

CINDERFORD TOWN COUNCIL

Minutes of the Meeting of Cinderford Town Council held at The Council Chamber, Cinderford on Tuesday, 11th August 2015 commencing at 7.00 p.m.

PRESENT

COUNCILLORS; Mrs J. Johnson, (Chair), M.M. Coborn (Mayor), Mrs K. Brown, T. R. Holder, Mrs E.D. Martin, R. Pritchard, M.D. Turner, C. Witham, Ms K. Wynn.

APOLOGIES for Absence was received from Cllrs. Mrs L. Bent, A. Knight, G.L. Morgan (Ruspidge & Soudley P.C.), Mrs L.I. Sterry, R.A. Sterry.

DECLARATION OF INTEREST: Cllr. C. Witham declared an interest in item Min 75 regarding the costings for the Council Web page which included his own Company.

64. MINUTES

The Minutes of the Meeting held on the 14th July 2015, having been circulated were confirmed and signed as a correct record.

65. MATTERS ARISING FROM THOSE MINUTES.

- (a) Request for a seat near Lidl's. (Min. 41b).

The Clerk confirmed the seat had now been installed, and was well used.

- (b) Citizen Advice Bureau - representative. (Min. 48).

Cllr. Wynn had confirmed she would like to act as a substitute representative from the Town Council.

RESOLVED accordingly

- (c) Ms K. Thorne - request for 30mph speed limit on Steam Mills Road. (Min. 51)

The Police and Highways had implemented speeding surveys in the area, but the Clerk reminded Members that it would take 12-18 months for the legal order to go through, so it would be a lengthy exercise. Cllr Witham confirmed he had written to Mark Harper MP, who had confirmed he would lend his support to the initiative. Noted.

- (d) Open Day/Memorabilia. (Min. 54).

Unfortunately the open day would have to be changed from the 12th September, and it was agreed the following Saturday, the 19th, would be suitable. Noted.

- (e) Triangle Lease. (Min 57).

Information still awaited from FODDC, and the Clerk confirmed she would chase it up. Noted.

66. CANDI - AGM - CO-ORDINATORS REPORT.

Copies of the Co-ordinators report from the CANDI AGM had been circulated prior to the meeting, and the Clerk confirmed she had written to Sue thanking her for all her hard work in keeping the project going. Noted.

67. GRCC - AGM.

An invitation had been received from GRCC for members to attend the AGM at Hartpur Village Hall on Thursday, 3rd Sept. 2015 at 10.00 a.m. Noted.

68. GRCC - AFFORDABLE HOUSING.

GRCC were extremely concerned with the Governments intention to extend the Right to Buy to housing association tenants. The details were still to be finalised, but would be incorporated into a Housing Bill scheduled to be progressed and completed during the current parliament session. Cllr Mrs Martin confirmed that there were real concerns regarding the proposal as it was so difficult to get affordable homes in rural areas, and agreed it should be monitored to see what happens.

RESOLVED the Clerk to write to
Mark Harper M.P.

69. GCC - ARMED FORCES COMMUNITY COVENANT.

GCC had written with information regarding the Armed Forces Covenant, and its aims, in a pledge to support the Armed Forces. Members agreed that Cinderford Town Council should support the Covenant.

RESOLVED accordingly.

70. CINDERFORD RFC - INVITATION TO MEETING - 21/08/15.

An invitation had been received from Cinderford Rugby Club for Members to join them on Friday, 21st August 2015 for a short presentation around the Clubs position and its aims within the local community, followed by a question & answer session.

The Chair, together with Cllrs Coborn and Mrs Martin had already met with Club representatives, and urged Members to attend, if possible. Noted.

71. HIGHWAYS - CLOSURE OF GLOUCESTER ROAD, MITCHELDEAN FOR RE-SURFACING.

Notification had been received from Highways for the closure of the A4136 Gloucester Road, Mitcheldean from junction of Merrin St. to Ladygrove Business Park, from 11th October - 15th November, on **Sundays, only**. Noted.

72. GRANT THORNTON - AUDIT FOR YEAR END 31ST MARCH 2015.

Grant Thornton had now completed the Audit, and agreed that the information supplied was in accordance with proper practices and that no matters had come to their attention giving cause for concern that relevant legislation and regulatory requirements had not been met. They had however, raised some matters to be brought to the attention of the Council;

- Internal Auditors Report - The Internal Auditor answered 'No' to test 1, but as the Council had reconciled the bank accounts at the year end, the correct response was 'Yes'. Council should ensure that the internal auditor's report is reviewed before sending the document to the external auditors, and which should be minuted accordingly.
- Risk Assessment - Grant Thornton considered the Risk Assessment undertaken by the Council, was limited, and needed some improvement.
- Internal Financial Controls - the Council should look to document its internal controls and to periodically review the specific day to day procedures.
- Accounting for Fixed Assets - the Clerk had actually raised this query with Grant Thornton, following information supplied by them, that fixed assets should be accounted for at purchase cost, and not insurance value.
- There were also two minor amendments to the completed form.

The Clerk confirmed she would look up the relevant requirements to bring back to Council for consideration. Noted.

73. THE FORMER RAILWAY INN, STATION STREET.

Cllr. Turner was concerned about the derelict state of the former Railway Inn in Station Street and after discussion it was

RESOLVED the Clerk apply for listed building status for the former Railway Inn.

