

**NAILSWORTH TOWN COUNCIL  
MINUTES**

Meeting of the Town Council at the Town Hall, Nailsworth  
on Tuesday 16 October 2007

Present	Cllr N I Kay (Town Mayor) Cllr W S Affleck * Cllr J A Byrne Cllr J Eddyshaw Cllr B Jayes Cllr J R Nicholson Cllr S Robinson Cllr Mrs S E Thorpe Cllr Mrs J M Way
Also present for part of the meeting	District Cllr R T H Blackwell PCSO Adam Parry Jones
Apologies accepted	Cllr J D Bratby , Cllr A G Wheeler County Cllr W S Waddington

\* Denotes absence from part of the meeting

**2007/136 PCSO Adam Parry Jones**

PCSO Parry Jones offered to answer questions on behalf of duty PCSO Phillipson who was unable to attend this evening's meeting. Cllr Robinson advised that he and PCSO Phillipson would be meeting with the young ramp engineers at Miles marling field to agree how to make these safe.

PCSO Phillipson had been based at Nailsworth police station over the last month on a trial basis, which had led to the station being open to the public more often. Feedback was requested as to whether this was a good idea. Cllrs commented that it would be helpful if the station door was left open at such times, or a note put on the door, so that the public was aware it was open for business. Cllrs welcomed the increased opening of Nailsworth police station and would write to Sergeant Irving at Stonehouse to encourage continuation of this initiative.

**2007/137 COUNCIL MINUTES**

The minutes of the meeting of the Council held on 18 September 2007 were approved and signed with the following corrections:

Penultimate line on page 245 – " . . . made some alterations to the **fence** . . . "

Second line on page 246 – " . . . that SDC could **do** nothing . . . "

Minute 115 – Cllr Mrs Thorpe felt that Cllr Waddington had indicated a greater likelihood of government funding contribution towards flood damage repairs than was reflected in the minutes, but the meeting felt the record was accurate.

**2007/138 YELLOW LINES HORSLEY ROAD (minute 2007/113)**

Cllr Jayes advised that the lines had finally been painted and he had written a note of thanks to GCC Highways.

**2007/139 SECOND HOMES FUNDING (minute 2007/114)**

The clerk had emailed to Cllrs the information received. Bids were to be submitted by 22/23 November with a total amount available of £75-£80k, and the mayor suggested bids in the region of £5000 would be appropriate. Suggestions from individual Cllrs or committees should be passed on to the clerk.

**2007/140 matters arising from REPORT OF COUNTY & DISTRICT COUNCILLORS  
(minute 2007/115)**

Dilapidated culvert Chestnut Hill

Cllr Robinson confirmed that this had been dealt with.

Speeding problems Nympsfield Road

Cllr Robinson hoped that County Cllr Waddington would bring some news to the next meeting.

CHIP & PIN

Cllr Mrs Thorpe advised that implementation of the scheme had been delayed until January 2008.

Flood prevention at Dunkirk Mill

Cllr Eddyshaw had reviewed the Dunkirk Mill report which showed some thought had been given to managing the flood plains, and he looked forward to District Cllr Mrs Binns' update on the general situation in due course.

**2007/141 matters arising from MAYOR'S COMMUNICATIONS (minute 2007/116)**

Gloucester Market Towns Forum (GMTF) AGM

The mayor wished to thank those Cllrs involved with the very successful meeting and he had received an official thank you note from GMTF

Charity abseil

The mayor had duly completed his terrifying abseil down Eagle Tower and felt funds raised for Shortwood United FC had been well earned.

Name for Old Market development

Mr Beale's suggestions had been rejected by the developer.

**2007/142 MEETINGS (minutes 2007/129 and 2007/130)**

Car problems had prevented the mayor from attending the GAP&TC meeting on 13 October, and Cllr Mrs Thorpe from attending the GCC Highway seminar on 10 October.

**2007/143 REPORT OF COUNTY & DISTRICT COUNCILLORS**

District Cllr Blackwell advised that the recycling trials would start in the Stanleys on 24 October. A free breakfast meeting for energy efficiency advice would be held, aimed at businesses, on Thursday 18 October from 8-9.30am.

A Safer Community initiative was being trialled in Berkeley, following success in the north of the county. This was aimed at traders, giving advice on underage sales, parking problems and asking traders to be the eyes of the community.

Cllr Mrs Thorpe drew attention to the derisory £15k in SDC's budget for play areas across the district and asked Cllr Blackwell to add his protest to this inadequacy. SDC estates manager had attended the recent meeting of FG Residents Association; he had an item of play equipment available for the new play area at Norton Wood, but which would cost £7k to install.

Cllr Blackwell was asked to advise on the situation regarding Ms Hannah Drew, whose contract terminated end March, as Cllrs were keen not to lose the useful work of a Disability, Inclusiveness/Equality Officer, and there was no indication if the contract would be renewed.

