

## **CIRENCESTER TOWN COUNCIL**

**MINUTES** of a Meeting of Council held in the Bingham Gallery, 1 Dyer Street, Cirencester, at 7.30 p.m. on Tuesday, 9<sup>th</sup> October 2007.

**PRESENT:** Councillor Mrs S A Alexander – Mayor  
Councillor G T Adams – Deputy Mayor  
**Councillors:** Mrs C Braidwood  
P A Braidwood  
H G C Gray  
W Helm  
Mrs J Hincks  
R Hughes  
A Lichnowski  
Mrs S A le Noury  
D J Nash  
Mrs B A Potter  
Mrs K M Yarrow  
Andrew Tubb - Town Clerk  
Clive Sherwood – Deputy Town Clerk  
Johan Newman – Personal Assistant

Prior to the commencement of business, a presentation was made by representatives of the local Police Constabulary relating to the provision of funding for policing in Cirencester.

The Council's pledge was read by the Mayor.

### **83.08 APOLOGIES**

Apologies were received and accepted from Councillor Mrs M S Rickman (personal).

### **84.08 DECLARATIONS OF INTEREST**

Councillor D J Nash declared an interest in relation to Minute No. 99.08 (Winchcombe Town Council's proposition) as he is also a Gloucestershire County Councillor.

### **85.08 MINUTES**

**RESOLVED that the Minutes of the Council Meeting held on Tuesday, 11<sup>th</sup> September 2007 be approved as a correct record and signed by the Mayor.**

### **86.08 MAYOR'S ANNOUNCEMENTS**

The Mayor advised that she had attended the following: -

12<sup>th</sup> September - "Towards a Vision for Cirencester" Project Board Meeting

12<sup>th</sup> September – Hosted a reception for the Chamber of Commerce to "Light up Cirencester"

17<sup>th</sup> September – Opened and awarded prizes to the Disabled Photographers' Association Event

20<sup>th</sup> September – Gloucestershire Market Towns Forum Meeting in Nailsworth

26<sup>th</sup> September – Local Strategic Partnership Meeting in Northleach

4<sup>th</sup> October – Itzehoe Visit

8<sup>th</sup> October

Whilst away in Itzehoe, the Mayor's Deputy, Councillor G T Adams, attended the Convocation at the Royal Agricultural College on behalf of the Mayor.

### **87.08 QUESTION TIME FOR ELECTORS**

None were received.

**88.08 QUESTION TIME FOR MEMBERS**

None were received.

**89.08 GLOUCESTERSHIRE COUNTY COUNCIL**

No questions were asked of this authority.

**90.08 COTSWOLD DISTRICT COUNCIL**

No questions were asked of this authority.

**91.08 PLANNING COMMITTEE**

Members noted the recently considered applications and decisions of the Planning Committee.

**92.08 PROJECT BOARD**

Members received a report from Councillor G T Adams, Vice Chairman of the Project Board, relating to a meeting of the Project Board held on 17<sup>th</sup> September 2007 and subsequent information.

Decisions were sought on works to Cirencester Utd's club pavilion at the Council's Four Acres recreation field following a fire and to flood defences at the Norman Arch Cottage.

**RESOLVED THAT COUNCIL: -**

- a) **authorises the works relating to Cirencester United's Club pavilion at Four Acres, subject to costings for demolition and clearance being approved by the Corporate Group;**
- b) **agrees in principle to working in partnership with the Environment Agency to jointly fund the project of proposed flood defence works at the Norman Arch Cottage, subject to receiving the detailed scheme and costings.**

**93.8 CORPORATE GROUP**

Members received a report from the Clerk relating to a meeting of the Corporate Group held on 24<sup>th</sup> September 2007.

Attention was drawn to the following: -

- a) Towards a Vision Project Board Update

The Clerk advised that the informal request to consider part funding a post to take the Vision forward was for a one third contribution, i.e. £10,000 p.a. for 3 years. It was also noted that a meeting of the "Towards a Vision" Project Board was taking place on 17<sup>th</sup> October 2007 and the Clerk hoped that funding from other sources would be established to make "The Vision" a reality.

It was noted that any partnership agreement should be binding, with the Town Council having equal weight as other partners and that terms of reference be identified.

- b) Kingshill South/Boundary Review Update

Members noted the approach from the Kingshill South developer to transfer one locally equipped area of play, four local areas of play and the meadows – an open space of about 5 hectares. As part of the development is currently outside the parish boundary of Cirencester, Cotswold District Council has been asked to conduct a boundary review, which was welcomed by Members.

Members felt that further discussions should be held with the developer as certain issues such as the future cost of maintaining such areas would need to be considered.

**RESOLVED that: -**

- a) a contribution to a "Towards a Vision" post be agreed in principle;
- b) the Clerk continues negotiations with the Kingshill South developer.

