

CIRENCESTER TOWN COUNCIL

MINUTES of a Meeting of Council held in the Bingham Gallery, 1 Dyer Street, Cirencester, at 7.00 p.m. on Tuesday, 11th March 2008.

PRESENT: Councillor Mrs S A Alexander – Mayor
Councillor G T Adams – Deputy Mayor

Councillors: Mrs C Braidwood
P A Braidwood
A N Curry
H G C Gray
W Helm
R Hughes
Mrs S A le Noury
A Lichnowski
D J Nash
Mrs B A Potter
Ms K M Yarrow

Andrew Tubb - Town Clerk
Clive Sherwood – Deputy Town Clerk
Johan Newman – Personal Assistant

The Council's pledge was read by the Mayor.

194.08 APOLOGIES

Apologies were received and accepted from Councillors Mrs J Hincks (personal) and Mrs M S Rickman (personal)

195.08 DECLARATIONS OF INTEREST

None were received.

196.08 MINUTES

RESOLVED that the Minutes of the Council Meeting held on Tuesday, 12th February 2008 be approved as a correct record and signed by the Mayor.

197.08 MAYOR'S ANNOUNCEMENTS

The Mayor advised that she had attended the following: -

- All but one of the schools in Cirencester
- Brewery Arts - relating to twinning arrangements and the Bingham Library Trust
- "Mock Trials" for children at the Magistrates Court

The Mayor also gave an interview to Gloucestershire Radio relating to the town and twinning arrangements.

198.08 QUESTION TIME FOR ELECTORS

None were received.

199.08 QUESTION TIME FOR MEMBERS

None were received.

200.08 GLOUCESTERSHIRE COUNTY COUNCIL

No questions were asked of this authority.

201.08 COTSWOLD DISTRICT COUNCIL

No questions were asked of this authority.

202.08 PLANNING COMMITTEE

- a) Meetings

RESOLVED that the recently considered applications and decisions, under delegated authority, of the Planning Committee, made at meetings held on 14th and 28th February 2008, be noted.

- b) Gloucestershire County Council Minerals Core Strategy

RESOLVED that delegated authority be given to the Planning Committee to respond direct to the Gloucestershire County Council's Minerals Core Strategy.

203.08 PROJECT BOARD

Members received a report from Councillor D J Nash, Chairman of the Project Board, relating to a meeting of the Project Board held on 18th February 2008 and subsequent information.

Councillor Nash drew attention to the Chesterton Project and the changes to the membership of the group. He also had given his advice to the group on how best to proceed with their aims.

The Clerk advised that consideration of the purchase of two further new style gateway signs be deferred until next year, as the Town Council currently had two of the old style signs in stock, which would suffice for the time being.

RESOLVED that: -

- a) **the report be noted;**
b) **consideration of two further new style gateway signs be deferred until 2009.**

204.08 CORPORATE GROUP

Members received the Notes of the meeting of the Corporate Group held on 25th February 2008.

It was noted that all Councillors were invited to attend the Severn Wye Briefing prior to the next meeting of the Corporate Group to be held on 31st March 2008.

RESOLVED that the report be noted.

205.08 WORKING GROUP UPDATES

Members received updates on the following working groups: -

- a) Recreation Areas Working Group

Councillor G T Adams, Chairman of the Recreation Areas Working Group, advised that a meeting had been held on 25th February with a representative of the main supplier of play equipment for the Abbey Grounds Play Area and it was noted that there was an addition to the plans for a "mushroom-style" seat. He advised that drawings had been sent to English Heritage and a representative has visited the site. Final approval will need to be obtained from the Department of Culture Media and Sport and it was hoped that works would commence in the summer. The cost to be approximately £85,000, which would leave a shortfall of £10,000.

Councillor G T Adams was also pleased to announce that the Cotswold District Council had been successful in its lottery bid, which meant the Town Council would receive up to £5,000 towards a youth shelter and sport equipment at Chesterton.

RESOLVED that: -

- i) **the report be noted;**
- ii) **approval of the final cost of the refurbishment of the Abbey Grounds Play Area be considered at the next meeting of Council.**

b) Personnel Working Group

The Clerk advised that a report had been received from South West Provincial Employers, who had undertaken a job evaluation of the two part-time office posts and the eleven ground staff posts. A report will accordingly be submitted to the Personnel Working Group in due course.

Reports will also be submitted to the Group on a Staff Appraisal Scheme, a Health and Wellbeing Policy and Staff and Member Training Policies and brought forward to Council for consideration in April.

RESOLVED that the report be noted.

206.08 TOWARDS A VISION FOR CIRENCESTER

Members received a report from the Clerk relating to the response to Cotswold District Council's draft Cirencester Town Centre Supplementary Planning Document and draft action plan for priority projects/tasks and an update on the Conservation Area appraisals consultation.

The Clerk advised that there was to be an informal briefing on Thursday, 13th March relating to the Conservation Area appraisals consultation prior to the Planning Committee Meeting and that copies of the consultation, on disc, was currently being sourced.

RESOLVED that: -

- a) **the report be noted;**
- b) **the draft response, as circulated, to the Town Centre Supplementary Planning Document and the Action Plan for Priority Projects and Tasks be approved and forwarded to Cotswold District Council before the March deadline;**
- c) **the Planning Committee prepare a response in relation to the Conservation Area Appraisal document for consideration by Council on 8th April 2008.**

207.08 OUR FUTURE CIRENCESTER – MARKET AND COASTAL TOWNS INITIATIVE

Members received a verbal update on the Market and Coastal Towns Initiative from Councillor A Lichnowski, Chairman of the Management Group and Steering Group.

