

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 July 2009 at 7.00 p.m.

PRESENT: Councillor A Lichnowski - Deputy Mayor

Councillors: Mrs S A Alexander
Mrs C Braidwood
P A Braidwood
A N Curry
W Helm
Mrs J Hincks
R Hughes
H G C Gray
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

73.10 APOLOGIES

Apologies were received and accepted from Councillor G T Adams (Mayor) (personal) and Councillor D J Nash (personal).

74.10 DECLARATIONS OF INTEREST

Councillor Mrs S A Alexander declared a personal interest in relation to the New Brewery Arts as she is a Board member.

75.10 MINUTES

RESOLVED that the Minutes of the Meeting held on Tuesday, 9th June 2009 be approved as a correct record and signed by the Mayor.

Voting Record:	For - 12	Against - 0	Abstentions - 0
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An update was provided by the Chief Executive Officer on the Spitalgate estate as follows: -

A tri-partite agreement was still being pursued with regard to the costs of repairing the wall and a positive response was still awaited from Cotswold District Council. A report would be presented to the Project Group at its meeting in August, which would give consideration to all issues on the estate.

76.10 PUBLIC PARTICIPATION (Standing Order 68 refers)

No notification of questions was received.

77.10 MEMBER PARTICIPATION (Standing Orders 27 to 30 refer)

No notification of questions was received.

78.10 PLANNING COMMITTEE

RESOLVED that the recently considered applications and decisions made under delegated authority to the Planning Committee, at meetings held on the 11th and 25th June and 9th July 2009, be noted.

Voting Record:	For - 12	Against - 0	Abstentions - 0
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79.10 CHARTER MARKET MANAGEMENT COMMITTEE

Members received the Minutes of a Meeting of the Charter Market Management Committee held on 6th July 2009.

Members were assured by the Chief Executive Officer that all regular markets held in the town would be treated in a consistent manner, owing to the Council's Charter Market status, which allows the Council the benefit of a monopoly for the purposes of operating markets in the town and within the common law distance of 6 2/3 miles.

RESOLVED that the Minutes of the Meeting of the Charter Market Management Committee held on 6th July 2009 be noted.

Voting Record:	For - 12	Against - 0	Abstentions - 0
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80.10 CORPORATE GROUP

Members received the Notes of the Corporate Group Meeting held on 10th June 2009, which included a recommendation that the drafting of a response to the "Possible Changes to the Administration of Concessionary Travel" be delegated to the Chief Executive Officer in consultation with the Corporate Group and the recommendation relating to the Community Engagement Policy (please refer to Minute No. 86.10).

RESOLVED that: -

- a) **the Notes of the Corporate Group Meeting held on 10th June 2009 be noted;**
- b) **the drafting of a response to the "Possible Changes to the Administration of Concessionary Travel" be delegated to the Chief Executive Officer in consultation with the Corporate Group.**

Voting Record:	For - 12	Against - 0	Abstentions - 0
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81.10 PROJECT GROUP

Members received a report from the Chairman of the Project Group following a meeting held on 15th June 2009, which included a recommendation relating to the employment of an intern.

Members noted that the six-month employment of an intern had been considered and approved by the Project Group, under delegated authority; the expenditure of £1,000 being from the 'Our Future Cirencester' Community Plan budget. Subject to approval, the intern would be employed by the Town Council on behalf of the Cirencester Chamber of Commerce and office accommodation would be provided at Dyer House. Line management would be provided by the Chief Executive Officer and day-to-day supervision by the Chamber of Commerce. The Chamber of Commerce is to provide IT equipment and any on-costs would be contained within budget.

Attention was drawn to the Chesterton Project's comment in the notes of the meeting that there is a lack of dog bins in the Chesterton area. Whilst after discussion it was felt that there were sufficient bins in this area, the Deputy Chief Executive Officer referred to a response received from the Cotswold District Council; the Town Council had asked for the District Council's policy on the provision of dog bins to be reviewed following a number of recent requests. The District Council has no funds for additional bins but did advise that this type of waste can be disposed of in standard litter bins.

RESOLVED that: -

- a) **the report be noted;**
- b) **the Town Council employ a student intern on behalf of the Cirencester Chamber of Commerce and that office accommodation be provided at Dyer House; subject to the appointment being on a six-month fixed term contract with line management being provided by the Town Council's Chief Executive Officer and day-to-day supervision being through the Chamber of Commerce.**

Voting Record:	For - 12	Against - 0	Abstentions - 0
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82.10 CLIMATE CHANGE AND SUSTAINABILITY GROUP

Members received the Notes of the Meeting of the Climate Change and Sustainability Group held on Monday, 22nd June 2009.

Councillor Mrs Hincks, Chairman of the Group, advised that the results of the Energy Neighbourhood initiative would be announced at an event on 23rd August 2009 in Stroud.

RESOLVED that the report be noted, subject to noting the amendment that Councillor A Lichnowski had been appointed as "Vice Chairman".

Voting Record:	For - 12	Against - 0	Abstentions - 0
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83.10 YEAR END AUDIT REPORT 2008/9

Members received the year end Internal Audit Report in respect of 2008/9, including recommended actions, which had been carried out by Auditing Solutions Ltd.

The Deputy Chief Executive Officer outlined the Report and advised that the recommendations contained therein would be considered by the Internal Audit and Risk Management Group at its meeting on 16th July 2009.

It was noted that consideration should be given to the increasing the General Fund and Public Liability Insurance.