74. MEMBERS REPORT - FOREST FORUM & ZEBRA CROSSING UPDATE.

- **Forest Forum** - The Report, as presented at the Forum, had been copied and circulated to all Members, prior to the meeting. Cllr. Holder had attended the meeting, in the evening and gave Members a brief update on the launch of Foresters' Forest HLF Landscape Partnership Programme, which had been enabled through lottery funding, and which included the Hidden Heritage App, which Bob Smith had given a presentation on, to the Town Council some time previously, and which had received unanimous support. The Forestry Commission were also looking to make available two enclosed grazing areas (Wigpool and Edgehills) for sheep or cattle.
- **Zebra Crossing** - Following a meeting with Highways and Cllr Morgan, the Clerk confirmed that the led lighting had been ordered, and they were currently awaiting specific brackets to be delivered to allow the lighting to be fitted.
- **Grass-cutting** - As Cllr Morgan had been unable to attend, the Clerk reported that he had agreed with Highways to pay for a team of workers to tidy up the areas which had been left in an unacceptable state, following the recent grass-cutting. The Clerk asked Members to let her know of any area which had been cut by Highways, to add to a list she was collating.

75. WEB PAGE - TO REVIEW COSTINGS.

Cllr Witham presented everyone with a list of 6 Company's, together with their website hosting costs/provision, for comparison.

Members discussed the various options and agreed the Town Council should support the local Company, who also provided a good service for a low annual cost.

RESOLVED the Town Council accept the quote from Crome Creations.

76. SOCIAL MEDIA POLICY - TO FORMALLY ADOPT THE POLICY.

The Policy had been previously circulated to Members for their consideration, and the Clerk asked if Members now wished to formally adopt the Social Media Policy.

RESOLVED the Social Media Policy be duly adopted.

77. LOWER HIGH STREET PLAYING FIELD - HILLDENE ATHLETIC FOOTBALL CLUB.

Although the Town Council had previously agreed the use of the field by Hilldene, as the Club had achieved further promotion, it meant that more work, than had already been anticipated, would need to be done to the field. They were now playing out of the Town, at Dene Magna. As they could no longer use the facilities at Cinderford Town AFC, they were desperate to remain in Cinderford, and considered that the Lower High Street could provide the facilities they required, in the future. As they were unable to use the field, it meant they were unable to start their planned reserves team, and had already turned away 20 people from the club. They hoped to provide a full 11vs11 pitch and a 9vs9 pitch, and to continue to work with Forest Rangers Youth.

As the Club had achieved promotions, they were looking to the future and thought it to be cost effective to carry out required ground works before commencing playing on the field. They therefore wished to know if the Town Council were happy with the vision they had, and happy to continue to support the Club and its aims, by allowing them to continue to improve the ground.

Members agreed to support Hilldene Athletic, in principle, and to allow them to carry out improvement works.

RESOLVED accordingly.

78. STEAM MILLS PAVILION - QUOTE FOR INSTALLATION OF HEATING.

The Clerk had obtained a quote (£1,895) for the installation of a heating system, to protect the building from damp, and asked members if they were happy to proceed. The Clerk reminded Members that as Trustees, they did have a duty to maintain the fabric of the building, and following discussion, Members agreed to defer the matter to the Playing Field Committee.

RESOLVED accordingly.

79. PLANNING APPLICATIONS.

As a Member of the Development Control Committee, Cllr. Mrs E.D. Martin did not take part in the vote on any of the following applications.

- (a) Land Adjacent to the Blandings, Mousel Lane - Erection of one dwelling with ancillary works. P1055/15/FUL.
- (b) Land Adjacent to Rosedene, Mousel Lane - Outline application for the erection of 1 no: 3 bedroomed dwelling together with parking and turning. P1091/15/OUT.

RESOLVED no objections be made to the above applications, providing Highways had no objections.

- (c) Hanover Court, Bilson Close - Compliance of conditions (03) - drainage, (04) - vehicular parking, (05) - carbon energy scheme, (06) - landscaping, (06) - landscaping and (07) - waste minimisation relating to planning permission P1703/13/FUL.
- (d) Plot 2, 24 Barley Corn Square - Discharge of Condition (06) - drainage relating to planning permission P0489/15/FUL. P0061/15/DISCON.
- (e) The Northern Quarter - Discharge of condition (55) car park management plan for plot E1 relating to planning permission P0663/14/OUT The Northern Quarter.

RESOLVED no objections be made to the above applications, providing FODDC was satisfied that the conditions had been met.

- (f) 2 Severn View - Alterations to existing garage and addition and addition of a conservatory at rear. P0805/15/FUL.

RESOLVED no objections be made to the above application.

80. ACCOUNTS FOR PAYMENT.

Members were circulated with the figures for accounts requiring payment and it was;

RESOLVED the accounts and wages totalling the following amounts be paid;
BVC/CTC - £23,692.32.
BVC - £1,920.11.
CTC - £1,348.20.

81. DATE OF NEXT MEETING.

RESOLVED the next Meeting be held on Tuesday, 8th September 2015 at 7 p.m.

82. CLOSURE.

The meeting closed at 8.20p.m.