

NAILSWORTH TOWN COUNCIL
MINUTES of the ANNUAL MEETING of Nailsworth Town Council
held at the Town Hall, Nailsworth
on Wednesday 24th May 2017

Present	Cllr Jonathan Duckworth (Town Mayor) Cllr Paul Francis Cllr Robert Maitland Cllr Sally Millett Cllr Angela Norman Cllr Steve Robinson Cllr Anne Elliott Cllr Myles Robinson Cllr Ron Kerby Cllr Sue Reed Cllr Mike Kelly
Apologies	None

Ref. No		Action
2017/001	<p>Declaration of Acceptance of Office Following the election in May 2017 Cllr Mike Kelly was welcomed to the Council.</p>	
2017/002	<p>Election of Town Mayor The current Mayor Cllr Jonathan Duckworth stood down and the Deputy Mayor presided over the election of the Mayor. Deputy Mayor Cllr Sue Reed thanked Cllr Jonathan Duckworth for his hard work particularly with reorganising NTC's systems.</p> <p>Cllr Jonathan Duckworth said that in his first year Council had focussed on systems, finances and procedures of the council, as cllrs' have responsibility for seeing the council is properly managed. He saw the next stage to manage the work of council. NTC achieves a lot but could do more with less muddy timelines and responsibilities. NTC has the Town Action Plan as the backbone of council's work and to shape the town's future. Cllr Jonathan Duckworth said he would like to see work on the "outstanding actions" which Justine has been preparing for committees and would like to see Chairs of each committee and Working Party being responsible for an action list with dates and names to be reported back to council.</p> <p>NTC is an important council and it should look seriously at involving others in the town more. It isn't healthy for just cllrs to be doing the work. New faces bring new ideas, enthusiasm and diversity and the cllrs of the future.</p>	

	<p>Cllr Myles Robinson proposed Cllr Jonathan Duckworth for a second term, seconded by Cllr Ron Kerby and unanimously agreed.</p>	
2017/003	<p>Election of Deputy Mayor The Deputy Mayor Cllr Sue Reed stood down and the Mayor Cllr Jonathan Duckworth presided over the election of the Deputy Mayor.</p> <p>Cllr Jonathan Duckworth thanked Cllr Sue Reed for her work over the year as Deputy Mayor. Cllr Paul Francis proposed Cllr Sue Reed as Deputy Mayor. This was seconded by Cllr Steve Robinson and agreed unanimously.</p> <p>Cllr Sue Reed said she had really appreciated working with a new team and have learnt a huge amount from this team. NTC have started some new initiatives to encourage people in the town to get involved and she welcomed the chance to take this work to the ground and move this forward.</p>	
2017/004	<p>Apologies for absence None</p>	
2017/005	<p>Declarations of Interest & Applications for Dispensations There were no declarations of interest or applications for dispensations</p>	
2017/006	<p>To consider a report from residents about S.17/0499/FUL Egypt Mill Rob Kellow, representing residents of Goldwater Spring, gave a presentation on this recent planning application.</p> <p>Rob Kellow said that while the latest plans open up the site reflecting its industrial heritage as a former goods yard, residents have concerns about Highways access and parking for the current proposal and future plans which have been outlined by applicant Matthew Webb. The recent application includes parking for 90 vehicles for hotel. It also includes a covered parking area of 11 + 14 parking spaces which the applicant has said are intended for use in a future development of retirement flats and houses extending towards Dunkirk Mill ponds. Residents feel that including the covered parking area in the recent application would not fully highlight access and parking implications incurred by the future development.</p> <p>After some discussion about these implications it was agreed that while NTC are fully in favour of more business and jobs for the town, they would ask SDC that the covered car park intended for future development be</p>	Clerk

