

CIRENCESTER TOWN COUNCIL

MINUTES of the Annual Meeting of Council held in the Bingham Gallery and Conference Suite, Bingham House, No. 1 Dyer Street, Cirencester, on Tuesday, 13th May 2008 at 7.00 p.m.

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
A Lichnowski
Mrs S A le Noury
D J Nash
Mrs B A Potter
Ms K M Yarrow

Andrew Tubb – Chief Executive Officer
Johan Newman – Executive Officer

01.09 A) ELECTION OF MAYOR

RESOLVED that Councillor Mrs S A Alexander hold office as Mayor until the Annual Meeting 2009.

B) DECLARATION OF ACCEPTANCE OF OFFICE

RESOLVED that the Mayor's Declaration of Acceptance of Office be received and accepted.

02.09 ELECTION OF DEPUTY MAYOR

RESOLVED that Councillor G T Adams hold office as Deputy Mayor until the Annual Meeting 2009.

03.09 TO APPOINT STANDING COMMITTEES AND GROUPS

a) Finance Committee

RESOLVED that all 15 Members of the Council be appointed to serve on the Finance Committee for the forthcoming year.

b) Planning Committee

RESOLVED that the following 7 Members be appointed to the Planning Committee to serve for the forthcoming year: -

Councillors: Mrs C Braidwood
W Helm
Mrs J Hincks
R Hughes
H G C Gray
A Lichnowski
Mrs B A Potter

c) Personnel Group

RESOLVED that a Personnel Group of the following 5 Members be established to serve for the forthcoming year and that the Chairman of the Group serve on the Corporate Group:

**Councillors: Mrs S A Alexander
P Braidwood
Mrs J Hincks
Mrs B A Potter
Mrs M S Rickman**

d) Corporate Group

RESOLVED that the membership of the Group shall consist of the Mayor, Deputy Mayor, Chairman and Vice Chairman of the Finance Committee, Chairman of the Project Group and Chairman of the Personnel Group.

e) Project Group

RESOLVED that the following 6 Members be appointed to the Project Group to serve for the forthcoming year: -

**Councillors: G T Adams
Mrs S A Alexander
Mrs C Braidwood
D J Nash
Mrs S A le Noury
A Lichnowski (as MCTI Steering Group representative)**

f) Climate Change and Sustainability Group

RESOLVED that a Climate Change and Sustainability Group of the following 5 Members be appointed to serve for the forthcoming year: -

**Councillors: A N Curry
Mrs J Hincks
A Lichnowski
2 Vacancies**

g) Internal Audit & Risk Management Group

RESOLVED that the following 3 Members be appointed to the Internal Audit & Risk Management Group to serve for the forthcoming year: -

**Chairman of the Finance Committee
Councillor W Helm
Councillor R Hughes**

04.09 TO APPOINT TASK AND FINISH GROUPS

It was noted that as there were no 'Task and Finish' projects, which need to be completed in 2008/9, there was accordingly no requirement to establish appropriate Task and Finish Groups. Members, however, did note that there was an opportunity for each of the committees and groups to appoint its own task and finish group if required.

05.09 CHARTER MARKET MANAGEMENT COMMITTEE

It was noted that as the Charter Market was categorized as a charity, separate accounts were strongly recommended. It was accordingly **RESOLVED that a Charter Market Management Committee of the following 5 Members be established and serve for the forthcoming year: -**

**Councillors: Mrs S A Alexander
W Helm
R Hughes
A Lichnowski
D J Nash**

06.09

REPRESENTATIVES ON OTHER ORGANISATIONS

RESOLVED that the following Members be appointed to serve the body identified for the forthcoming year (or as stated): -