#### 94.8 WORKING GROUP UPDATES

- a) Recreation Areas Working Group (Councillors G T Adams, Mrs C Braidwood, Mrs J Hincks and D J Nash)  
Councillor G T Adams, Chairman of the Working Group, advised that the preferred schemes for the Abbey Grounds Play Area would be on display in the Bingham Library for the week commencing 15<sup>th</sup> October and the resultant feedback would be considered by the Group.
- b) Personnel Working Group (Councillors Mrs S A Alexander, P Braidwood, Mrs J Hincks and D J Nash)  
Councillor Mrs J Hincks, Chairman of the Group, reported that the next meeting of the Personnel Working Group was to take place on 11<sup>th</sup> October 2007.

**RESOLVED that the Working Group updates be noted.**

#### 95.8 SCHEDULE OF ACCOUNTS PAID 1<sup>ST</sup> TO 30<sup>TH</sup> SEPTEMBER 2007

Members received a copy of the Schedule of Accounts Paid for the period 1<sup>st</sup> to 30<sup>th</sup> September 2007.

**RESOLVED that the payments for the period 1<sup>st</sup> to 30<sup>th</sup> September 2007 be approved.**

#### 96.8 REVIEW OF POLLING DISTRICTS AND POLLING STATIONS

Members received a report from the Clerk relating to a review of polling districts and polling stations under the 2006 Electoral Administration Act as conducted by the District Council. It was noted that a response was required by 26<sup>th</sup> October 2007.

The suitability of the Bingham Gallery as a polling station and there not being a polling station in the Beeches Ward was noted.

Members were asked to forward any further comments to the Clerk by 25<sup>th</sup> October.

**RESOLVED that the comments relating to the review of polling districts and polling stations be forwarded to Cotswold District Council by 26<sup>th</sup> October 2007.**

#### 97.8 TREE RISK MANAGEMENT PLAN

Members received a report from the Clerk relating to a Tree Risk Management Plan, which had been prepared by Certhia Consulting.

The Clerk stated that it was important that the Council acted responsibly by recognising its duty as a tree owner. The Clerk accordingly recommended that the Council adopt the Plan.

It was noted that the annual tree inspection would take place in November.

**RESOLVED that the Council adopts the Tree Risk Management Plan.**

**98.08**

**LICENSING ACT 2003**

Members received a report from the Clerk relating to the formal consultation of Cotswold District Council's draft Licensing Policy for the three year period commencing 7<sup>th</sup> January 2008.

It was noted that a response was required by Friday, 19<sup>th</sup> October and delegated authority was sought for the Corporate Group to respond on behalf of the Council.

All Members were invited to forward comments on the policy to the Corporate Group.

**RESOLVED that a response relating to Cotswold District Council's draft Licensing Policy be considered by a Special Meeting of the Corporate Group to take place on Monday, 15<sup>th</sup> October 2007.**

**99.08**

**GLOUCESTERSHIRE ASSOCIATION OF PARISH AND TOWN COUNCILS**

Members received a report from the Clerk relating to the propositions for debate at the 70<sup>th</sup> Annual General Meeting of the Gloucestershire Association of Parish and Town Councils due to be held on Saturday, 13<sup>th</sup> October 2007, at which Councillor D J Nash would be representing the Town Council.

The propositions are as follows, together with Cirencester Town Council's response:-

a) Cirencester Town Council

"This Association endorses the aims and accreditation system relating to the scheme for awarding Quality status to Parish and Town Councils and welcomes its proposed legal status and the extension of the power of wellbeing to those councils meeting this criteria.

In order to further the local projects and initiatives directly arising from Quality status will Government consider granting an appropriate rate of revenue support commensurate with this enhanced level of local accountability?"  
(Minute No. 55.08 refers).

b) Dursley Town Council

"That GAPTC ensure that the process for applying for a Temporary Event Notice under the Licensing Act 2003 includes compulsory notification to the owner of the location of the proposed event."

**The Council supports the proposition.**

c) Painswick Parish Council

"Rural Town and parish councils should be consulted by District/Borough Councils when those Councils are informed by residents of a proposed change of house name."

Reason: The Town/Parish Council may be aware of historic reasons that the District/Borough Council should consider when renaming requests are made.

**The Council does not support the proposition.**

d) Painswick Parish Council

"The Gloucestershire Association of Parish and Town Council asks Post Office Limited to reconsider its policy which requires all post offices to remain open during the lunch period and also to have no half-day closure during the Monday to Friday working week. The request for this reconsideration is because the working hours' constraint may put the livelihoods of rural postmasters/postmistresses at risk who are seeking to retire, in that potential purchasers may not be prepared to accept these conditions."

