

NAILSWORTH TOWN COUNCIL
MINUTES OF THE MEETING OF NAILSWORTH TOWN COUNCIL
held at the Town Hall, Nailsworth
on Tuesday 19 April 2016

Present	Cllr MP Robinson (Town Mayor) Cllr JL Duckworth Cllr JL Dennis Cllr A Elliott Cllr NI Kay Cllr SK Millett Cllr DL Powell Cllr SM Reed Cllr S Robinson * Cllr SE Thorpe
Present for part of the meeting	County Cllr D Binns Mr Tim Godden (RBL) Mr Richard Blackwell (Town Groundsman)
In attendance for Item 15	Sgt Liz Lovell PCSO Steve Phillipson Ms Tracy Young (Youth worker) Ms Emma Chapman (resident of Beechwood Close)
Apologies	Cllr EF Bonner District Cllr E Sims
	* denotes absence from part of the meeting

2015/311 DECLARATIONS OF INTEREST AND COUNCILLORS' DISPENSATIONS

Cllr Duckworth declared an interest in planning application S.16/0775/HHOLD and Cllr Reed declared an interest in Item 17 (grant applications). There were no requests for councillors' dispensations.

2015/312 CONSIDERATION OF PLANNING APPLICATIONS RECEIVED

CONSULTATION

a	S.16/0652/HHOLD Cambray House, Bath Road Replacement of existing domestic-scale wind turbine with a new 18.5m (max hub height) domestic-scale wind turbine No observations
b	S.16/0566/HHOLD Steepways, Ragnall Lane Alterations to front porch area No observations.
c	S.16/0356/FUL Beaudesert Park School, Box Removal of temporary portacabins and installation of new 'Qube' prefabricated classroom unit COMMENT We are still concerned about cars parking on the adjacent highway.
d	S.16/0627/FUL Land At Lower Newmarket Road, Nailsworth Construction of a new dwelling COMMENT We have no observations on the application but if approved we would like to see a S.106 agreement included with funds to be spent in the locality.

e	S.16/0706/FUL Land At Morn Mist, Stroud Road Erection of new dwelling COMMENT We have no observations on the application but if approved we would like to see a S.106 agreement included with funds to be spent in the locality.
f	S.16/0593/HHOLD Rowan House, Shortwood Road Extension and new roof to garage. New roof identical to approved scheme S.14/0541/HHOLD dated 06/05/2014 No observations
g	S.16/0574/FUL Egypt Mill, Stroud Road Covered timber structure to provide wedding facility (retrospective) No observations
h	S.16/0775/HHOLD Clarence House, Church Street Addition of rear dormer window and installation of solar panels COMMENT The application is incomplete as the conservation comments are not on the website at present. Therefore we feel unable to comment. <i>*Cllr Duckworth had declared an interest in the above application and took no part in the discussion.</i>
i	S.16/0644/HHOLD The Anchorage, Harley Wood Proposed new second floor conservatory roof No observations

INFORMATION

j	S.16/0682/TCA Stonewold, Watledge Road Ash - Reduce height by approx. 5m, leaving finished height of approx. 12m Noted
k	S.16/0651/TCA Spring Mill Industrial Estate, Avening Road T1 Beech - Overall height is approx. 40m - Reduce by approx. 18m, leaving finished height of approx. 22m Noted

2015/313 PUBLIC QUESTIONS

Tim Godden of the Forest Green and Nailsworth branch of the Royal British Legion informed the Council of the RBL's plans to use a legacy from the estate of the late Ronald James Clark to install a commemorative window in St George's Parish Church in recognition of those who had died on active service with the UK Armed Forces. Detail of the proposal had previously been circulated to councillors. The RBL have organised a public meeting in the Parish Rooms on 12 May to gauge local residents' views on the proposal prior to applying to have the required sum issued from the legacy. It is hoped that the window can be consecrated at the Town's Remembrance Service on 13 November 2016 or soon after.

Members expressed their unanimous support for the project, which they felt would be entirely fitting, noting that 2016 marked the centenaries of the WW1 battles of the Somme and Jutland.

The Mayor welcomed Richard Blackwell, the recently appointed Town Groundsman, to the meeting. Richard Blackwell introduced himself to the Council, explaining that he was just starting his second week of employment and was enjoying the work. He had used the Council vehicle in his duties and members noted that the Council is building up funds for a new vehicle in due course.

2015/314 MINUTES OF COUNCIL MEETINGS

The minutes of the Council meetings held on 15 March and 5 April 2016 were approved and signed.

2015/315 Newland Homes development in Newmarket Valley (minute 2015/290)

In response to a question, Cllr Kay confirmed that the meeting on 24 March with Newland Homes had not been attended by representatives of Nailsworth CLT or the Save Nailsworth Valley group. Cllr Kay added that he had been in contact with Tom Shepherd of Newland Homes to arrange a Cllrs' Training Evening on Thursday 28 April at 7pm in the Council Chamber.

