

CIRENCESTER TOWN COUNCIL

MINUTES of a Meeting of Council held in Cotswold District Council's Chamber, Trinity Road, Cirencester, at 7.00 p.m. on Tuesday, 13th February 2007.

PRESENT: Councillor N E Whereat – Mayor
Councillor Mrs S A Alexander – Deputy Mayor
Councillors: G T Adams
R Bourne
Mrs M T Eccles
Dr P A Hedges
B D Hudson
Mrs S A le Noury
J B Leicester
Mrs R A Leicester
J D Leigh
R G Lock
D J Nash
Mrs B A Potter
Mrs M S Rickman
Andrew Rennie Crook - Town Clerk
Clive Sherwood – Deputy Town Clerk
Johan Newman – Personal Assistant

A Prayer was read by the Mayor.

142.07 APOLOGIES

None were received.

143.07 DECLARATIONS OF INTEREST

None were received.

144.07 MINUTES

RESOLVED that the Minutes of the Council Meeting held on Tuesday, 9th January 2007 be approved as a correct record and signed by the Mayor subject to Minute Nos. C140.07 and C141.07 to be considered under confidential matters.

145.07 PLANNING COMMITTEE

RESOLVED that the availability of recently considered applications and decisions be noted. (These files being available for inspection both in the Council Office during the working week and at Council Meetings.)

The Chairman of the Planning Committee, Councillor R G Lock, extended his thanks to the Clerk and the office staff for their advice and assistance.

146.7 MAYOR'S ANNOUNCEMENTS

“On Friday the 9th February, I attended the opening of the Charity Shop in the Waterloo, which is being run by Cirencester Housing for Young People, meaning that it is the only ‘CHYP’ shop that does not sell fish!

I take this opportunity as usual to draw Members attention to the Newsletter and Information Sheet. Please note all dates thereon.

I also refer to the recent announcement of the successful bid by the Town to the Market and Coastal Towns Association. The Clerk will be presenting further information

under Item 14 but I do take this opportunity to thank Lee Searles, who worked on the project voluntarily for the Town Council, the Cotswold District Council and the Clerk for their efforts.”

147.07 QUESTION TIME FOR ELECTORS

None were received.

148.07 QUESTION TIME FOR MEMBERS

None were received.

149.07 RESOLUTIONS MOVED ON NOTICE – STANDING ORDER NO. 19

None were received.

150.07 GLOUCESTERSHIRE COUNTY COUNCIL

No questions were asked of this authority.

151.07 COTSWOLD DISTRICT COUNCIL

No questions were asked of this authority.

152.7 PROJECT BOARD

The Chairman of the Project Board, Councillor D J Nash, outlined his report of the meeting held on 15th January 2007 (a copy of which is appended to the signed Minutes).

It was noted that discussions had been opened with the Chamber of Commerce regarding the Christmas lighting and that a working group would be formed to consider the same following the election of the new Council.

The Clerk outlined the decision to close the Abbey Grounds public conveniences during the winter months following structural and drainage problems and advised that enquiries were currently being pursued in an effort to resolve the same.

153.7 NORMAN ARCH AND COTTAGE

Prior to the commencement of the Council Meeting, a presentation was made by The Vivat Trust's Director, Laura Norris and Tim Edwards, the Treasurer and voluntary Trustee of The Vivat Trust, on the proposed timeline for the taking up of a long lease of the Norman Arch.

The timeline for the project was outlined (a copy of which is appended to the signed Minutes). It was noted that The Trust had secured some of the funding for an Option Appraisal (feasibility study) with the balance, hopefully, to be confirmed on 20th March 2007 and that The Trust would then be able to identify the cost of the works required and seek funding for the same. It was also noted that The Trust would not open negotiations for a long lease until the Option Appraisal had been considered.

RESOLVED that this Council notes the presentation by representatives of The Vivat Trust and authorises the Officers to continue with negotiations after the Options Appraisal, for a long lease subject to regular reports to Council.

