

CIRENCESTER TOWN COUNCIL

MINUTES of a Meeting of Council held in the Bingham Gallery and Conference Suite,
Bingham House,
No. 1 Dyer Street, Cirencester, on Tuesday, 9th September 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
W Helm
Mrs J Hincks
R Hughes
A Lichnowski
D J Nash
Mrs S A le Noury
Mrs B A Potter
Mrs M S Rickman

Andrew Tubb – Chief Executive Officer
Clive Sherwood – Deputy Chief Executive Officer
Johan Newman – Executive Officer

69.09 APOLOGIES

Apologies were received and accepted from Councillors H G C Gray (personal) and Ms K M Yarrow (personal).

70.09 DECLARATIONS OF INTEREST

None were received.

71.09 MINUTES

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

72.09 MAYOR'S ANNOUNCEMENTS

The Mayor, Councillor Mrs S A Alexander, advised that she had nothing to report as she had been away. However, the Deputy Mayor, Councillor G T Adams, had attended an event in her stead.

Councillor Adams accordingly advised that he had attended a 'Help for Heroes' event at the local Polo Club on 30th August, which raised a significant sum to the organisation, that helps those who have been wounded in Britain's current conflicts.

73.09 PUBLIC PARTICIPATION

No notification of questions was received.

74.09 MEMBER PARTICIPATION (Standing Orders 27 to 30 refer)

No notification of questions was received.

75.09 PLANNING COMMITTEE

- a) **RESOLVED that the recently considered applications and decisions, under delegated authority, to the Planning Committee made at Meetings held on the 17th and 31st July and 14th and 28th August 2008 be noted.**
- b) It was noted that there were no volunteers at this time to replace Councillor R Hughes on the Planning Committee following his resignation. There is accordingly a vacancy on the Planning Committee.

76.09 CORPORATE GROUP

Members received a report from the Chief Executive Officer relating to a meeting of the Corporate Group held on 5th August 2008. The report updated Members on Quality Status, a Legislative Update and the Chief Executive Officer's Appraisal.

RESOLVED that the report be noted.

77.09 PROJECT GROUP

Members received a report from the Chairman of the Project Group arising from the meeting held on 26th August 2008. The report outlined information and recommendations relating to the 'Paint the Town' and 'Passport' Initiatives, 'Give Us Back Our Game' and Christmas Lights.

Mr David Fowles attended the meeting to give a presentation on the 'Paint the Town' and 'Passport' initiatives.

In respect of the Christmas Lights, Members considered whether or not a further contribution should be made towards the scheme due to increased costs. It was noted that the Town Council had made a commitment of £11,500 per annum for 3 years. Some Members expressed concern that these costs were being considered so late in the year and that meetings with the Chamber of Commerce to discuss future schemes should commence at the beginning of the year.

RESOLVED that: -

- a) **the "Paint the Town" initiative be supported and endorsed by the Town Council;**
- b) **the "Passport" initiative be supported and endorsed by the Town Council, subject to: -**
 - i) **2 pages being made available free of charge to the Town Council/Bingham Library Trust; these being on the inside cover of the front and back pages of the "Passport" and grants permission for the town's crest to be used;**
 - ii) **a disclaimer being identified within the "Passport";**
 - iii) **the "Passport" promoting goods/services/facilities within the town's boundary only;**
- c) **the 'Give Us Back Our Game' initiative be authorised, retrospectively, to use Four Acres during the school term on Thursdays 4.30 p.m. to 6.00 p.m. until the October term-break and that any future usage be the subject of review and possible change of venue to Two Acres/Thistle Park;**
- d) **the Town Council budget towards this year's Christmas Lights scheme be confirmed as £11,500.**

78.09 PERSONNEL GROUP

Members received the Notes of the Meeting of the Personnel Group held on 21st July 2008 referring to the work programme for 2008/9.

RESOLVED that the work programme for 2008/09 be noted.

79.09 INTERNAL AUDIT AND RISK MANAGEMENT GROUP

The Chief Executive Officer advised that a meeting of the Internal Audit and Risk Management Group was held on 5th September 2008 and that a further meeting was to be held later in the year.

In determining internal audit provision up to 2010/11 the CEO outlined information relating to three companies:

- a) £1,000 p.a. (experience mainly with smaller town/parish councils)
- b) £1,400 p.a. (relevant experience in town/parish sector, including larger councils)
- c) £1,500 p.a. (predominant background in private sector, including multi-nationals)

RESOLVED that company b) be invited to provide an internal audit service, subject to confirmation and approval by Council at its' meeting in October.

