed Building Consent for Erection of single storey side extension, internal lift and shed to rear at The Old Court House 63 Long Street Tetbury Gloucestershire GL8 8AA Additional information has been received for the above application which relates primarily to: NEW DETAILS - ADDITIONAL INFORMATION</p>	
<p>15/01475/TPO Works to trees with a TPO for Fell 1 Oak at 5 Shepherds Mead Tetbury Gloucestershire GL8 8RB</p>	<p>15/00922/REM Works to trees in conservation areas for T.1 - Alder - remove at 33 Long Street Tetbury Gloucestershire GL8 8AA</p>
Decisions	
<p>15/00922/REM Approval of Reserved Matters for Erection of 25 dwellings (Reserved Matters details relating to Landscaping pursuant to outline planning permission reference 13/02727/OUT) at The Dormers Cirencester Road Tetbury Gloucestershire GL8 8HA</p>	

F&S Report circulated in advance. £500 grant given to St Mary's Day Centre to purchase an oven. Discussed future needs for tree work to be carried out and that further financial provision was to be considered so as to not affect overall budgets. A survey of vulnerable trees is to be carried out in an attempt to ascertain the amount of budget needed.

H&R Report circulated in advance. Following on from the TIC report, it was decided not to open the TIC on Sunday, it was suggested that when the TIC was closed an interactive screen or display needs to be acquired. The appeal for new bunting has gone well and reached over £1000. Looked at the CDC Open Spaces questionnaire and gave our response have forwarded to Feoffees for their input on the open spaces they maintain.

TC15. 04/15 Correspondence Received to date: Letter from Tetbury Lions requesting permission to erect a plaque on a bench in Anniversary Gardens in memory of Nat Prosser. Town Clerk to write to Lions Club and request a new bench and plaque placed in Anniversary Gardens. The Goods Shed has been hired out on both Bank Holiday Mondays for a Vintage Fair event.

TC16. 04/15 District and Councillors Reports:

District Cllr Gibbs Advised this is his last Full Council meeting after standing as a District Cllr for 8 years which he has enjoyed. Thanked District Cllrs Hicks and Hirst for their support.

District Cllr Hirst Along with the Town Clerk went to the recent Licensing Committee meeting at CDC and our sub-letting market application had been approved. Advised the war memorial is Grade II listed and grants are available for this to be cleaned. Highways to carry out road surveys on junctions within the town. Outstanding pot hole repairs in Magdalen Road outside St Mary's Primary School, Hampton St. Advised pot holes need to be repaired on the slip road by Christ Church.

Cllr Stevenson – Pot holes in Chipping Street need to be repaired before Wacky Races on Monday. Cllr Hirst to contact Highways. Advised resident had litter picked West Street Car Park.

District Cllr Hicks – This will be last Full Council meeting and will miss everybody and wished everyone good luck.

Cllr Ball – It has been a pleasure working with you all.

TC17 04/15 Items for May Agenda: Dolphins Hall if meeting had taken place.

TC18. 04/15 Next Full Council Meeting Monday 18th May 2015 at 7pm.

Meeting Closed 9.30pm

Chairman Date