**Cllr Thorpe joined the meeting at this point.*

2015/316 REPORTS FROM DISTRICT AND COUNTY CLLRS

County Cllr Binns thanked NTC for its comprehensive response to the GCC consultation on the future of children's services in the county. She stated that her attendance at a consultation meeting with users of the Arkell Children's Centre in March, together with the large response to the local petition organised by NTC, had left her fully convinced of the need to retain professionally led drop-in Children's Centre provision at the Arkell Centre. She was in ongoing discussion with Cllr Paul McLain GCC, who had confirmed that a professionally staffed drop-in Children's Centre service would continue at the Arkell Centre. Cllr Binns confirmed that, if required, she was prepared to pledge her total annual divisional allocation of £5,000 for children and young people to the retention of the Children's Centre provision at the Arkell Centre in 2017/18 as it currently operated.

In response to questions, Cllr Binns confirmed that she will seek to ensure that professionally staffed drop-in facilities at the Arkell Centre are written into the new GCC tender contract for Children's Centre provision. If she failed to be re-elected in 2017 she hoped her successor would be willing to continue with her funding commitment. Cllr Binns expressed the view that the drop-in and outreach aspects of the work of Children's Centres were complementary, but added that she felt that outreach services tended to be less effective in rural than urban areas, making the retention of drop-in services particularly important in places such as Nailsworth. She was pleased to report that GCC had recently recruited 25 new social workers to assist with the development of outreach services for families.

Members expressed their thanks to Cllr Binns for her positive response the town's representations. Cllr Reed indicated that she would like to see the development of a long-term strategic plan for children's and family support services in Nailsworth and Cllr Binns agreed to pass on this suggestion to Cllr McLain.

Turning to highway matters, Cllr Binns reported that she had recently inspected potholes on the A46 in Nailsworth with Andrew Middlecote of GCC Highways and Cllrs Emma Sims and Steve Robinson. She confirmed that the area in question was scheduled for 'patching' in 2016, to be followed by full resurfacing in 2017. Cllr Binns expressed disappointment that GCC's contractors, Amey, were not, in her view, fulfilling their brief. However she was pleased to report that GCC had put an additional £2m into its highways budget for the current year.

In response to a question, Cllr Binns reported that the A46 Road Safety group had met the previous week and that plans were ongoing for a feasibility study into a 20mph traffic order for the parish. The group's plans would be discussed with Andrew Middlecote GCC, following which a public meeting would be arranged. Whilst acknowledging the problems in enforcing speed restrictions, Cllr Binns stated that she understood that the 20mph limits in Stroud and Painswick had been effective in reducing traffic speeds.

District Cllr Steve Robinson reported that SDC would shortly be contacting the Council with proposals to transfer various parcels of land to NTC, at no charge, including the lower half of the Miles Marling Field, together with the Nailsworth Fountain. The Clerk advised that was important to ensure that any property transferred was in good condition.

2015/317 INCREASED ANTI-SOCIAL BEHAVIOUR IN NAILSWORTH

The Mayor welcomed to the meeting Sgt Liz Lovell and PCSO Steve Phillipson of Gloucestershire Constabulary, Nailsworth youth worker Tracy Young and Beechwood Close resident Emma Chapman. He explained that they had been invited to discuss NTC's concerns regarding what appears to be an increase in vandalism and anti-social behaviour (ASB) in the town in recent months.

Sgt Lovell and PCSO Steve Phillipson updated members on actions being taken by the police in response to a range of reported incidents, including paint on vehicles, eggs thrown at cars (from cars) and damage to domestic property in the Forest Green area. In relation to recent incidents of youths climbing on to the roof of Library/Mortimer room and the KGV changing rooms, the officers suggested that NTC considers deterrent measures such as anti-climb paint and CCTV. PCSO Phillipson confirmed that the KGV field and the area around St George's church, where youths had been congregating, were monitored as part of a regular patrol. He understood that the latter was to be discussed at the Church's Annual meeting. In response to a question, PCSO Phillipson explained that, whilst every effort was made to co-ordinate PCSOs' leave, it was not always possible to prevent clashes owing to the limited number of officers available.

Tracy Young, youth worker, reported that that the club had applied for outreach funding for summer activities to engage young people and hopefully reduce ASB. She suggested that the Council might consider some improvements to the KGV skate park. Sgt Lovell added that in her experience the upgrading of play equipment and the introduction of new facilities could play a positive role in reducing boredom and discouraging ASB amongst young people.