80.09 SCHEDULE OF ACCOUNTS PAID 1ST JULY TO 31ST AUGUST 2008

Members received a copy of the schedule of payments made for the period 1st July to 31st August 2008.

RESOLVED that the payments for the period 1st July to 31st August 2008 be approved and authorised.

81.09 OUR FUTURE CIRENCESTER - COMMUNITY PLAN

Members received a report relating to the 'Our Future Cirencester' Community Plan, which included updates on: -

- a) the launch, which was to be held on 18th September;
- b) the Community Agent's contract, which had been extended to 31st March 2009;
- c) the Working Groups;
- d) training needs;
- e) Rural Renaissance Funding, which had been successful; and
- f) the Energy Neighbourhood Project, which was progressing.

RESOLVED that the report be noted.

82.09 KINGSHILL LANE SPORTS DEVELOPMENT

Members received a report relating to the future development of the Kingshill Lane Sports development site, which included information about the wind turbines, built facility and an all-weather pitch.

RESOLVED that: -

- a) the report be noted;

- b) Council purchases a storage container to meet additional storage requirements at a rate of £1,800;
- c) Council makes available funding to assist with the preparation of a development plan in respect of the proposed all-weather sports pitch and its future usage and delegated authority be given to the Chief Executive Officer, in consultation with the Mayor and Chairman of the Project Group, to approve expenditure;
- d) That an artist's impression of the provision of a built facility be funded by Council to assist further discussion.

83.09 ABBEY GROUNDS - PUBLIC CONVENIENCES

Members received a report relating to the drainage problems at the Abbey Grounds Public Conveniences and recommended that Council approves lining works to the drainage pipes.

Members were reminded that the Abbey Grounds was due to be enhanced by a refurbished play area, that the bandstand was regularly used over the summer period and a refreshments facility was now on site during the spring/summer months.

RESOLVED that: -

- a) the report be noted;
- b) an updated CCTV survey of the drainage pipes be carried out;
- c) the Project Sub-Group (established to consider issues relating to the Abbey Grounds and St. Michael's Park) consider the updated survey and make a recommendation to Council.

84.09 CIRENCESTER TOWN CENTRE POST OFFICE RELOCATION CONSULTATION

Members received a report in respect of the proposed Cirencester Town Centre Post Office relocation.

RESOLVED that the Chief Executive Officer respond to the Post Office Ltd identifying the following issues: -

- a) the Council was disappointed that it was not contacted direct;
- b) the Council is concerned that the proposed location is less accessible, especially to the elderly and disabled;
- c) the Council seeks assurance that the seven counters will be staffed at an appropriate level following the recent Post Office closures;
- d) following the recent Post office closures, how has the Post Office addressed the increased number of customers migrating from other branches?

85.09 COTSWOLD DISTRICT CORE STRATEGY - SETTLEMENT PROFILE CONSULTATION RESPONSE

Members received the draft response to the above consultation, which was prepared by the Planning Committee.

Members noted that the Chief Executive Officer, under delegated authority on behalf of the Council, had written to Network Rail and the Office of Rail Regulation relating to the importance of re-doubling the line between Kemble and Swindon (response no. 14 refers).

RESOLVED that the Council approves the response in respect of the Settlement Profile for Cirencester to inform the development of the Cotswold District Core Strategy.

86.09 CODE OF CONDUCT

Members received a report relating to new arrangements for submitting written complaints and issues relating to the Local Authorities (Indemnities for Members and Officers) Order 2004.

Councillors Mrs S A Alexander and Mrs J Hincks were congratulated on their appointment to the local Standards Committee.

Members were asked for feedback on a number of questions. The initial comments are identified below and Members were asked to forward any further comments to the office by 25th September 2008.

1. Whether local determination is preferred over that of a national regime.
Response: Yes. The Council believes that there are benefits in local determination.
2. Whether Council feels sufficiently informed (by the Standards Board, Monitoring Officers or other sources) about the new determination regime and its process.
Response: Yes. The Council is duly informed of processes and is aware of training events.
3. Whether Council believes that members should be indemnified from legal costs arising from defending an allegation in respect of breaching the code under Section 101 of the Local Government Act 2000 and Local Authorities (Indemnities for Members and Officers) Order 2004.
Response: The Council believes that all members should be indemnified from legal costs as identified.