	excluded from this application. A form of words was agreed and the Clerk was asked to inform SDC.			
2017/007	Consideration of planning applications received as follows:		JD/RM/AE/RK	
	CONSULTATION			
	Ref	Detail		Comment
	a) S.17/0850/OUT Forest Green Rovers FC, The New Lawn, Smiths Way, Forest Green	The demolition of The New Lawn Football Stadium (Forest Green Rovers FC) and re-development to provide the erection of up to 95 dwellings		Cllr Jonathan Duckworth asked for a small group of cllrs to work with him to outline NTC's response to this application (Cllrs Robert Maitland, Anne Elliott and Ron Kerby) and for the Clerk to check the deadline for comments
	b) S.17/0955/CPL 32 Highwood Drive Nailsworth	Proposed rear conservatory		No observations
	c) S.17/0949/HHOLD Pentecot Dark Lane	a) Amend existing permitted 'Juliet' balcony to full balcony approx. 900mm projection		No observations
	d) S.17/0883/REM Land At, Pike Lane	Approval of reserved matters appearance, landscaping, scale and layout for residential development of up to 17 dwellings		Cllr Jonathan Duckworth handed out a draft response to this application (see Appendix A). All agreed with the response.
INFORMATION				
e)S.17/0940/DISCON Plot 1 Land At Windsmeet, Dark Lane	Discharge of conditions	Noted		
f) S.17/0895/DISCON The Crest Nympsfield Road, Forest Green	Discharge of condition 3 (Materials) - S.14/2247/FUL	Noted		
			Clerk	
			Clerk	

	g) S.17/1020/TCA Pensile House, Pensile Road	Ash tree - To be felled	Noted	
	h) S.17/1045/TCA Watledge Bank House, Watledge Bank	2 Silver Birch - reduce height Holly - Trim hard all over, Laurel - trim back hard	Noted	
2017/008	<p>To confirm minutes of council meeting held on 2 May 2017 and minutes of the Environment Committee meeting held on 2 May 2017</p> <p>Full Council: proposed Cllr Robert Maitland, seconded Cllr Sally Millett and agreed unanimously. Environment committee: proposed Cllr Robert Maitland, seconded Cllr Sally Millett and agreed unanimously.</p> <p>Cllr Sue Reed added that Bee Friendly Garden certificates are now available and asked cllrs to distribute these throughout June/July.</p>			All
2017/009	<p>Matters of Urgency</p> <p>Cllr Sue Reed reported on a meeting that day about a Locality Plan for preschool provision. The meeting agreed to look at funding for 3 years. Home-Start are working with GRCC to produce a business plan for NTC's meeting on 18 July.</p> <p>Cllr Angela Norman said Home-Start has been taking responsibility for seeking other funding to support this plan. Cllr Jonathan Duckworth said Home-Start needs to involve the Clerk in these funding plans early in the process and Cllr Sue Reed agreed to meet the Clerk about the business plan and funding.</p>			SR/Clerk
2017/010	<p>Appointment of Committees, Working Parties and election of chairs</p> <p>All cllrs were happy to stay in their existing committees. Cllr Mike Kelly joined the Environment committee</p> <p>Cllr Myles Robinson wished to step down as Chair of Rec & Am committee and Cllr Jonathan Duckworth thanked Cllr Myles Robinson for his work as Chair. Cllr Ron Kerby was willing to step forward as Chair and there being no other nominations was elected unopposed.</p> <p>Cllr Sue Reed (Chair of Environment committee) suggested dates are set for each Chair to work on committee agendas with the Clerk and Deputy Clerk.</p> <p>Cllr Anne Elliott stayed as Chair of Personnel committee.</p> <p>Working Parties:</p>			SR/RK/Deputy Clerk/Clerk

