

**CAM PARISH COUNCIL**

**MINUTES OF A MEETING OF THE PARISH COUNCIL HELD WEDNESDAY 6<sup>TH</sup> JULY 2011 AT 6.30PM IN THE COUNCIL SHOP**

**PRESENT:**

M Clifton (Chair), B Whatling	Upper Ward
J Fowles, D Andrewartha, P Dutfield	Lower Ward
J Sherman, B Powell, M Stevens	Woodfield Ward
B Tipper, D Cornell	Central Ward

**APOLOGIES:** D Pritchard, D Jones, N Ledoux, M Nolder, J Daniel, J Hudson

**IN ATTENDANCE:** S Hanman (Clerk), J Walkley (Deputy Clerk)

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**11.90. Chairman's announcements**

None made

**11.91. To Receive Apologies for absence**

Apologies as listed above were received and accepted

**11.92. Receive Declarations of Interest**

Cllrs Fowles and Powell – Personal Interest – Youth Service – member of Cam Youth Club Management Committee

**11.93. To receive any questions, statements or submissions on any issue affecting the Parish from members of the public in attendance or from any Councillor in respect of any agenda item in which he/she has a Prejudicial Interest**

None raised

**11.94. To Approve and Sign Minutes of the Meeting of 1<sup>st</sup> June 2011 as a True and Correct Record**

It was RESOLVED that the minutes be accepted as a correct record and signed by the Chair

**11.95. To Note Matters Arising from the Minutes not covered by agenda items (for information only)**

None raised

**11.96. To note general correspondence received**

A list of general correspondence had been circulated (copy appended to these Minutes)

#### **11.97. To Receive Minutes of Meetings of the Following Committees**

Minutes of the following meetings were received:

Planning & Highways – 1<sup>st</sup> and 15<sup>th</sup> June

Recreation & Leisure – 8<sup>th</sup> June

Development & Premises – 22nd June

#### **11.98. To confirm eligibility and re-adopt Power of Wellbeing**

It was noted that, following training of Cllr Jones and Cornell, the Council now again satisfied the eligibility criteria to adopt the Power of Well being, i.e.

- A qualified clerk
- A minimum of two-thirds of vacancies on the council filled at the last ordinary elections
- eighty per cent of councillors trained in the use of the well-being power; and
- published a statement of intent as to community engagement

It was thus now RESOLVED that Cam Parish Council again adopts the Power of Well Being.

The Council would now be able to use the power to promote well-being where it considers this will achieve any one or more of the following three objectives:

- a) The promotion or improvement of the economic well-being of its area
- b) The promotion or improvement of the social well-being of its area
- c) The promotion or improvement of the environmental well-being of its area

#### **11.99. To confirm support for the formal constitution of a Joint Committee for the provision of local youth services and to in-principle authorise delegation of authority to that body to plan and procure youth service provision**

A separate Report had been circulated on this issue.

Concerns were raised about the length of time that it was taking to produce a strategy for the future of youth work locally and it was queried whether there would be any provision in place for September. It was noted that it was unlikely that the full strategy would be in place by then, although it was possible that interim arrangements, possibly involving short-term employment of a youth worker, might be made by each of the participating councils. However, it was also noted that the outgoing worker had advised against a purely short term employment, expressing a view that any funding would be better used to support existing youth service providers (such as GL11 Project) to enhance their service until something more permanent can be achieved.

There was also some concern as to whether it would be possible to agree a joint strategy, given that each of the partner organisations has its own issues. However, it was considered by those who had been taking part in the discussions that a partnership approach would be the best way forward, better placed to secure funding and more likely to produce a sustainable long term project to deliver a generic youth service. It was felt that appropriate professional advice and support would be vital in achieving this.

It was thus RESOLVED that, in-principle, Cam Parish Council supports the formation of a properly constituted joint committee to develop a sustainable youth work strategy for the Cam, Dursley, Wotton and Berkeley area and to commission any necessary professional advice and support to achieve this and to deliver the service. The group would develop more precise terms of reference, which would need to be approved by each of the participating councils. The group would then have its own constitution and financial arrangements, with participating councils grant aiding it in line with the budget provision already made. This would put it in a better place to bid for other funding and to move forward more quickly, without constantly having to refer decisions to the member councils.

Representation by each council on the group would be subject to terms of reference to be agreed, but it was agreed that, if possible, there should be a total of 4 representatives (plus the Clerk) from this Council, with a view to 2 being available at any one time. Cllrs Clifton, Andrewartha, Tipper and Cornell volunteered.

#### **11.100. To consider the future management of facilities at the Jubilee Playing Field**

A separate report had been circulated.

Two decisions were now required:

- To decide whether Council would be in favour (if it is possible under the terms of the protection of the field) of letting part of the Jubilee Field to one sports club for its exclusive use
- To authorise R&L Committee to proceed with management arrangements for the use of the Jubilee Field and facilities, as described in the accompanying report.

It was not considered that the letting of an exclusive area to any one organisation would be appropriate, given that the field is provided for the benefit of all local residents.

It was RESOLVED in principle that Recreation & Leisure Committee be authorised to continue discussions with the football clubs on the basis of letting one section of the changing rooms to Everside YFC, with the other unit to be made available for hire to other organisations; also that a formal agreement be set up with Everside YFC for the hire of pitches on an annual basis, again with these being available to hire by other organisations at other times. It was stressed that this is an in-principle decision at this stage, and that no expenditure was being committed. R&L Committee would negotiate further details, with any proposal involving expenditure to require sanction by Full Council.

With regard to gate security, it was not considered that the additional cost of widening the entrance to provide two independently lockable gates would be justified. Council was of the view that the clubs using the field should be able to monitor the gates to ensure that unauthorised visitors do not remain in the field after the clubs leave, and that the area remains secure.