154.07 PARKING STRATEGY

Members received a report from the Clerk advising on the progress by the Parking Strategy Working Group (a copy of which is appended to the signed Minutes).

Councillor Dr P A Hedges, who is also a Councillor District Councillor, advised that the Cotswold District Council had passed a resolution confirming the

intention to adopt the civil enforcement for parking. He recommended that the Group consider the issue of on-street parking in the town and the appropriateness of charging for the same and how it would work with residents parking and other provisions.

Members noted that the Strategy was still being considered topic by topic and that a detailed report, together with recommendations, would be presented to the April Meeting of Council.

RESOLVED that the Clerk's report be noted.

155.7 MARKET AND COASTAL TOWNS INITIATIVE

The Clerk briefly outlined the history of the Market Towns Healthcheck and reported good news. Over the past few months, with the assistance of Mr Lee Searles (who had volunteered to assist the Council), the officers of the Gloucestershire Market Towns Forum and Cotswold District Council, the Council had made a successful bid to be included in the Market and Coastal Towns Association Initiative. Along with 12 other successful bidders in the South West, there was the opportunity to take advantage of £20,000 worth of consultant assistance, tool kits and other aids. The initiative presents the community with the chance to come together around a shared purpose and vision and for the town to move in a way in which its community would wish. Steps needed to be taken to create a steering group, led by local people, together with elected members, with a view to taking the town forward. The Clerk added that the support of the Town Council needed to be confirmed as the Council would have a role to play in respect of contractual arrangements with the Market and Coastal Towns Association.

It was noted that Councillor Mrs S A Alexander would like to be involved in the process.

RESOLVED that: -

- a) the report be noted;**
- b) the Council confirms its support for the initiative;**
- c) a vote of thanks be given to officers of Gloucestershire Market Towns Forum and Cotswold District Council, Mr Lee Searles and the Clerk.**

156.7 ARCHAEOLOGICAL STRATEGY AND MANAGEMENT PLAN

The Clerk reported that a meeting of the Cirencester Archaeological Strategy Working Group, which comprised representatives from Cotswold District Council, English Heritage, Gloucestershire County Council and Cirencester Town Council, had taken place to discuss the creation of an archaeological strategy. This process has been 12 years in the making and it is to be hoped that the plan will be finalised by June 2007.

The Clerk commended the efforts of the Working Group and sought approval, in principle, for the strategy and approval for the Clerk to continue to work on a management plan for the Abbey Grounds and St. Michael's Park Plan, which would form part of the Cirencester Archaeological Strategy.

RESOLVED that: -

- a) the Cirencester Archaeological Strategy be approved in principle;**
- b) a management plan for the Abbey Grounds and St. Michael's Park form part of the Cirencester Archaeological Strategy.**

157.7 FREEDOM OF INFORMATION ACT

Members received a report from the Clerk regarding the Freedom of Information Act Publication Scheme (a copy of which is appended to the signed Minutes). It was noted that the current approval received from the Information Commissioner for the Parish Council Model Scheme expired on 28th February 2007.

RESOLVED that the Council seeks approval for the adoption of the Parish Council Model Scheme (Core Classes Only) from 1st March 2007.

158.7

CYCLING

The Clerk reported that it was clear from recent communications through Sustrans that opportunities had now developed for links between Tetbury, Kemble and Cirencester. The Clerk stated that it was appropriate for the Town Council to be represented in future discussions by one of the Members. Councillor G T Adams accordingly volunteered to represent the Council.

RESOLVED that Councillor G T Adams represent Cirencester Town Council in future discussions on developing cycle links/facilities.

159.7

VISION FOR CIRENCESTER

The Clerk reported that he was a member of the Project Board set up by Cotswold District Council to promote the Vision for Cirencester. The principal purpose is to develop a planning strategy for the town thus facilitating an holistic approach. In referring to the Vision, the Clerk identified that these were exciting times with the Market and Coastal Towns Association Initiative (Minute No. 155.07), the Archaeology Strategy (Minute No. 156.07), the parking strategy (Minute No. 154.07) and the Vision giving the opportunity to take an overview on issues relating to the town. It was essential that these opportunities be grasped.

