

Minutes of the of **Cainscross Town Council's Full Council Meeting** held on Monday 26th February 2024 commencing at **6.00pm**.

Present: Councillors: Adrian Cross (Chair)
 Deb Balster
 James Booker
 David Dale
 Gavin Lindsay
 Linda Stinchcombe

In Attendance: Clerk – Jeni Marshall
 Assistant Clerk – Emily Forgione

Also in attendance: County Councillor John Bloxsom
 District Councillor Jenny Miles

Apologies: Elaine Burnett
 Christine Fewster
 Az Jasat
 Chris Stanley
 Clive White (Vice Chair)

FC194/24 To receive apologies
 Apologies were received as above

FC195/24 To confirm the minutes of the last meeting of the Council
 The minutes of the last meeting were confirmed and duly signed.

FC196/24 To receive any declarations of interest
 There were no declarations of interest received.

FC197/24 To receive any representations or questions from members of the public
 Two members of the public were present to discuss matters relating to an item on the agenda. Item FC203/24 was brought forward and discussed at this time.

FC198/24 To receive the officer reports
 A report from the Clerk was received as follows -

Big congratulations to the Assistant Clerk who has passed her ILCA (introduction to local council administration).

Victory Park – The new youth shelter is in situ and already appearing to be very positive and well used. At the point of writing this, there has been no vandalism!

Elm Road – the hedge planting as previously approved is taking place on the 14 and 16 of March and Stroud Valleys Project are also going to add a few pollinators patches at the field to see if they are successful.

QEII Field – Stroud Gardening Club wound down last year and wished to donate some trees and perhaps a bench to the benefit of the local community. The trees donated are a silver birch, liquid amber and Japanese cherry and have been planted with the help of Stroud Valleys Project

Staffing – Our new Administration Assistant Louise, will be starting with us tomorrow. Please feel free to pop in and introduce yourselves.

The Assistant Clerk and Project Officer attended some free AI training and found it to be very interesting and potentially useful.

I have ordered some outside chair covers for the chairs stacked in the cage to save the Groundsman having to clean them each time they need to be used.

The Groundsman's van was belching white smoke, so it was taken to the garage. The turbo had gone, and the cost was £1000. This was agreed with the Chair as an emergency repair and the garage advised the repair was worth doing as there was nothing else obviously wrong with the van and to buy an equivalent van would cost 5/6k.

The internal audit has been carried out and we are now waiting the report. As far as I am aware we had a pretty clean bill of health with just a few minor comments. I will report back to Council once the report is received.

- FC199/24** To receive any reports from County and District Councillors
A report was received from District Councillor Jenny Miles and circulated before the meeting, please see appendix A.
- FC200/24** To note the minutes of the last Finance, Staffing and Policy meeting
The minutes of the last finance and staffing meeting were noted.

Planning, Highways, Amenities and Recreation

- FC201/24** To consider the following planning applications.
- S.24/0259/HHOLD - 63 Home Orchard, Ebley - Erection of a single storey side / rear extension. Resubmission of S.23/1816/HHOLD - Noted.
- S.24/0111/CPE - 76-78 Greenaway's, Ebley - Application for a Certificate of Existing Lawfulness for continued use as a single dwelling - Noted.
- FC202/24** To note any planning decisions
The planning decisions were noted.
- FC203/24** To consider a letter from a resident of Westward Road regarding speeding and a response from the Highways Manager
Two residents of Westward Road attended the meeting to discuss the speed that cars travel on Westward Road at non-peak times. A letter was received prior to the meeting from Mr. Neal with further letters and notes of support from fellow residents. It is proposed by Mr. Neal that the council might support the residents in a campaign for some traffic calming along the stretch of road following on from Cainscross roundabout to Ebley. After due discussion by the Council, it was agreed that they would be happy to provide any advice or support for a campaign, and it was suggested that a speed awareness group should be formed by residents.
- FC204/24** To agree way forward with potential contractors/costs for the bike ramps
A report from the Project Officer was circulated before the meeting, after due discussion it was decided that the potential costs of the bike ramp renovations were too high, and it should be scaled back. It was agreed that the project should

be completed on a smaller scale and a less permanent solution should be considered. The project officer will look at the plans again and move forward with the plan for a more natural surface but remain with the idea of involving an expert to create a suitable track. Relevant funding can be applied for once a clearer timescale is confirmed.

