

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, 14th October 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
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

99.09 APOLOGIES

Apologies were received and accepted from Councillors Mrs J Hincks (personal) and Ms K M Yarrow (personal).

100.09 DECLARATIONS OF INTEREST

Declarations of Interest were received from: -

Councillor D J Nash declared a personal interest in relation to Minute No. 105.09c) and C125.09 as he is a Gloucestershire County Councillor.

Councillor H G C Gray declared a personal interest in relation to Minute No. 107.09 b) as he works for the Parish Office which deals with the bookings for St. Lawrence Hall.

101.09 MINUTES

RESOLVED that the Minutes of the Meeting held on Tuesday, 9th September 2008 be approved as a correct record and signed by the Mayor.

The Chief Executive Officer updated Members on Minute No. 77.09d) – Project Group – Christmas Lights Scheme. He reported that the Council was continuing to work with the Chamber of Commerce to minimise costs and the Chamber had demonstrated its commitment to the scheme by funding LED bulbs for part of this year's display and had made available £3,000 (which was earmarked for next year's Advent Festival) for any increased costs. The Council welcomed this response and it was suggested that the Council underwrite, in principle, a similar amount for next year's Advent Festival, subject to discussions on funding being held on January.

Members noted that a decision on the underwriting issue could not be made at this meeting, but acknowledged that discussions would continue on ensuring

that the Christmas Lights Scheme came in on budget without jeopardising next year's Advent Festival.

102.09 MAYOR'S ANNOUNCEMENTS

The Mayor reported that she had attended the following: -

- 16th September - Member Support and Development event with Ivor Ward-Davis as Speaker
- 18th September - Annual General Meeting of the Gloucestershire Market Towns Forum and launch of "Our Future Cirencester" Community Plan
- 26th September - NALC "Mayors and Chairs" lunch
- 3rd October - Chris Borg from NALC visited Cirencester
- 5th October - A Musical Afternoon at Elm Grove residential home for the elderly
- 7th October - 'Youth Day'. The Mayor thanked Councillors G T Adams and D J Nash for giving up their time for this worthwhile event, which will help inform the Youth Policy and will assist in the setting up of the Youth Town Council.
- 8th October - Science and Technology Society's Annual Public Lecture
- 10th October - St James' Place - The Mayor was pleased to learn that the building has won a regional competition for its architecture
- 10th October - Opening event of the Bingham Hall Centenary Celebrations
- 11th October - An Edwardian Evening as part of the Bingham Hall Celebrations
- 11th October - Royal Agricultural College's Convocation

The Mayor also referred to the Information Sheet, circulated at the meeting and the next Neighbourhood Area meeting on Thursday, 16th October.

103.09 PUBLIC PARTICIPATION (Standing Order 68 refers)

No notification of questions was received.

104.09 MEMBER PARTICIPATION (Standing Orders 27 to 30 refer)

No notification of questions was received.

105.09 PLANNING COMMITTEE

RESOLVED that: -

- a) **the recently considered applications and decisions, under delegated authority, to the Planning Committee made at Meetings held on the 11th and 25th September and 9th October 2008 be noted.**
- b) **the response to the Regional Spatial Strategy consultation, following consideration by the Planning Committee, be: - "Council support the draft Regional Spatial Strategy noting that Cirencester is not one of the twenty-one strategic towns affected and the surrounding expanding towns will not impinge on Cirencester, therefore, no further or detailed comments are made.";**
- c) **the issue of Sunday Parking in the Town, following a request from the Quakers and other churches in Cirencester, be given further consideration by the Planning Committee, as the "wider picture" needs to be taken into consideration, e.g. parking enforcement issues;**

- d) the Council does not pursue the option of sponsoring a BT payphone kiosk located at the Stroud Road.**

Councillor D J Nash declared a personal interest in relation to item c) as he is a Gloucestershire County Councillor.

106.09 CORPORATE GROUP

Members received a report from the Chief Executive Officer relating to a meeting of the Corporate Group held on 10th September 2008. The report updated Members on Quality Status, Career Academies UK and Ward Grants Guidance.

The Chief Executive Officer advised that he had had a meeting with the lead officer at Gloucestershire Association of Parish and Town Councils, which is to consider the Council's application for Quality Status, and confirmed that the Council would learn on 20th November whether it has been successful.