	<p>Cllr Mike Kelly joined Market Street Working Party with Cllr Steve Robinson as Chair. Cllr Steve Robinson stood down from KGV Buildings Working Party. Cllr Anne Elliott joined the Civic Centre Working Party. Cllr Myles Robinson is Chair of Civic Centre Working Party. Cllr Sue Reed is Chair of Flood Risk Working Party. Cllr Ron Kerby is Chair of KGV Buildings Working Party. Cllr Robert Maitland is Chair of Asset Transfer Working Party. Cllr Mike Kelly joined Neighbourhood Plan Working Party</p> <p>Representatives on outside bodies: Cllr Angela Norman raised a point of discussion that the Arkell Centre Trust be included in the reports from outside bodies. There was some discussion about the constitutional need for the Arkell Centre to be kept separate and to prevent confusion between the very different roles of a Councillor and a charity Trustee.</p> <p>It was agreed that a brief report to NTC meetings would be useful and the first job would be to get in place an agreed plan, decide what the management committee (Trustees) can and should be doing and recruiting people in the community to help. Governance and management needs to be discussed at the next ACC meeting.</p> <p>Cllr Sue Reed recommended the Arkell Centre Trust is included in reports from Representatives of outside bodies. Proposed Cllr Sally Millett, seconded Cllr Steve Robinson.</p> <p>Changes to Representatives on outside bodies: Cllr Angela Norman became NTC's representative for GRCC Cllr Sue Reed became NTC's representative for Nailsworth Climate Action Town (new volunteer group)</p> <p>Cllr Jonathan Duckworth observed there had been very few reports back to council from representatives so may need to do more in future.</p>	<p>Clerk to update lists</p>
<p>2017/011</p>	<p>REPORTS COUNTY COUNCILLOR REPORT County Councillor Steve Robinson was welcomed as the new County Councillor. C Cllr Steve Robinson said he'd had planning induction training and learnt there are just over 100 waste sites in Gloucestershire and over 50 active quarry sites. County Planning handles major infrastructure such as schools.</p>	

	<p>C Cllr Steve Robinson intends to be at Nailsworth Farmer's Market talking to the public and he invited NTC cllrs to join him for surgeries at least twice a year, maybe in the library foyer in winter months.</p> <p>C Cllr Steve Robinson is on the Crime and Police panel.</p> <p>C Cllr Steve Robinson had an initial meeting with Andrew Middlecote (GCC Highways) and will circulate a date to cllrs for a further meeting to discuss Nailsworth matters.</p>	
2017/012	<p>DISTRICT COUNCILLOR REPORT</p> <p>Cllr Steve Robinson has been elected as SDC Chair of Communities & Licencing.</p> <p>There are just 6 residents left in Ringfield Close/Tanner's Piece. Cllr Jonathan Duckworth added these residents have been told if they move away and want to move back then they will get first refusal on moving back to Ringfield Close/Tanner's Piece.</p> <p>Cllr Steve Robinson reported that SDC garages in Newmarket Rd (next to the Britannia Inn) will be demolished and turned into 15 extra car parking spaces.</p>	
2017/013	<p>TOWN MAYOR'S REPORT</p> <p>The report previously circulated was noted.</p> <p>Cllr Jonathan Duckworth confirmed he had written to FGR to congratulate them on their win.</p>	
2017/014	<p>DEPUTY MAYOR'S REPORT</p> <p>Cllr Sue Reed and Cllr Angela Norman had attended a workshop on 'asset based community development' which was excellent. Cllr Sue Reed offered to do a training session for NTC cllrs.</p> <p>Congratulations to Nailsworth Festival which started last week and is run by a group of volunteers who spend a lot of time putting together the programme for the town.</p>	SR/Clerk to arrange date
2017/015	<p>TOWN CLERK'S REPORT</p> <p>The report previously circulated was noted.</p> <p>Cllr Robert Maitland said Tesco's attitude to the recent anti-social behaviour was deplorable. All agreed that Cllr Robert Maitland and the Clerk would draft a letter to Tesco's CEO Dave Lewis.</p> <p>Cllr Sally Millett praised Morrison's reaction which gave a strong message to the perpetrators and stopped the problem of shoplifting.</p>	RM/Clerk
2017/016	<p>REPORTS FROM REPRESENTATIVES OF OUTSIDE BODIES</p> <p>Cllr Anne Elliott reported from FGRA that there was a lack of support from residents but the group decided it would carry on until Christmas then assess if the</p>	