ORGANISATION	REPRESENTATIVE(S)
Age Concern	Mrs S A le Noury
Cheltenham, Cirencester & Tewkesbury Citizens Advice Bureau - Stakeholders Group	Mrs S A le Noury
Christopher & Sarah A Bowly's Almshouse Charity	Mrs S A Alexander, Mrs A M Calvert and N E Whereat (Appointed to November 2010)
Cirencester Open Air Swimming Pool Association	G T Adams
Cirencester Temperance Trust	Mrs S A Alexander, Mrs A M Calvert & S Mort
Cirencester Twinning Association	Mrs S A le Noury and Ms K M Yarrow
Cotswold Council for Voluntary Service	D J Nash
Cotswold Road Safety Liaison Group	A N Curry
Friends of Cirencester Parish Church	Mayor
Gloucestershire Association of Parish & Town Councils	D J Nash
Gloucestershire Constabulary Liaison Panel	Chief Executive Officer and/or Deputy Chief Executive Officer, R Hughes and D J Nash
Gloucestershire County Council - Parish Highways Representative	Mrs C Braidwood
Gloucestershire Wildlife Trust	Mrs J Hincks
Market & Coastal Towns Initiative Steering Group	Chief Executive Officer (ex-officio member with no voting rights) and A Lichnowski (ex-officio member with voting rights)
Safer Cotswolds Partnership	P Braidwood and Chief Executive Officer
St. John's Hospital & Other Almshouse Charities	Mrs A M Calvert, Mr J W Watson and N E Whereat (Appointed to 2009)
St. Lawrence's Hospital Charity	Mrs S A Alexander
Stratton Educational Foundation	Mrs B A Potter

Victim Support Gloucestershire (Cotswold Local Support Group)	The local group has been disbanded and a national framework has been introduced. A representative is accordingly not required at this time.
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07.09 APOLOGIES

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

08.09 DECLARATIONS OF INTEREST

None were received.

09.09 COUNCIL MINUTES

RESOLVED that the Minutes of the Council Meeting held on Tuesday, 8th April 2008 be approved as a correct record and signed by the Mayor.

10.09 QUESTION TIME FOR ELECTORS

No questions were asked of this authority.

11.09 QUESTION TIME FOR MEMBERS

No questions were asked of this authority.

12.09 GLOUCESTERSHIRE COUNTY COUNCIL

No questions were asked of this authority.

13.09 COTSWOLD DISTRICT COUNCIL

No questions were asked of this authority.

14.09 PLANNING COMMITTEE

RESOLVED that the recently considered applications and decisions, under delegated authority, of the Planning Committee made at meetings held on 10th and 24th April 2008 be noted.

15.09 PROJECT BOARD

Members received a report from Councillor D J Nash, the former Chairman of the Project Board, relating to the meeting held on 21st April 2008.

RESOLVED that the report be noted.

16.09 SCHEDULE OF ACCOUNTS PAID 1ST TO 30TH APRIL 2008

Members received a copy of the Schedule of Accounts paid for the period 1st to 30th April 2008.

RESOLVED that the payments for the period 1st to 30th April 2008 be approved and authorised.

17.09 REVIEW OF STANDING ORDERS

The Chief Executive Officer outlined the revised Standing Orders as recommended by the Corporate Group.

A Member referred to the remit of the Ward Groups and it was **RESOLVED that the following addition be made: -**

“e) the awarding of grants, as identified in a) above, be in accordance with guidance notes that may from time to time be issued by the Corporate Group.”

RESOLVED that the revised Standing Orders be approved and adopted subject to the above addition and amendment by the Chief Executive Officer under delegated authority to make any minor and necessary grammatical changes to the text.

18.09 NATIONAL ASSOCIATION OF LOCAL COUNCILS - ANNUAL CONFERENCE

At this year's NALC Annual Conference and Exhibition on 20th to 22nd May 2008, attendees will be able to question the Secretary of State for the Department of Communities and Local Government, Hazel Blears MP, on any subject they like.

The Mayor and Councillor D J Nash will be attending the Conference and questions were accordingly sought from Members.

The Chief Executive Officer suggested that the Town Council's representatives refer to concerns relating to the suggestion that town and parish councils be capped, as reported in the Local Government Chronicle. This suggestion gives rise to concern as on the one hand the Government is extending the power of wellbeing to town and parish councils and on the other is discussing the restriction of funding.

RESOLVED that the Mayor and Councillor D J Nash raise the question about capping to Hazel Blears MP.

19.09 KINGSHILL LANE SPORTS DEVELOPMENT

Members received a report from the Chief Executive Officer, on behalf of the Project Board, relating to the future development of the Town Council's facility at Kingshill Lane.