RESOLVED that: -

- a) the report be noted;**
- b) the Council supports the Career Academies UK initiative by becoming a mentoring partner, offering to undertake lectures relevant to our sector and areas of best practice, and hosting workplace visits;**
- c) opportunities to explore other ways in which the Town Council could work together with Cirencester College, for example, in developing the Council's branding/image and website, be endorsed.**

107.09 PROJECT GROUP

Members received a report from the Chairman of the Project Group arising from the meeting held on 15th September 2008. The report outlined information and recommendations relating to the Chesterton Community Project and flooding.

Councillor H G C Gray declared a personal interest in relation to the hiring of St. Lawrence Hall, as he works for the Parish Office which deals with the same.

Members were disappointed that the Council's application for resilience funding through Cotswold District Council had been declined.

Councillor P Braidwood was praised for acting "above the call of duty" in his assistance with the problem of surface water flooding at a property in North Home Road. It was noted that Councillor Braidwood was continuing to assist the householder and trying to locate the original plans for that site.

RESOLVED that: -

- a) the report be noted;**
- b) existing funding arrangements relating to the hiring of St Lawrence Hall for the Chesterton Community Project meetings continue until March 2009, after which date funding be applied for via the Town/Ward grants programmes;**
- c) the drafting and costing of options for mitigation works in relation to surface water drainage issues at North Home Road be endorsed.**

108.09 POLICE LIAISON PANEL

Members received a report from the Chief Executive Officer relating to a meeting of the Police Liaison Group held on 16th September 2008. The report outlined issues to be targeted with the Council's funding, specific ward concerns, policing after 10.00 p.m. and details of the South Cotswolds Safer Community Team.

It was noted that members of the public were encouraged to report anti-social behaviour or crime by contacting the non-emergency no. 0845 090 1234.

RESOLVED that the report be noted.

109.09 SCHEDULE OF ACCOUNTS PAID 1ST TO 30TH SEPTEMBER 2008

Members received a copy of the schedule of payments made for the period 1st to 30th September 2008.

Members were advised that the payment of £332.79 to Link Vending should have identified "Coffee vending machine and supplies".

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

110.09 OUR FUTURE CIRENCESTER - COMMUNITY PLAN

Members received a report relating to the 'Our Future Cirencester' Community Plan, which included updates on the launch, delivery framework, Cirencester Local, Energy Neighbourhood Initiative and Cotswold District Council's 'Vision for Cirencester'.

Councillor A Lichnowski advised that he was very encouraged that there were now approximately 50 people who were involved with the Community Plan. He also advised that work had commenced on the delivery framework and that four working groups had been formed, namely: -

- Infrastructure Working Group
- Business Working Group
- Children and Young People Working Group
- Heritage Working Group

Councillor A Lichnowski was thanked for all his work and enthusiasm for the project.

RESOLVED that the report be noted.

111.09 KINGSHILL LANE SPORTS DEVELOPMENT

Members received a report relating to the appointment of a consultant to further develop the Kingshill Lane Sports site.

The report sought approval to suspend Standing Orders, due to the requirement that three competitive tenders be obtained before an appointment can be made, in order that Sports Solutions GB Ltd can be appointed. Sports Solutions GB Ltd was recommended by the Gloucestershire Football Association as the company had a wealth of experience, including assessing grant aid applications for the Football Foundation, were competitively priced and had the appropriate skills mix to prepare a development plan and carry out a wider brief incorporating Phase 1 of the development of the site. Furthermore, the

company had already been shortlisted by Kingshill School and had met with the Chief Executive Officer, Head Teacher, Director of Sport and a School Governor.

Members were satisfied that the Chief Executive Officer had been duly diligent in making the recommendation.

RESOLVED that Standing Orders be suspended.

RESOLVED that the report be noted and that Sports Solutions GB Ltd be appointed to undertake Phase 1 of the Kingshill Lane Sports Development at a cost of £6,500.

RESOLVED that Standing Orders be reinstated.