- FC205/24** To consider working with residents to repair a phone kiosk
A letter from a resident regarding the refurbishment and re-purposing of a phone box in Ebley was considered, it was agreed that the council and the resident would work together to re-purpose the phone box as a community library.
- FC206/24** To consider a quotation for repairs to the Lawn bus shelter
A quotation was presented to councillors; the previously agreed plan for the bus shelters within the budget was considered and it was agreed that the quoted works should go ahead.
- FC207/24** To consider the purchase of a coded key safe for regular hirers using the hall out of office hours
After a brief report from the Assistant Clerk on the increase of hall users, it was agreed that it would be a suitable decision to purchase and install a substantial, lit key safe that could be used by users on a regular basis for access to the hall, however it was decided that one off hall users would still have to visit the office to collect keys in person.
- FC208/24** To consider key holders for the park gates in the event of an emergency
After discussion it was agreed that a close resident would be responsible for holding one key for the Victory Park gate and another could be identified as suitable by the staff.
- FC209/24** To consider the purchase of an additional noticeboard for the pavilion foyer and a leaflet holder in the hall
A quotation was given for a small noticeboard to be placed in the foyer so that the staff can share more information with pavilion users, this was agreed to by all Council members.
- FC210/24** To consider repairs to the Groundman's van
This item was discussed in retrospect as the Clerk asked the advice of the chairman in advance of the meeting due to the urgency of the works needed. It was reported that the mechanic had advised that works to the van were in the council's best interest as it would cost a considerable amount more to replace the van like for like. This was agreed and works were agreed necessary.
- FC211/24** To note any training / meetings attended by staff or Councillors
The Project Officer and Assistant Clerk attended AI training with the VCS Alliance at the University of Gloucestershire on the 13th of February.
- FC212/24** To consider any items for inclusion on future agendas
Cllr Balster requested a confirmation date for a community litter pick to be discussed by the working party and confirmation of this would be reported to Full Council on the next agenda.

FC213/24 To confirm the date and time of the next meeting of the Full Council.
The next meeting of the Full Council will be held on Monday the 25th of March.

The meeting concluded at 7:10pm

Signed

Dated

Actions

FC205/24	Contact resident and agree plan for phone box	Clerk
FC206/24	Instruct works to bus shelter	Clerk
FC207/24	Order Key safe and install	Assistant Clerk/Groundsman
FC208/24	Identify and contact potential key holders	Clerk/Assistant Clerk
FC209/24	Order leaflet/literature holders & noticeboard and install	Assistant Clerk/Groundsman
FC201/24	Send in planning responses	Assistant Clerk
FC204/24	Look at plans and contact relevant organisations for quotes	Project officer

Appendix A

Feb 26 Town Council - Jenny Miles

Stroud District Council is going through its budget process and will vote on its March 22nd. We have a balanced budget and can meet our capital program and delivery services, although there are pressures. We have been through our independent audits and passed inspection.

The housing revenue budget is under pressure due to inflation and getting skilled workforce in place to deal with repairs and maintenance. The housing service has been undertaking a workforce review to ensure they are using staff in the best way and is also preparing for the implementation of the new social housing regulation act, where we will have OFSTED type inspections on such things as stock condition, consultation and listening to tenant views, governance and key performance indicators.

Planning

I have received an update concerning the 5th dimension site which I have sent to the clerk should you wish to read it. Parking is now in line with local plan requirements.

On Tuesday the canal missing mile application is going to plan this is part of the lottery bid.

The council has been running a series of information events for district and council elections on May 2nd.

Cost of living crisis

Food bank usage statistics three-year comparison 100% increase since 2021 top five wards in December 2023 were 1 Dursley 2 Stonehouse 3 Stroud Slade 4 Cainscross 5 Cam Ward