RESOLVED that: -

- a) **the report be noted;**
- b) **the feedback identified at the meeting together with any further comments to be forwarded to the Secretary of the Gloucestershire Association of Parish and Town Councils by 30th September 2008.**

87.09 THE BALANCE OF POWER: CENTRAL AND LOCAL GOVERNMENT - COMMUNITIES AND LOCAL GOVERNMENT SELECT COMMITTEE INQUIRY

Members received a report relating to a Select Committee Inquiry about the balance of power between central and local government.

The Deputy Chief Executive Officer referred to the financial autonomy questions and drew attention to the fact that the Town Council does not receive any funding from the Business Rates.

RESOLVED that: -

- a) **the report be noted;**
- b) **any comments to be forwarded to the Chief Executive Officer by 16th September 2008.**

88.09 EMPOWERMENT WHITE PAPER

Members received a briefing report relating to the Empowerment White Paper 'Communities in Control: Real People, Real Power'.

RESOLVED that the report be noted.

89.09 ELECTION DAY - WEEKEND VOTING CONSULTATION

Members received a report relating to the consultation on election day weekend voting. The Council considered that the status quo should remain with regard to

the election day/access of the UK Parliamentary general elections, local elections in England and Wales and European Parliamentary elections, as it is believed that changing the day would not increase voters.

RESOLVED that: -

- a) **the report be noted;**
- b) **the Council respond that the status quo should remain and that any further comments should be submitted to the Chief Executive Officer by 16th September 2008.**

90.09 GLOUCESTERSHIRE COUNTY COUNCIL CHARTER - THIRD EDITION

Members received a briefing report relating to the Third Edition Charter between Gloucestershire County Council and the Parish and Town Councils of Gloucestershire.

RESOLVED that: -

- a) **the report be noted;**
- b) **the Third Edition of the Gloucestershire County Council Charter be endorsed, subject to the Chief Executive Officer advising Members if there are any major changes from the Second Edition.**

91.09 GLOUCESTERSHIRE ASSOCIATION OF PARISH AND TOWN COUNCILS - CONSTITUTION/ANNUAL GENERAL MEETING

Members received a verbal report from Councillor D J Nash relating to the proposed revised Gloucestershire Association of Parish and Town Councils Constitution and the forthcoming Annual General Meeting, following a meeting of the County Committee held on 8th September 2008.

Councillor Nash, who was duly nominated by Council to vote on its behalf at the Annual General Meeting, drew attention to the proposals and Council resolved as follows: -

RESOLVED that: -

- a) **Annual Town/Parish Meetings should continue to be mandatory under statute;**
- b) **there be provision within the Constitution for the Management Committee to regularly report to the County Committee;**
- c) **Councillor Nash use his discretion as to the budget proposals on the membership fees, which will be presented at the Annual General Meeting of the GAPTC.**

92.09 CHRISTMAS/NEW YEAR CLOSING

RESOLVED that the following closing dates for Christmas/New Year 2008/9 be approved subject to the Chief Executive Officer seeking to secure cover for St. Michael's Park, the locking of the Abbey Grounds gates and litter collection.

Wednesday, 24th December 2008 - Closed at 12 Noon
Thursday, 25th December 2008 - Closed - Christmas Day
Friday, 26th December 2008 - Closed - Boxing Day
Saturday, 27th December 2008 - Closed
Sunday, 28th December 2008 - Closed
Monday, 29th December 2008 - Closed
Tuesday, 30th December 2008 - Closed
Wednesday, 31st December 2008 - Closed
Thursday, 1st January 2009 - Closed - New Year's Day

Friday, 2nd January 2009 - Closed
Saturday, 3rd January 2009 - Closed
Sunday, 4th January 2009 - Closed

93.09 REPRESENTATIVES ON OTHER BODIES

Councillor G T Adams advised that he had attended a meeting of the Cirencester Open Air Swimming Pool Association on 1st September 2008.

94.09 CORRESPONDENCE

a) Council Information Sheet;
Members noted the Council Information Sheet, which was circulated at the meeting.

b) Any other correspondence received in accordance with Standing Order 68g).
None were received.

95.09 MATTERS IDENTIFIED FOR FUTURE CONSIDERATION

None were identified.

96.09 EXEMPT INFORMATION

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.

97.09 OPEN SESSION - STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT

Agenda Item 28 was taken in confidential session due to potential contractual legal issues.

The meeting closed at 9.35 p.m.
Alexander

Councillor Mrs S A

Mayor