#### **11.101. To receive and comment on update on the Parish Council website and use of social networking sites**

The website hosts had completed the necessary infrastructure updates and a usage analysis feature has been added. The Deputy Clerk reported on the development of social networking, using Facebook and Twitter, which were now being used to draw attention to Council activities and engage with a wider audience. Links to the Council's website were available through the Facebook and Twitter sites, with the site also having been updated to provide more local information and links as well as copies of Council documents, agendas, minutes and so on. The analytic feature that had been added was able to provide a good deal of information on the number of visits to the site, pages viewed, route to finding the site and so on, which was interesting and useful. The Deputy Clerk was congratulated and thanked for all her work on this.

#### **11.102. To receive and adopt report of external auditor for 2010/11 accounts**

Due to Council income being above £200,000 for the 2010/11 financial year, the external auditor had ordered an Intermediate Audit and requested further information. This had been sent and the report was awaited.

**11.103. To consider resolutions for the AGM of the Gloucestershire Association of Parish & Town Councils on 13<sup>th</sup> October 2011**

No resolutions were agreed.

**11.104. To consider membership of South West Councils for human resources advice and development services**

Details of this organisation were provided. It was considered that, with its small workforce, the Council has adequate sources of advice for human resources issues and for general support. It was therefore not considered

**11.105. To consider comments on the proposed Focused Changes to the GCC Waste Core Strategy**

It was considered that most of the changes were effectively a 'tidying up' and clarification exercise. No comments were therefore considered necessary.

**11.106. To note training opportunities available and confirm attendance**

Chairmanship event 6<sup>th</sup> October – Cllr Whatling to attend.

Any further training opportunities would be notified as and when details are received.

It was noted that Cllr Cornell had completed the online basic training and would be interested in any progressing courses.

**11.107. To Receive Monthly Report from Neighbourhood Warden Service, note Crime & Disorder issues and discuss possible actions**

- a) **Warden's Report** - June report circulated. It was noted that the extended area of work for the warden was resulting in a lower level of cover within Cam, although the financial contribution by this Council remains the same.
- b) **To note any Crime and Disorder issues and consider any necessary action** – it was noted that there had recently been a spate of burglaries in the Everlands area but that the Police were working on information and had made some arrests.

**11.108. To discuss County Council issues affecting the Parish and receive Report from County Councillors (if any)**

a) **To receive reports from County Councillors** – The following reports were received:

**Cllr Andrewartha –**

- The decision to close the Dursley Training Unit had been rescinded and a further service review was being undertaken, following legal advice after a High Court challenge.
- The remainder to the Glebe House building was being transferred to the GL11 Project, which would enable them to expand their services to offer support where County services are being withdrawn.
- The matter of members' Allowances was the subject of debate and political controversy

**Cllr Tipper –**

- The outcome of the public transport review was awaited
- Parish Councillors were encouraged to attend forthcoming open days at the fire station (9<sup>th</sup> July) and GL11 Project (20<sup>th</sup> July)

A question was raised with regard to the fire station, in terms of community use of the facilities there, which it was reported was not being encouraged. County Councillors confirmed that policy was to encourage such use –

further details of problems encountered would be sought in order for this to be investigated.

**11.109. To Discuss District Council Matters Affecting the Parish and Receive Reports from District Councillors (if any)**

a) **To receive reports from District Councillors** – the following reports were received:

**Cllr Andrewartha –**

- There appeared to be very little business on the agenda for the next Council meeting
- The latest view on housing allocation figures was that an additional 3199 homes would be needed in the period to 2025. A total of 5 sites were currently being considered: Hardwicke, Stonehouse, Eastington, the canal corridor and North East Cam. The apparent officer favourite was Cam, although it was possible that a cross-party committee would be formed to achieve a consensus view.
- Changes to the scheme of delegation for planning would include the introduction of public speaking at Development Control Committee, although this would be limited to a total of 3 minutes for the local member, the parish council, members of the public and the developer/applicant. It was confirmed that parish councils would no longer be invited to sites meetings (partly because advice had been that to invite the parish council but not the developer would be open to legal challenge), but that their views would continue to be taken into consideration.

**11.110. To receive monthly financial reconciliation report**

Circulated and approved

**11.111. To note accounts for payment, sign cheques and note additional payments made**

Following verification by the Internal Controls member, the list of payments as attached was noted and approved and cheques signed.

**11.112. To appoint internal controls Member for July and August accounts**

July accounts – Cllr Sherman

August accounts – Cllr Whatling

**11.113. To confirm arrangements for meetings during August**

Although Council does not normally meet in August, it was noted that this year, there are at least two major issues that might require a meeting – the Chapel Street development project and the work to provide a local youth service. In order to be flexible to respond to any issues relating to these matters no firm date was set for an August meeting, but any necessary meeting would be arranged as appropriate. Councillors who are aware of dates they would be unavailable during August (e.g. because of annual holidays etc) were asked to notify the Clerk as soon as possible so that this can be borne in mind when making any meeting arrangements.

It was also noted that the Clerk would be on annual leave from 14<sup>th</sup> July – 1<sup>st</sup> August, which might impact on meetings and decisions in relation to the Chapel Street development. The Deputy Clerk would be available during this period, but the Development Committee and Project Management Board were made aware that an additional commitment might be needed from them during this period.

**11.114. To note items for information or referral only**

**Bus Services** – It was reported that Swanbrook was not re-tendering for the rail bus service – it was not known whether any other tenders had been submitted.

**Highways** – it was noted that the Stakeholder Manager has a small budget available for local projects – P&H Committee would notify him of any issues it feels should be addressed.

There being no further business, the meeting was declared closed at 7.50pm.