112.09 FREEDOM OF INFORMATION ACT 2000

Members received a report relating to the adoption of the Parish Council Model Scheme under the Freedom of Information Act 2000. The current adopted scheme is due to expire on 31st December 2008 and approval from the Council to apply to the Information Commissioner's Office to adopt the Parish Council Model Scheme is sought.

The Chief Executive Officer recommended that approval be given and that he would be preparing more detailed information for the public on the documents that were available.

RESOLVED that: -

- a) the report be noted;**
- b) the Council seeks approval from the Information Commissioner's Office for the introduction and adoption of the new Parish Council Model Scheme.**

113.09 FAIRTRADE

Members received a report relating to Cirencester becoming a Fairtrade town.

RESOLVED that: -

- a) the report be noted;**
- b) the Council confirms its commitment to Fairtrade, specifically in respect of products that are purchased for meetings and that are used in the Town Council offices;**
- c) the Council will seek to promote Fairtrade within the town and will give consideration to the introduction of an Annual Community Award and other local initiatives.**

114.09 APPOINTMENT OF INTERNAL AUDITOR

Members received a report relating to the appointment of an Internal Auditor.

RESOLVED that: -

- a) the report be noted;**
- b) Auditing Solutions be appointed to undertake an internal audit service on behalf of the Council up to 2011, subject to successful references being obtained.**

115.09 CIRENCESTER TABLE TENNIS LEAGUE

It was noted that the Council had received a request from the Cirencester Table Tennis League to support their hunt to host a foreign table tennis team at Deer Park School during the lead up to the London Olympic Games.

RESOLVED that the Council support, in principle, the Cirencester Table Tennis League in their hunt to host a foreign table tennis team at Deer Park School during the lead up to the London Olympic Games and that further information be sought.

116.09 REPRESENTATIVES ON OTHER BODIES

Councillor A Lichnowski reported that he had attended 'Our Future Cirencester' Community Plan meetings, including the launch at the Gloucestershire Market Towns Forum Annual General Meeting. He had also attended a meeting in relation to the creation of a cycle track from Rendcomb to Cirencester.

Councillor P Braidwood reported that he had attended a Safer Community Meeting, when various issues were discussed but not specific to Cirencester.

Councillor A Curry had attended a Cotswold Road Safety Liaison Group Meeting, along with Councillors Mrs S A Alexander and D J Nash and advised that he was to be involved in a road safety training event.

Councillor Curry also reported that he had attended a meeting at which the sub-way to Deer Park School had been discussed. The County Council had painted over the original controlled graffiti. Chesterton Project had undertook to work with others in re-painting the same, for which funding was sought. It was noted that consideration would be given to an application for funding.

Councillor D J Nash had attended the Annual General Meeting of the Gloucestershire Association of Parish and Town Councils and had voted on the Council's behalf, as instructed at the previous Council Meeting.

117.09 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.

118.09 MATTERS IDENTIFIED FOR FUTURE CONSIDERATION

None were identified.

119.09 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.

120.9 OPEN SESSION - POLICE LIAISON GROUP

Agenda Item C21 was taken and noted in confidential session due to it pertaining to contractual issues.

It was RESOLVED that further information be obtained appertaining to the enhanced Police service, fixed penalty notices (litter/dog fouling) and monitoring and maintenance of the CCTV system.

121.09 OPEN SESSION - NORMAN ARCH COTTAGE

Agenda Item C22 was taken in confidential session due to it pertaining to potential contractual issues.

It was RESOLVED that: -

- a) the report be noted;**
- b) the Chief Executive Officer arrange a meeting for the Corporate Group to meet with The Vivat Trust to discuss and obtain assurances relating to the project timeline;**
- c) delegated authority, in consultation with the Mayor, be given to the Chief Executive Officer to decide as to whether the property should be re-let and for what period following discussions with The Vivat Trust;**
- d) a detailed report be given to Council in January 2009.**

122.09 OPEN SESSION - KINGSHILL LANE SPORTS DEVELOPMENT SITE

Agenda Item C23 was taken in confidential session due to it pertaining to contractual and legal issues.

It was RESOLVED that: -

- a) the report be noted;**
- b) counsel's opinion appertaining to the option agreement be obtained.**

The meeting closed at 9.02 p.m.
Alexander

Councillor Mrs S A

Mayor