Emma Chapman thanked members and the police for their support and prompt reactions during a recent incident of vandalism to her property. She had discussed the matter with the Neighbourhood Warden and that residents of Beechwood Close were working together in a pro-active way to address ASB.

Discussion ensued on issues of public reporting and police recording of incidents, during which Sgt Lovell explained the 'filtering' process operated by the police and advised that the public should use the 101 number to phone in, as promptly as possible, any fears or observations of ASB, damage to property etc. She added that the Nailsworth bus station was a relatively safe place for youth to congregate and suggested that the presence of youth in the town could in itself help to reduce crime in the town centre.

The Mayor thanked the officers, Tracy Young and Emma Chapman for attending the meeting and sharing their suggestions and ideas.

2016/318 REPORT FROM TOWN MAYOR

The Mayor expressed his sadness that Cllrs Bonner and Thorpe had decided not to stand for re-election in May and wished them well for the future.

He reported that he was looking forward to the Mayor's Reception on 25 April, which would be the final one on which he would officiate as his three-year term as Mayor was ending.

2016/319 REPORT FROM DEPUTY MAYOR

Cllr Duckworth reported that the 20mph group is currently mapping the area prior to the application for a Traffic Restriction Order for the parish and will report to Council in due course.

Cllr Duckworth reported that Bill Affleck, who has been involved with Nailsworth News since its inception in 2000, has resigned as chair of the paper's organising committee. A new chair is being sought and Cllr Duckworth urged councillors to encourage suitable people from the community to consider taking on the post. The search for a new editor is continuing.

2016/320 REPORT FROM TOWN CLERK

The Clerk reported that the new Town Groundsman commenced employment on 11 April. He had been carrying out litter clearance in the town centre, along with other duties. She hoped that his presence in the town might help reduce instances of ASB. She had discussed with him various pieces of equipment he might need for his work and prices were being sought.

The Clerk reported that Gloucestershire Playing Fields Association is running a training session on routine inspection of play equipment and suggested that the Groundsman to attend. After a brief discussion it was **agreed** to fund the Groundsman's attendance, at a cost of £25, and to pay him the agreed Council mileage allowance.

The Clerk reported that the Leyhill prison work-group had done an excellent job in clearing the boundaries of the Miles Marling field at a recent workday co-ordinated by the Neighbourhood Warden. She had received a variety of suggestions from members regarding further areas in the parish where the work-group might be usefully employed and suggested that a councillor might wish to take on the role of co-ordinating these suggestions. It was **agreed** to refer the matter to the Environment Committee for discussion.

The Clerk reported that NTC's finance/accounting system included a package allowing for electronic processing, invoicing and receipting and that she and her administration assistant will shortly be receiving training on the new booking system. Work on outsourcing Council payroll administration is in progress.

The Clerk reported with regret that her current workload allowed her no time to study for her CiLCA qualification and that the volume of work left herself and her administration assistant severely stretched. She had researched staffing levels of two comparable councils and noted that the weekly hours worked by their respective office staff were approximately double those of NTC. She felt that this shortfall was a matter which needed to be addressed with some urgency and that both short and long term solutions were needed.

After discussion, it was agreed that the matter be referred to the Personnel Committee which would aim to meet as soon as possible in order to make appropriate recommendations to the May Council meeting.

2015/321 REPORTS FROM MEMBERS ON OUTSIDE BODIES

Cllr Elliott reported on recent activities of Forest Green Residents' Association. The NTC planter for the mini-roundabout outside the Arkell Centre had arrived and would initially be planted with wildflower seeds by FGRA. Members of FGRA had carried out clearance work and wildflower planting in the conservation area behind the Lawnside MUGA and the Association was extremely grateful to Cllr S Robinson, youth worker Tracy Young and the 6 young people who had turned out to help with this. There were some spare plants which FGRA was happy to contribute to the Market Street Garden if required. The AGM of the Association would take place on 29 April at the Arkell Centre and will be combined with a screening of the film 'Shirley Valentine'.

Cllr Thorpe reported that a recent multi-agency meeting at the Arkell Centre discussed news of the closure of the Stroud Ring-and-Ride service. She suggested that this matter could be placed on the agenda of a future Environment Committee meeting.

The Mayor reported on his attendance at a recent meeting of the Gloucestershire Market Towns Forum (GMTF) in Coleford and stated that he had been extremely impressed with Coleford Town Council's pro-active approach to community development and its 4-year plan. He suggested that future NTC representatives on GMTF might wish to feed details of some of Coleford's initiatives through to the Council.

2015/322 COUNCIL RISK ASSESSMENTS

The Clerk reported that following a safety report on a hazardous multi-stemmed field maple tree on the boundary of the KGV field with Wood Lane, she had received a quotation of £485 + VAT from the Council's contractors for its removal. The quotation was **approved** and the Clerk was asked to proceed.