Cllr Jayes reported that the new skip in Old Market for recycling drinks cartons was proving very popular and was permanently overflowing. Cllr Mrs Way had reported this via the telephone number on the skip and was advised the message would be passed on.

\* Cllr Byrne joined the meeting during the above discussions

In response to a query from Cllr Mrs Way, Cllr Nicholson advised that County & District Cllrs were not asked to provide a written report if they could not attend NTC's meeting as it was felt more valuable to hear from them in person, and for them to hear what NTC was discussing. The original invitation had been for District Cllrs to attend the meeting in rotation, but NTC was always pleased to hear from whoever was able to come.

**2007/144 TOWN MAYOR'S COMMUNICATIONS**

The mayor advised that he had been very busy on Council business, but would only refer to items of particular note, or which needed discussion.

The Thanksgiving Service for Mrs Sybil Bruce had been very appropriate and well attended.

Ms Carol Broughton, resident at the top of Chestnut Hill, had asked if a bench could be installed half way up the hill, and the question was referred to the Environment Committee.

The mayor had attended events at Ruskin Mill and Cotswold Chine School, and took part in the WRVS Week canvassing for volunteers to run the meals on wheels service.

**2007/145 REPORT OF DEPUTY MAYOR**

Cllr Affleck outlined the main points of the GCC Seminar on Civil Parking Enforcement which he had attended on 15 October, and his full report follows at the end of these minutes.

**2007/146 REPORT OF TOWN CLERK**

The clerk had nothing to add to her written report.

**2007/147 REPORT OF PROPERTY MANAGEMENT COMMITTEE**

In the absence of the chairman, Cllr Robinson presented the report of meeting of the committee held on 25 September and the minutes were approved.

**2007/148 REPORT OF RECREATION & AMENITIES COMMITTEE**

Cllr Byrne presented the report of the meeting of the committee held on 9 October and the minutes were approved.

Miles Marling field wall

The Clerk was asked to arrange installation of the kissing gate in line with the stile and wall, Mr John Lane GCC having confirmed that the footpath had to be kept on its definitive line. Mrs Pallestri would be notified in due course of the cost and be invited to contribute to the work.

Children's Centre

Cllr Eddyshaw was reassured that activities of the new Children's Centre would be contained within the Library and would not interrupt events in the Mortimer Room, to which access would be maintained at all times.

KGV extension access to woods

Cllr Eddyshaw was concerned that the unofficial access from KGV extension field into the woods, which then joined up with an official path, would by default make this a right of way. The clerk explained the intention to block the access, which had been made by Mr Smith contrary to council instruction, and notices would be put up making it clear there was no right of way.

Youth Forum

Cllr Robinson expanded on the reasoning behind the decision to have an initial exploratory meeting just for young people: 4 representatives from each of the Scouts, Guides, Ruskin Mill, Acorn School, Junction Youth Club. Once the principle to form a Youth Forum had been agreed, a second meeting would be held including adults to decide on the way forward. A grant of £25 was approved towards refreshments at the meeting.

In response to Cllr Affleck's concern that Nailsworth children of secondary school age, not belonging to the groups invited, would not be included, the mayor advised that these would be contacted at a later date through link people in the schools they attended.

Members of the committee discussed and agreed that the following items should be put forward as suggestions for the 08/09 budget –

	Revenue	Designated Fund
Painting of KGV changing rooms	£2200	
Painting of Pavilion	£2000	
Clock tower gardens planting	£1000	
Small MUGA & play equipment		£7000
Tennis court maintenance		£1000
Sculpture competition *	£5000	
Total	£10200	£8000

\* the clerk drew attention to the previous mayor's 'pig sculpture' project and warned against raising public interest without a clear forward plan, and recommended deciding on a location for the eventual sculpture before proceeding.

Members decided not to propose funds for the Dunkirk Mill footpath renovation, largely because this was on private land and classed as a 'permissive way' rather than 'designated public footpath' which could mean withdrawal of public right of way at a later date.

### **2007/149 REPORT OF PLANNING COMMITTEE**

Matters arising from last report (minute 2007/124)

The chairman advised that the tree pruning application 1773/TPO had been withdrawn.

The committee was agreed that a 'matters arising' agenda item was not required in light of the frequency of the meetings of the planning committee.

Cllr Affleck presented the report of the meetings held on 21 September and 2 October.

The revision of the Roger Evans study had been expected at the end of September and the chairman was trying to chase it up; if he succeeded, he would circulate it to cllrs.

The meeting was happy for the Planning Committee to make an appropriate response to the Strategic Housing Land Availability Assessment report.