He advised that the Community Plan was very much underway and that funding had been secured. Relevant people in specialised areas had been targeted to attend the Theme Groups (A sustainable market town, A good place to grow up, An attractive place to visit and explore and A better place to do business) and they have met twice.

It was hoped that the Community Plan, entitled "Our Future Cirencester" would be finalised in May and made available for public consultation.

Councillors who attended the theme groups were thanked for their help in the process and it was hoped that all Councillors would get involved at some stage.

RESOLVED that the report be noted.

208.08 POST OFFICE NETWORK CHANGE PROGRAMME IN GLOUCESTERSHIRE

Members received a report from the Clerk relating to the response in respect of the post office network change programme.

The Clerk reported that he had received one letter from the public lamenting the loss of post offices.

A Member thanked Cirencester residents for supporting the campaign against the closure of Stratton and Beeches Post Offices and was heartened by the tremendous response. Thanks were also given to the Gloucestershire Constabulary for enabling the recent protest to go ahead.

Minor amendments to the draft response to the Rt Hon John Hutton MP, Secretary of State for Business, Enterprise and Regulatory Reform and to Mr Mark Partington, Network Development Manager of the National Consultation Team at the Post Office, were requested by a number of Members.

RESOLVED that: -

- a) **the report be noted;**
- b) **the Clerk be given delegated authority, in consultation with the Mayor, to amend the response, as attached to the agenda, and forward the same to Mark Partington, the Network Development Manager at Post Office Ltd and the Rt Hon John Hutton MP, Secretary of State for Business, Enterprise and Regulatory Reform.**

209.08 OPTIONS FOR STRENGTHENING BUS PASSENGER REPRESENTATION

Members received a report from the Clerk relating to the response in respect of the Options for Strengthening Bus Passenger Representation.

RESOLVED that: -

- a) **the report be noted;**
- b) **the response, as attached to the agenda, to the consultation on Options for Strengthening Bus Passenger Representation be approved and forwarded to the Department of Transport before the deadline of 17th March 2008.**

210.08 TWINNING VISIT – APRIL 2008

Members received a verbal update from the Mayor on arrangements for the twinning visit to Cirencester in April 2008 and the draft itinerary.

The Mayor invited Members and their families to attend a Music and Friendship Evening at the Bingham Hall on Saturday, 5th April at 7.00 p.m.

211.08 SCHEDULE OF ACCOUNTS PAID 1ST TO 29TH FEBRUARY 2008

Members received a copy of the Schedule of Accounts Paid for the period 1st to 29th February 2008.

RESOLVED that the payments for the period 1st to 29th February 2008 be approved and authorised.

212.8 STATEMENT OF INTERNAL CONTROL AND RISK MANAGEMENT

Members received a report from the Clerk relating to a review of effectiveness of the systems of internal control and the risk management framework.

Thanks were given by the Working Group to the Deputy Town Clerk and Personal Assistant for their assistance in the completion of the Statement of Internal Control questionnaire.

RESOLVED that: -

- a) **the report be noted;**
- b) **the Statement of Internal Control be noted and approved;**
- c) **the format of the Council's Risk Management Framework be approved.**

213.08 PARISH CHURCH – PROJECT IMPACT CONSULTATION

Members received a verbal report from the Clerk relating to the project impact consultation in respect of the proposed work to the Parish Church, Market Place, Cirencester.

The Clerk advised that the project start date was imminent and will take approximately twelve months. A site compound over a significant area is required and will mean the loss of two trees for which Conservation Area permission would need to be sought. It also provides the opportunity for improvements to be made to the paved area and could be Phase 1 of the Market Place improvement scheme.

Members were very disappointed at the loss of trees but understood that there was no other practicable solution in that area for a works compound.

RESOLVED that: -

- a) **the report be noted;**
- b) **the Clerk be given authority to identify the Council’s concern at the loss of the trees and to seek assurances that the trees would be replaced in a suitable location after completion of the works.**

214.08 REPRESENTATIVES ON OTHER BODIES

Reports from Members:

Councillor A Lichnowski attended a Climate Change Condensed Seminar on 6th March, at which ways were outlined on how we can all change our lives to reduce emissions.

Councillor Mrs B A Potter attended a Stratton Educational Foundation meeting.

Councillor Mrs S A Alexander attended a meeting of the St. Lawrence’s Hospital Charity when the accounts had been discussed.

215.08 MATTERS IDENTIFIED FOR CONSIDERATION AT FUTURE MEETINGS

None were identified.

216.08 EXEMPT INFORMATION – POP-IN CENTRE – FOSSEWAY HOUSING ASSOCIATION

Public Bodies (Admission to Meetings) Act 1960 section 1 extended by the Local Government Act 1972 section 100.

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

217.08 OPEN SESSION – POP-IN CENTRE – FOSSEWAY HOUSING ASSOCIATION

Item No. 23 was taken in confidential session due to the contractual nature of this matter between Age Concern and Fosseway Housing Association.

RESOLVED that the Clerk would keep Members updated on the future of the Pop-in Centre at Akeman Court, Cirencester.

The meeting closed at 8.10 p.m.

Councillor Mrs S A Alexander
Mayor