RESOLVED that the Internal Audit and Risk Management Group consider the recommended actions identified in the Internal Audit Report 2008/9 and that approval of the same be deferred to the Council Meeting to be held on Tuesday, 8th September 2009.

Voting Record:	For - 12	Against - 0	Abstentions - 0
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84.10 SCHEDULE OF ACCOUNTS PAID 1ST TO 30TH JUNE 2009

Members received a copy of the schedule of payments made for the period 1st to 30th June 2009.

RESOLVED that the payments for the period 1st to 30th June 2009 be approved and authorised.

Voting Record:	For - 12	Against - 0	Abstentions - 0
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85.10 OUR FUTURE CIRENCESTER

Members received an update from the Chief Executive Officer relating to the 'Our Future Cirencester' Community Plan, which included a recommendation on an event to be held in the Abbey Grounds in 2010.

Members had a number of concerns with regard to a music event in the Abbey Grounds, which included security, security fencing, car parking, disturbance to local residents, ticket costs and asked that the use of local bands should be encouraged.

RESOLVED that: -

- a) **the report be noted;**
- b) **agreement be given for the Community Plan Steering Group, in consultation with the Council's Project Group, to work with Tigz Productions on the details of the event proposed for July 2010, including the preparation of a Business Plan, for consideration by the Council as soon as possible.**

Voting Record:	For - 12	Against - 0	Abstentions - 0
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86.10 COMMUNITY ENGAGEMENT POLICY

Members received the Community Engagement Policy, as recommended by the Corporate Group.

Members were reminded that the Policy needed to be in place before the Council is able to use the "Power of Well-Being". It is important that the Council encourages engagement which should be a two-way process. An annual report on how the Council and community have engaged, together with evidence, will be published as part of the Council's Annual Report.

RESOLVED that the Community Engagement be approved and implemented.

Voting Record:	For - 12	Against - 0	Abstentions - 0
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87.10 CIRENCESTER YOUTH TOWN COUNCIL

Members considered future arrangements for the Youth Town Council and resource implications relating to 2009/10; and gave consideration to a pilot 'Chill-Out Zone' project in partnership with New Brewery Arts.

Councillor Mrs S A Alexander declared a personal interest in relation to the New Brewery Arts as she is a Board member.

It was noted that a two-year fixed term post of approximately 15 hours per week, to lead on the children/young people's aspects of the Community Plan and specifically to co-ordinate and administrate the Youth Town Council, was proposed. An existing external post is proposed to be utilised and the Chief Executive Officer was in the early stages of negotiation. The post is sustainable within the Council's existing budgets.

The initial resource costs for the "Chill-Out Zone" project at the New Brewery Arts and the Cirencester Youth Town Council secondment will cost approximately £12,000.

RESOLVED that Council approves expenditure of up to £12,000 to appoint a Youth Information Officer to co-ordinate/administrate the Youth Town Council and lead on establishing a "Chill-Out Zone". The contractual details to be delegated to the Chief Executive Officer in consultation with the Corporate Group subject to the cost being contained within the existing overall salary budget.

Voting Record:	For - 12	Against - 0	Abstentions - 0
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88.10 NALC ANNUAL CONFERENCE

Members considered attendance at the NALC Conference 2009 on the 4th and 5th September at the Royal College of Physicians, London and if so, agree delegated authority to the Chief Executive Officer, in consultation with the Corporate Group, to agree representation.

RESOLVED that the Chief Executive Officer, in consultation with the Corporate Group, agree to the representation at the NALC Annual Conference 2009.

Voting Record:	For - 12	Against - 0	Abstentions - 0
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89.10 ANNOUNCEMENTS

a) Mayor

The Deputy Mayor outlined events that the Mayor had attended as follows: -

21st June - Cirencester & District Soroptimist International Annual Luncheon at Chavenage House, Tetbury

21st June - Choral Evensong and Reception

28th June - Help for Heroes Dinner at Mill Dene, Blockley, at which over £5,000 was raised for the charity

2nd July - 100th Birthday Celebration of Mrs Daisy Sharpe at Watermoor House

4th July - Cotswold Show

b) Deputy Mayor

The Deputy Mayor attended the following events on the Mayor's behalf: -

12th July - Opened the Air Swimming Pool "Splash Day"

12th July - Induction of the Baptist Church's new Pastor, Matt Frost

c) Chief Executive Officer/Town Clerk

The Chief Executive Officer attended the following events: -

11th June - Business Lunch at the Fleece Hotel

3rd July - Corinium Radio interview

8th July- BBC Radio Gloucestershire interview

9th July - SLCC Branch Meeting

c) Town Councillors

Councillor Mrs J Hincks had attended a meeting of the Gloucestershire Market Towns Forum on 2nd July 2009 at which a report on its research into the impact of the recession on the high streets of GMTF's 16 member communities was provided. Councillor Mrs Hincks also attended a meeting of the Watermoor Community Group.

Councillor Mrs S A le Noury reported that Cirencester was now officially a "Fairtrade" town.

90.10 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)

i) Letter received from Leckhampton Court Hospice, dated 15th June 2009, thanking the Council for its grant award;

ii) Letter received from Dr J M Winter, Chairman of Churches Together in Cirencester, relating to concerns in the town, dated 8th July 2009, which were duly noted.

91.10 MATTERS IDENTIFIED FOR FUTURE CONSIDERATION

None were identified.

The meeting closed at 8.08 p.m.
Lichnowski

Councillor A

Deputy Mayor