Cllr Nicholson referred to the new SDC system that meant objections to planning applications would only be considered valid if they referred to the specific clauses in the Local Plan and other legislation which were allegedly being contravened. He queried how the public in particular could hope to have that information to hand and condemned SDC for slipping in the new ruling, making planning objections even more difficult. He also queried whether SDC planning officers passed on properly referenced objections, even if they disagreed.

Cllr Affleck advised that, when the online planning system was introduced some two years ago, cllrs had been advised at a training session that each application would show a list of the relevant clauses to which objections could relate. This however appeared not to be happening.

Cllr Bratby had undertaken to keep a record of applications to which NTC had objected in order to try and assess if NTC's comments had influenced the outcome in any way.

RESOLVED that the comments of the Planning Committee made at its meetings held on 21 September and 2 October 2007 be approved.

### **2007/150 FOREST GREEN COMMUNITY CENTRE**

Cllr Mrs Thorpe reported on the informal meeting held on 2 October with the mayor, Cllrs Bratby, Robinson, Mrs Way, and herself with Mrs Margaret Marshall and Mrs Sally Millett of the Forest green Residents Association (FG-RA).

Cllr Mrs Thorpe recapped on prior consultations and the need to review interest and commitment from the local community. The design for the hall had been chosen and it was anticipated the land would become available mid 2008. Mrs Millett had visited 3 centres in Devon and Cornwall and had identified that a board of trustees was recommended manage day to day running. Two of these centres were registered as charities. All had emphasised the need for a clear business plan and an employed person to manage the fund raising.

Next steps were discussed to include –

- Consultation with Ms Barbara Pond GRCC, village hall development expert, and Ms Alison Brown of Buchanan Partnership, town planner.
- Resolve which NTC committee should oversee continuation of the project – or create a new committee.
- Decide on ownership and management of the Centre; NTC or FG residents
- Re-consult with residents for clearer view on support for and potential use of the facility.
- Elect/employ a project manager and create a clear business plan
- Decide on how to raise building funds

Following discussion, it was agreed that cllrs would revisit the project at a training session inviting Ms Pond and Ms Brown to attend and the mayor would identify 3 evenings in November when the ladies were available so that a meeting could be arranged. The mayor would put together an agenda and would explain the situation to FG-RA so that it did not feel excluded.

Cllr Nicholson mentioned the Public Works Loan Board, which provided loans to local authorities for building projects, following permission obtained through GAPTC. Cllr Eddyshaw suggested a private finance initiative (PFI) might be appropriate.

#### **2007/151 ANNUAL AUDIT STATEMENT**

The clerk explained that the statement had been rejected with a couple of minor errors. There was a new paragraph in the form this year regarding trust funds, and the internal auditor's suggested response of "not applicable" had been rejected. KGV was no longer a registered charity and NTC was not sole trustee, so this no longer applied. However Hazelwood Bungalow probably did although the clerk was having difficulty in clarifying the exact situation.

RESOLVED with regards to the trust funds paragraphs in section 1 and section 2 of the Annual Return 2006/07, the response be changed from "NA" to "Yes" and the figure of £176,681 in Section 1 be altered to £173,681.

The motion was unanimously carried and the mayor and clerk duly signed the amended form.

#### **2007/152 PROPOSED AMENDMENTS TO STANDING ORDERS**

The proposals were noted for discussion at the November meeting.

#### **2007/153 ACCOUNTS**

The clerk clarified one or two items on the list

Item 186 – as the KGV field was no longer a registered charity, the Pavilion now attracted business rates, despite the clerk's attempts to have this waived because of its function as a village hall.

Item 202 – GCC appeared to have arbitrarily increased NTC's contribution to the youth worker by £1000. The mayor would locate the original agreement letter advising that there would be a slight inflation-based increase, so that a corrected invoice could be requested.

RESOLVED that the lists of accounts at 16 October 2007 (excluding item 202) amounting to £12,923.82 be approved for payment.

**2007/154 YOUTH WORKER**

Attention was drawn to the fact that the contract with Ms Tracy Young expired in 2009, so that thought should be given next year to the future of the post. At the outset of this arrangement, Nailsworth had been the only Gloucestershire town having to contribute to what should be a county council establishment post. Since then, other towns were being asked to participate, but none to such an extent. NTC was determined to continue pressing for Nailsworth's youth worker to be fully GCC funded.

**2007/155 FE&GP MEETINGS**

Members of the committee were reminded to attend a meeting on 12 November to consider grant applications and review the 2007/08 budget, and another on 28 November to consider the 08/09 Budget.

**2007/156 SDC – road closures Chriskindl Evening 30 November**

The usual temporary closures for the bus station, Old Market, car parks and Market Street had been notified and were approved.

**2007/157 Royal British Legion – Remembrance Service**

Cllrs were encouraged to attend this important annual town event on Sunday 11 November. The parade set off from the bus station at 10.30 for the service in St George's Church and wreath laying at the memorial. Cllrs were invited to join the parade and seats at the front of the church were reserved for them. Four people from Lèves were expected to attend this year's event and cllrs would be invited to attend a lunch in their honour.