Thanks were given to the Chief and Deputy Chief Executive Officers for all the work they have done in the development of this site and to the organisations that had responded to the Council's questionnaire on its future development.

A Member stated that the planning requirement that a portion of the land on the Kingshill site be identified for development by the County Education Authority as a primary school site was still an issue the Town Council must bear in mind.

It was noted that the Sports College's supporting information identifies that the astro-turf facility could be used for students across the Cotswolds. It was accordingly stated by a Member that the Town Council must bear in mind that its first duty was to the people of Cirencester.

Further to discussion it was: -

RESOLVED that a detailed survey be undertaken, with design and costings being prepared in order to proceed within this financial year 2008/9, to: -

- a) Work in partnership with the Sports College with the view to providing an all-weather and floodlit sports pitch;**
- b) Work in partnership with the Cirencester Athletics Club, exploring options for the possibility of providing an athletics facility;**
- c) Work in partnership with the Ramp Users Group in relocating the existing skate park with the view to providing an area within which an extended skate plaza could be created;**
- d) To provide an additional football pitch and explore options for provision of junior pitches;**
- e) To explore options relating to a built facility;**
- f) To link the wind turbine lights on the path from the School to North Home Road to the street lighting supply. The link is subject to a detailed report being prepared by the Chief Executive Officer and considered by Council, which will include the expenditure to date on the lights and a statement as to whether the lights are ever going to work as the Council would like.**

20.09 CHESTERTON TWO ACRES - PLAY EQUIPMENT

On 11th September 2007, it was “RESOLVED that up to £8,000 be made available from reserves for the provision of a teen shelter and 2 multi-play goals in the Chesterton ward.” Members were asked to consider further funding of £2,000 for solar-powered lighting and radio and Bluetooth to be incorporated into the shelter.

Members were advised that the lighting was controlled and would not be on all night.

It was noted that the extra facilities on the shelter were vandal-proof and Members accordingly asked that enquiries be made of the manufacturer regarding insurance cover if the shelter was vandalised.

RESOLVED that: -

- a) solar-powered lighting and radio and Bluetooth be incorporated into the teen shelter to be provided at Chesterton Two Acres at a further cost of £2,000;**
- b) enquiries be made of the manufacturer as to insurance cover of the shelter.**

21.09 OUR FUTURE CIRENCESTER

Members received a report on the “Our Future Cirencester – Community Plan”.

The Chief Executive Officer advised that the feedback from the public consultation undertaken at the Churn Fun Day on 11th May was positive. He stated that he was working hard, along with the Steering Group and Dr Andrea Pellegram to ensure that, over time, this would be a deliverable Plan.

It was proposed that £15,000 be earmarked for the Steering Group to use to commence work on delivering the Plan. This includes Market and Coastal Town Initiative designated funds and the £10,000 allocated for the Vision work being led by the District, which was now unlikely to be match-funded by the District Council. It was noted that 7 days worth of consultancy work for delivery of the Plan, which would focus on Town Centre Management, had been secured and

that Members should give consideration to the ongoing delivery and continuity of the Plan when considering future budgets.

Councillor A Lichnowski reported that a Partnership Building Working Lunch was to be held on 20th May in the Bingham Gallery and Conference Suite and invited Members to come along to give their support. He advised that the Community Plan public consultation period closes on 6th June and he welcomed comments from Members. A formal launch was planned for September 2008.

RESOLVED that £15,000, within the agreed budget for 2008/9, be earmarked for the Community Plan Steering Group to use in order to commence work on delivering the Plan.

22.09 RECORD OF ATTENDANCES 2007/8

Members received the Record of Attendances for the year 2007/8.

RESOLVED that: -

- a) **the Record of Attendances for the year 2007/8 be noted and approved;**
- b) **a record of all meetings and meetings as representatives on other organisations should also be made available;**
- c) **if Members are absent from a meeting due to an official engagement, this should count as an attendance.**

23.09 SCHEDULE OF MEETINGS 2008/9

Members received the Schedule of Meetings for the coming civic year (Minute 156.08 refers).

RESOLVED that the Schedule of Meetings for the coming civic year be noted.

The meeting closed at 8.20 p.m.
Alexander

Councillor Mrs S A
Mayor