The Clerk stated that it was anticipated that the Vision would be in place by the end of the year and advised that Dr A Pellegram, Director of Development Services at Cotswold District Council, would be making a presentation at a future Council Meeting.

RESOLVED that the Clerk's verbal report be noted.

160.7

OPEN AIR SWIMMING POOL

Members received a report from the Clerk regarding a request for the approval for the granting of a long lease and funding for works required (a copy of which is appended to the signed Minutes).

RESOLVED that: -

- a) **the Council approves in principle the proposed works identified in the letter dated 6th February 2007 received from Mr N Brown, a Trustee of the Cirencester Open Air Swimming Pool Association;**
- b) **the Association submit to the Town Council more detailed proposals when they are available in order that the specific works may be approved;**
- c) **this Council agrees in principle to the granting of a lease for up to twenty years;**
- d) **the Council agrees in principle to make monies available to assist in the works identified in the aforesaid letter of 6th February 2007;**

SUBJECT to the receipt of acceptable and detailed appraisals.

161.7

COMMITTEE STRUCTURE AND STANDING ORDERS

Members received a report from the Clerk regarding the Council's meetings and committee structure for the year 2007/8, as the resolution for the current year had identified arrangements as experimental.

RESOLVED that: -

- a) **the Council meets on the second Tuesday of each month at 7.00 p.m. (save for December);**
- b) **the Planning Committee meets fortnightly on a Thursday at 2.00 p.m.;**
- c) **the Project Board meets on the Monday following a Council Meeting at 4.00 p.m.;**
- d) **the Finance Committee comprises all 15 Councillors and meets at dates and times to be confirmed by the new Council.**

162.7

PERSONNEL – PENSIONS

Members received a report from the Clerk regarding Regulation 6 of the Local Government Pension Scheme (Amendment) (No. 2) Regulations 2006, which requires the Council to formulate and keep under review a policy on flexible retirement.

RESOLVED that as a matter of policy, the Town Council would only consider flexible retirement on receiving a request from an employee and would determine whether such flexible retirement be agreed based on the merits and circumstances of the request.

163.7

TOWN CLERK – INTERVIEW PANEL

Members received a report from the Clerk regarding the election of Members to conduct interviews for the appointment of the new Town Clerk (a copy of which is appended to the signed Minutes).

RESOLVED that: -

- a) **the Interview Panel should comprise the Mayor and 4 more Members, i.e. Councillors G T Adams, Mrs S A Alexander, R Bourne and Mrs B A Potter;**
- b) **the Interview Panel be considered quorate if one Member is unable to attend.**

164.07

REPRESENTATIVES ON OTHER BODIES

Councillor Mrs S A Alexander advised that she had attended, along with the Mayor, a meeting of the Christopher and Sarah Aldam Bowly's Almshouse Charity on 7th February 2007 and provided a written report.

Councillor J B Leicester advised that he had attended a meeting of Cirencester Age Concern on 29th January 2007, at which concerns were raised over Fosseyway Housing's plans to close the sheltered schemes at Akeman Court and Barton Court. A meeting to discuss the same was to be held on 26th February 2007.

Councillor G T Adams advised that he had attended a meeting of the Cirencester Open Air Swimming Pool Association.

165.07

MATTERS IDENTIFIED FOR CONSIDERATION AT FUTURE MEETINGS

None were identified.

PART TWO
CONFIDENTIAL

C166.07
C167.07

COUNCIL MINUTES
PERSONNEL

See Confidential Minute Book.

RESOLVED that in view of the confidential nature of the business about to be transacted, it was advisable in the public interest, that the public and press be excluded and they were instructed to withdraw.

The meeting closed at 8.45 p.m.

Councillor N E Whereat
Mayor