**2007/158 Glos Police – change of date of CDRP meeting**

The meeting had been brought forward from 22 to 15 November.

**2007/159 Complaint re Gunbarrel Alley**

A resident of the Alley had written to complain that it was misused by drunken revellers on nights such as Chriskindl and Nailstock, and asked if it could be closed off on these occasions. Cllrs were not in favour of setting such a precedent and felt this was a matter of public order which should be handled by the police, who had apparently told the resident they were too busy to deal with the matter on these nights. The clerk was asked to respond to the resident accordingly, and as a last resort, refer her to SDC who would be responsible for any road closures.

**2007/160 Mr Richard Overthrow FGR-FC - banner**

Mr Overthrow had emailed on behalf of club supporters wishing to improve the exposure of the club in local and regional media, and asking to display a banner of forthcoming matches on the Clock Tower banner posts. Cllrs did not feel this fitted with the policy for the display of banners, which was not for the promotion of commercial businesses, and the clerk was asked to respond accordingly.

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Date

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Chairman

**Appendix – re minute 2007/145 – report of Cllr Affleck on the GCC Seminar on Civil Parking Enforcement on 15<sup>th</sup> October** at SDC offices. The seminar was led by Philip Williams, CPE Manager for GCC; Mark Arnot was also there. He is to succeed as SDC Officer responsible for CPE. Philip outlined the development of CPE in Gloucestershire.

The operation has been fairly rushed but they have been keen to build on experience elsewhere. The key stage seems to have been the review of existing Traffic Regulation Orders, TROs, to make sure that there was consistency between the schedules and road markings and signage; this took almost ten months to complete.

There was also a need to establish an agency, recruit staff, buy and install an IT system. SDC and Cotswold District will share the IT and administrative overheads so communication may be with an office in Cirencester rather than SDC.

The parking attendants will assume responsibility for both on- and off-street parking regulation enforcement but their powers are limited to stationary vehicles. Moving traffic offences and obstruction remain police responsibilities. The police will also have a role in 'out-of-hours' enforcement. The attendants will work a split shift covering 7am to 8pm but may be called out outside these hours in cases of special need. At the moment it is planned to have four attendants for the SDC area – which isn't exactly flooding the place!

CPE has cost rather over £1 million to set up and Philip estimates that it will take something like seven years to recover that up-front investment. CPE is supposed to be self financing from fines levied by ticketing. Philip was emphatic that attendants would not be 'incentivised' to maximise the number of tickets they issued. When (and if) CPE shows an operating profit these monies will be ring fenced and their use restricted to transport and environmental expenditure.

It was emphasised that the review of TROs had been for accuracy, not for appropriateness and there is an intent to return to this later. Exactly when is unclear since the obvious priority is to get the present system up and running properly first.

Parking tickets will be for £60 with a reduced rate (£30) if settled within 14 days. If tickets are not settled within 28 days the rate goes up to £90 and, at some stage it becomes a criminal offence. There is an appeal mechanism and the penalty is frozen at the time the written appeal is received; thus if the appeal is received within 14 days the maximum penalty if the appeal fails is still £30. It is important to follow exactly the laid down appeals procedure since failure to do so will almost certainly increase delays and result in a higher penalty level. Appeals are to be dealt with initially by the District but if they cannot there be resolved there is a body called the National Parking Appeals Service (NPAS) which can consider the case. There is a 60p levy on each ticket issued to support NPAS.

There is provision for trades-people to park while working on a job although the preferred course is for people to stop, unload, and then take their vehicle off to a car park. If someone wants to have his vehicle outside where he is working he should apply in advance for a waiver certificate. He can't do this when the attendant arrives to book him and the attendant doesn't have the power to issue waivers although the attendant does have some discretion to overlook 'parking' while unloading, etc. The waiver costs.

### Comments

Evidently there will not be any very dramatic change in the level of enforcement and, whether the enforcement will be sufficient to make any difference in people's parking habits remains to be seen.

From the discussion it was evident that our problems are different from many other places. Elsewhere the centre of interest is residents parking with permits, visitors' vouchers, etc. The drive is to get cars off the streets and into the car parks. Our priority seems to be to get long stay parkers out of the car parks and off to ... somewhere else?

Obstruction is a common problem with concern about emergency vehicle access and, in some cases, buses getting through. Since obstruction is a police matter it is they who should be contacted.

Parking on or partly on the pavement is another widespread concern. It seems that if one or more wheels of the vehicle are on the road and if the road is appropriately marked then the parking attendant can take action. If the vehicle is wholly on the pavement or if the adjacent road is not restricted it appears to be a police matter.