**The Council supports the proposition.**

e) Winchcombe Town Council

"Due to climate changes and the increasing extremes of weather, pressure needs to be brought to bear on Gloucestershire County Council to improve, inspect, repair and maintain an effective drainage system."

Councillor D J Nash declared an interest in this matter as he is also a Gloucestershire County Councillor.

**The Council gives authority to Councillor D J Nash to use his discretion on the proposition.**

#### **100.08 DRAFT ROAD SAFETY REVIEW**

Members received a copy of Gloucestershire County Council's Draft Road Safety Review for comment and it was noted that the consultation period ended on 31<sup>st</sup> October 2007.

Delegated authority was sought for the Corporate Group to respond on behalf of the Council.

All Members were invited to forward comments on the Review to the Corporate Group.

**RESOLVED that a response on the Gloucestershire County Council's Draft Road Safety Review be considered by the Corporate Group at its meeting to take place on Monday, 22<sup>nd</sup> October 2007.**

#### **101.08 CHRISTMAS/NEW YEAR CLOSING ARRANGEMENTS**

In considering this item it was confirmed that the Clerk would seek to secure cover for St. Michael's Park, the locking of the Abbey Grounds gates and litter collection.

**RESOLVED that the schedule for Christmas/New Year closing arrangements be approved as follows: -**

<b>Monday, 24<sup>th</sup> December 2007</b>	<b>- Closed</b>
<b>Tuesday, 25<sup>th</sup> December 2007</b>	<b>- Closed - Christmas Day</b>
<b>Wednesday, 26<sup>th</sup> December 2007</b>	<b>- Closed - Boxing Day</b>
<b>Thursday, 27<sup>th</sup> December 2007</b>	<b>- Closed</b>
<b>Friday, 28<sup>th</sup> December 2007</b>	<b>- Closed</b>
<b>Saturday, 29<sup>th</sup> December 2007</b>	<b>- Closed</b>
<b>Sunday, 30<sup>th</sup> December 2007</b>	<b>- Closed</b>
<b>Monday, 31<sup>st</sup> December 2007</b>	<b>- Closed</b>
<b>Tuesday, 1<sup>st</sup> January 2008</b>	<b>- Closed - New Year's Day</b>

#### **102.8 REPRESENTATIVES ON OTHER BODIES**

Councillor A Lichnowski advised that he had attended the Market and Coastal Towns Initiative meeting on 24<sup>th</sup> September 2007 and the Severn Wye Energy Agency's Energy Neighbourhoods Project meeting on 12<sup>th</sup> September 2007 at which sustainable energy in parish plans was considered.

Councillor A Curry advised that he had attended a Road Safety Liaison Group Meeting on 9<sup>th</sup> October 2007 at which recommendations were made on improvements to the A417 and concerns regarding the Preston Toll Bar and Kingsmeadow roundabout area should the housing development proceed in that area and the resultant increase in traffic.

Councillor G T Adams reported that he had attended an Open Air Swimming Pool Association meeting on 20<sup>th</sup> September 2007 at which it was noted that a new pump had been fitted and that funds were down on last year. The Association was awaiting a new lease agreement with the Town Council and was advertising for an Appeals Manager.

The Mayor asked Members to provide a written report of any meeting they attend.

#### **103.8 NOTICE OF MOTION**

Notice in accordance with Standing Order No. 19 was received from Councillor D J Nash on 2<sup>nd</sup> September 2007. The notice moved the following resolution: -

“That representatives of the Environment Agency, Thames Water, Gloucestershire County Council and Cotswold District Council be invited by this Council to a public meeting to discuss local flooding issues following recent events.”

The Clerk reported that he had written to the key agencies and outlined a letter from Cotswold District Council, which sought information on flooding issues and asked Members to advise him of their comments to report to the Cotswold District Council. The Clerk also advised that the Town Council had been invited to a flood forum meeting on 1<sup>st</sup> November 2007 with other meetings to follow.

**RESOLVED that the above notice be deferred for a period of at least three months.**

#### 104.8 MATTERS IDENTIFIED FOR CONSIDERATION AT FUTURE MEETINGS

The following issues were identified by Members: -

Severn Wye – Sustainable Energy Initiatives

Churn Project Report

Public Participation

Clerk's Note: Public participation will be considered as part of the review of Standing Orders by the Corporate Group. The review will commence once a review of the Council's Purpose Statement has been completed. If Members have any comments regarding public participation please advise the Clerk at the earliest opportunity.

Chesterton Project

Clerk's Note: Information relating to the Chesterton Project is currently considered at meetings of the Project Board and copies of the Council Agenda is forwarded to the Chesterton Project to maintain an effective two way communication.

The meeting closed at 8.22 p.m.

Councillor Mrs S A Alexander  
Mayor