2015/323 REPORT OF RECREATION AND AMENITIES COMMITTEE

The minutes of the meeting of the Recreation and Amenities Committee held on 5 April 2016 were approved and signed.

The Clerk confirmed that she had yet to receive further news of the Town Gardening contractor, who had sadly been taken ill. She understood that he was unlikely to be able to return to his duties and undertook to make further enquiries.

The Clerk confirmed that resurfacing and associated work to the tennis courts was scheduled to start on 25 April. It was noted that a fitness boot camp was currently using the KGV field on a regular basis and that the council had no general charging policy for use of the field for activities of this nature. It was agreed to refer the matter to the Recreation and Amenities Committee for consideration and recommendation.

RESOLVED that the Committee's recommendation that Council consider undertaking a full accessibility survey of all NTC-owned sites be adopted but deferred for later implementation, to work in tandem with that being undertaken by the Environment Committee.

RESOLVED that the Committee's recommendation that Council proceed to work towards the development of a conditions survey of all its assets and to seek to set out a programme for undertaking this work during the coming year be adopted but deferred for later implementation, to work in tandem with that being undertaken by the Environment Committee.

RESOLVED that NTC proceed with a 5 year lease rental option for a new multi-functional photocopier from Clarity Copiers, as detailed in its quotation, at a cost of £87.52 + VAT per quarter, subject to clarification from the company on options for further upgrading and advice on the logistics of moving the machine to a different location at a future date.

RESOLVED that the quotation from Edge Systems for an online facilities booking system as specified be accepted in principle, subject to clarification of the costs to NTC if its bookings exceeded 1000 per annum, to be funded from the Council's IT budget.

2015/324 REPORT FROM S.106 PROJECTS WORKING PARTY

An updated copy of the Council's S106 wish list had been previously circulated. Cllr S Robinson reported that individual members of the S106 Working Party had taken

responsibility to price up specific items from the list. A further meeting of the Working Party would be held after the May elections. The final document, once approved by Council, would be sent to SDC Planning.

2015/325 UPDATE ON MUGA

Cllr Kay reported that he had been in discussion with Rob Stephens of the Diocese who had indicated that he had not received copies of the Heads of Terms Agreement for the MUGA lease or the specifications for the MUGA. Cllr Kay had spoken to Vince Southcott, Head of Nailsworth Primary School, who had confirmed that the school governors were happy with the Heads of Terms agreement for the MUGA and would shortly be meeting to progress matters. Cllr Kay reported that he would be seeking to meet with Mark Pierce GCC to clarify the details of the specifications for the MUGA.

2015/326 GRANT APPLICATIONS FROM TOWN ORGANISATIONS

Grant applications had been received from the following organisations:

- Park Road Area Residents' Association – £500 for lockable noticeboard near KGV field
- Nailsworth Festival – £2,000 for general support for Festival 2016
- Five Valleys Christian Fellowship – £1,000 to fund individuals to attend Christian residential camp in Evesham
- Stroud Nature/Transition Stroud - £1,000 towards the costs of eco-homes weekend event to be held at the Arkell Centre 1-2 October 2016

**Cllr Reed declared an interest in the Nailsworth Festival application.*

After a full discussion, the following was agreed:

- that consideration of the application from Park Road Residents' Association be **deferred** pending receipt of further information from the Association
- that Nailsworth Festival's request for £2,000 to support Festival 2016 be **approved**. The Clerk was asked to invite the festival organisers to meet with the Council in due course to discuss future financial support for Nailsworth Festival.
- that the application from Five Valleys Christian Fellowship be **rejected** as the funding request was insufficiently specific to Nailsworth
- that representatives of Stroud Nature/Transition Stroud be invited to attend a future Council meeting to present in detail its case for funding.

It was suggested that it would be helpful for potential applicants if the Council's criteria for allocating grants to town organisations could be clarified and posted on the NTC website. After further discussion, it was agreed to set up a **Grant Applications Working Party**, consisting of Cllrs Powell, Reed, Millett and Elliott, to consider and make recommendations to Council on grants allocation policy.

2015/327 ACCOUNTS

RESOLVED that the list of accounts for 19 April 2016 amounting to £60,059.23 be approved for payment.

In response to a question regarding Item 10846 the Clerk confirmed that the sum covered the necessary work to additional trees on the border of 'Gethsemane'.

2015/328 Mr Tim Godden: Royal British Legion proposal for commemorative window in St George's Parish Church

The information, which had been discussed earlier in the meeting, was noted.

2015/329 Tynings Area Residents' Group: certificate of appreciation for NTC's contribution towards equipment for Tynings Play Area

The certificate was noted with pleasure.

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Town Mayor

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Date