

Minutes of the meeting of **Cainscross Town Council's Virtual Full Council** held on Monday 26th April 2021, commencing at **6.00pm**.

Present: Councillors G Barton
D Dale
L Gray
D Prosser
R Scott-Hodgetts
C White

In Attendance: Clerk - Jeni Marshall
Assistant Clerk – Emily Forgione
Project Officer - Jessie Hoskin

Also in Attendance One member of the public

Apologies: Councillor A Cross
Councillor R Smith

Absent: Councillor C Novoth
Councillor J Miles

FC272/21

To receive apologies
Apologies were received as above.

FC273/21

To confirm the minutes of the last meeting of the Council
The minutes of the last meeting of the Council held on Monday 29th March were approved as a correct record and will be signed when the office re-opens.

FC274/21

To receive any declarations of interest
None received.

FC275/21

To receive any representations or questions from members of the public
None present.

FC276/21

To receive the Clerk's report
The Clerk reported as follows.

- She has spoken to Severn Trent regarding residents' concerns about the work and access in Meadow Lane. They have been extremely helpful and are consulting with residents and will keep us updated. I have also emailed the residents who are grateful for the Council's help and support.
- Complaints have been received from residents on Cashes Green Road regarding speeds and the need for a crossing for children going to St. Matthews School. She is meeting with highways on the 13th of May during school run hours to look at the situation.
- The first half of the precept has now been received.
- The end of year process is now well underway but taking up a considerable amount of the Clerk's time.
- The Kickstart papers have now been sent to GCC and should be approved shortly and then the recruitment process can begin.
- Complaints have been received from a local resident regarding loud music at FCMUGA. Advice has been given as well as the Neighbourhood Wardens and PCSO being contacted.

- A complaint has been received from a local regarding teenagers playing in Victory Park Play Area. I have explained although they are not encouraged into the park if they are not doing any harm there is little we can do and if they are causing harm then she should call the Police.
- She has attended a Zoom meeting with Siobhan Baillee and Kathy O'leary amongst others regarding Tricorn House and understands there is another developer involved. Siobhan is in contact and will work with District Council
- Councillor Cross' nomination papers appear not to have been processed by District Council and therefore he will co-opted back on to the Council at the next suitable meeting.
- In the absence of the Four Wards Newsletter the staff and Councillor White are preparing some on-line newsletters using Canva. The first is due to launch after the annual meeting.

FC277/21**To receive an update from The Project Officer**

The Project Officer reported that she has had an initial meeting with Cahes Green Community Centre trustees to define the role the decide first steps. She also has an initial meeting with Groundwork took place this week. This meeting was to decide if Cainscross Town Council will partner with Groundwork – a federation of charities who assist in the consultation, design and funding – email sent to councillors for more information on Groundwork before the partnership is approved. The Project officer also reported that the crowdfunder for the bike track is now live and we have received £1000 from Renishaw for the build. All quotes for the defibrillator have been received. The total, including installation is roughly £1700. Councillor's might like to consider if a motion censored light also needs to be installed. Additional costs of £600 per year for batteries and replacement pads also needs to be considered.

FC278/21**To discuss upgrading the website considering some recent concerns**

The Assistant Clerk reported that there are concerns regarding the accesibility & functionality of the website. Some research has been carried out, looking at other local councils websites & their functionality – concluding that our current website is outdated and limited due to it's age, the main focus is on accessibiilty in line with our requirements as a Council and it's ease of use in all formats. The Assistant Clerk has been in contact with a number of local companies who may be able to help with an overhaul of the website and discovered that costings from what has been recieved so far will be approx. £1500-2000 upfront, with an ongoing annual cost for hosting, support and licensing. It was concluded that more information would be gathered and the information would then be passed on to councillors for review. It was also suggested that the councillors took time to have a look at Brimscombe and Thrupp and Stroud Town Council's websites, where they could see a good, up to date example of a responsive, and compliant website.

FC279/21**To consider the use of unused and uncultivable space at the Cainscross and Cashes Green allotment sites following enquiries from residents.**

The Clerk asked the Council to consider two different areas.

First there is an area at the Cashes Green Allotment site in front of the Allotment building which is a small triangular patch of grass. Pinnacle have asked if they can use this area when using the allotment building and the Clerk has negotiated that if this is to happen, she would expect allotment holders to be able to use the toilets. Members agreed to this in principle but requested that Pinnacle put their requests in writing so Council can consider whether this would need to be a legal document.

FC280/21 To consider future annual charges for Cainscross and Ebley Allotments
 Members considered the areas in question at Cainscross Allotments and agreed that the land bordering the property Ilfradig could be let under an allotment agreement.
 Another request has also been received from Pinnacle who manage the Applewood estate. They have now agreed ownership of the allotment building and would like to use the small triangular area in front of the building. The Clerk has negotiated that in return for this allotment holders should be able to use the toilets. Members agreed this is principle but asked that the request and any agreement be put in writing so they could decide if a legal agreement would need to be drawn up.

FC281/21 To consider and note the change of legislation regarding Public Rights of Way (PROW)
 The information was noted and the Cler agreed to send members a link to the map at County Council. She explained that this would not be the definitive map as this could only be viewed by appointment at Shire Hall.

FC282/21 To consider a new lease for Cainscross Toilets
 The Clerk explained that the 5-year lease has now come to an end and the lease has been quite onerous on the Council regarding repair clauses. She has negotiated a new lease where the onus for repairs to the interior, white goods and exterior are with District Council as well as the Legionella testing, Members considered the new lease and resolved to accept the terms subject to an amendment to the opening hours.

FC283/21 To consider signage for the office and open spaces
 The Clerk has designed two signs, one for the office and one for the open spaces. Members approved the signage for the office and the enhanced signage for the open spaces designed by Councillor White. They asked the Clerk to email Councillors with proposed locations for the signs at each of the open spaces.

Planning, Highways, Amenities & Recreation

FC284/21 To consider the following planning applications

- S.21/0934/HHOLD 7 South View, Foxmoor Lane - two storey rear extension & new detached garage - Support
- S.21/0929/HHOLD 67 Renard Rise - Single storey rear extension - Np observations

FC285/21 To note any planning decisions
 The planning decisions and appeals were noted.

Finance, staffing and Policy

FC286/21 To note the minutes of the Finance, Staffing and Policy Committee
 The minutes of the Finance, Staffing and Policy Committee were noted.

FC287/21 To consider and note the Internal Audit
 The Internal Audit report was considered, and it was noted that the report was very good.

FC288/21 To note the CIL payment and consider adding this to the Inclusive Play area Earmarked Reserve
 Members resolved to add the CIL funds to the Inclusive Play Area Reserve

FC289/21

To confirm the date and time of the next meeting of the Council

The next meeting will be held at 6pm on Monday 24th May 2021 using Zoom.

The meeting concluded at 18.58

Signed

Dated

Actions

FC277/21	Continue with grant funding	Project Officer
FC278/21	Continue with research and send Cllrs links of other websites for consideration	Assistant Clerk
FC279/21	Email Cainscross allotments, householder and Pinnacle	Clerk
FC280/21	Prepare new agreements and invoice	Clerk
FC281/21	Send Cllrs link	Clerk
FC282/21	Email solicitors	Clerk
FC283/21	Complete signs, sort locations and order	Cllr. White / Clerk
FC284/21	Send in planning responses	Assistant Clerk
FC288/21	Move CIL to earmarked reserves	Clerk