	<p>residents' association is still needed. FGRA decided to work more closely with the Arkell Centre sub-committee for ACC events which include Pop Up café for breakfasts at half term 9-11am; Craft Day 2nd June; Christmas party provisional date 17th December. It would be good to see cllrs supporting these events.</p> <p>Cllr Jonathan Duckworth suggested that with the FGR New Lawn outline planning application it was an opportunity to gain new voices. Cllr Steve Robinson said the proposed new community development worker for Forest Green (SDC) will help with this.</p>	
2017/017	<p>To complete the Annual Governance Statement for the Year Ended 31st March 2017</p> <p>Cllr Ron Kerby asked the Clerk to confirm with NTC's insurers again that NTC's cover includes cover for ACC Trustees liability, buildings and contents insurance.</p> <p>Proposed Cllr Myles Robinson, seconded Cllr Robert Maitland and agreed unanimously.</p>	Clerk
2017/018	<p>An update on the Annual Return for 2016/17</p> <p>There being no questions on this update Cllr Jonathan Duckworth thanked Clerk and Deputy for their work.</p>	
2017/019	<p>To approve the renewal of the council's insurance</p> <p>In response to a question from Cllr Sally Millett regarding the quality of service the Council was receiving from its insurers, the Clerk said that she felt NTC was getting good service from their current insurers and that NTC had recently benefitted from cover which would have otherwise incurred costs of £7,500.</p> <p>Cllr Steve Robinson thanked the Clerk for getting such a good price for the insurance.</p> <p>Recommendation 2 (insurance for 3 years) was proposed by Cllr Anne Elliott, seconded by Cllr Ron Kerby and agreed unanimously.</p>	Clerk
2017/020	<p>To approve the Schedule of Meetings for the forthcoming year</p> <p>The suggested changes were proposed by Cllr Sue Reed, seconded by Cllr Anne Elliott. All were in favour with one abstention.</p>	
2017/021	<p>To review the Reserves held at 31 March 2017</p> <p>The report on the Reserves suggested the following changes:</p> <p>616 Exterior painting Town Hall: move to General Fund 614 Norton Wood: agreed name change to 'Emergency tree work' and reduction to £4,000 641 Shortwood churchyard: move to General Fund 633 Environmental enhancement: change name to reflect Market Street/town centre improvements 672 Seat provision: suggest move to General Fund</p>	

	<p>642 MUGA: move £3021.25 from General Fund and claim £4875 from Section 106 for project</p> <p>643 Town redevelopment: move to General Fund</p> <p>649 Youth Worker redundancy: to be added to the Youth Provision grant and this Reserve closed</p> <p>These changes were proposed by Cllr Robert Maitland, seconded by Cllr Ron Kerby and agreed unanimously.</p>	Clerk to update Reserves
2017/022	<p>ACCOUNTS</p> <p>a) to agree payments in accordance with the budget as listed in the attached report</p> <p>Proposed Cllr Sue Reed, seconded Cllr Paul Francis and agreed unanimously</p>	
2017/023	<p>Grant applications from</p> <p>a) Dunkirk Mill Museum:</p> <p>This money can come from Reserve set aside for Dunkirk Mill Museum. The Clerk was asked to see if NTC can order the work and so claim back the VAT for this project.</p> <p>Spending the Dunkirk Mill Museum Reserve was proposed by Cllr Anne Elliott, seconded by Cllr Robert Maitland and agreed unanimously.</p> <p>b) Great Western Air Ambulance</p> <p>Cllr Jonathan Duckworth queried whether this application meets NTC's policy. There was a discussion about how much money would be left in the grant budget in the light of the usual Nailsworth Festival donation (usually £2000) not yet taken out of grant funding.</p> <p>Great Western Air Ambulance application was deferred to the next full meeting in consideration of the time and need for clarity on the grant budget available.</p>	<p>Clerk</p> <p>Clerk</p>

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Town Mayor

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Date

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