

**NAILSWORTH TOWN COUNCIL**  
**MINUTES of a MEETING of Nailsworth Town Council**  
held at the Town Hall, Nailsworth  
**on Tuesday 19<sup>th</sup> September 2017**

Present	Cllr Jonathan Duckworth (Town Mayor) Cllr Paul Francis Cllr Sally Millett Cllr Anne Elliott Cllr Myles Robinson Cllr Angela Norman Cllr Ron Kerby Cllr Sue Reed
Minutes	Katherine Kearns (Clerk)
Apologies	Cllr Mike Kelly, Cllr Steve Robinson, Cllr Robert Maitland

Ref. No	Action															
<b>2017/088</b>	<b>Verbal Introductions</b> Everyone introduced themselves. There were four members of the public present.															
<b>2017/089</b>	<b>Declarations of Interest &amp; Applications for Dispensations</b> Cllr Sue Reed declared an interest as a District Cllr on Planning item 4b) Tanner's Piece.															
<b>2017/090</b>	<p><b>Consideration of planning applications received as follows:</b>  <b>CONSULTATION</b></p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">Ref</th> <th style="text-align: center;">Detail</th> <th style="text-align: center;">Comment</th> </tr> </thead> <tbody> <tr> <td>a) S.17/0883/REM Land at Pike Lane, Nailsworth</td> <td>Approval of reserved matters including landscaping, appearance, scale and layout</td> <td>Noted. Awaiting further plans</td> </tr> <tr> <td>b) S.17/1305/FUL 1 Tanners Piece, Park Crescent</td> <td>Demolition of 8no single storey semi-detached bungalows and 11no flatted units</td> <td>Objection: previous comments not addressed; consultation process cause for concern. Request called in to DCC. Sent by email as planning portal closed.</td> </tr> <tr> <td>c) S.17/1926/FUL Land at School House, Hayes Rd</td> <td>Two storey detached dwelling</td> <td>Would like 2no off road parking spaces for School House. Concern re. site access for construction. Attention to SUDS and drainage.</td> </tr> <tr> <td>d) S.17/1885/HHOLD Beech View, Burfords Ground, Windsoredge</td> <td>Extension to existing dwelling</td> <td>No observations</td> </tr> </tbody> </table> <p>S.17/1305/FUL 1 Tanners Piece was brought forward for discussion as members of the public with an interest in this item were present.</p>	Ref	Detail	Comment	a) S.17/0883/REM Land at Pike Lane, Nailsworth	Approval of reserved matters including landscaping, appearance, scale and layout	Noted. Awaiting further plans	b) S.17/1305/FUL 1 Tanners Piece, Park Crescent	Demolition of 8no single storey semi-detached bungalows and 11no flatted units	Objection: previous comments not addressed; consultation process cause for concern. Request called in to DCC. Sent by email as planning portal closed.	c) S.17/1926/FUL Land at School House, Hayes Rd	Two storey detached dwelling	Would like 2no off road parking spaces for School House. Concern re. site access for construction. Attention to SUDS and drainage.	d) S.17/1885/HHOLD Beech View, Burfords Ground, Windsoredge	Extension to existing dwelling	No observations
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	<p>Alex Smith of Brooklyn said while some additional information about proposed site levels had been provided, the only other changes to the plans were cosmetic, to roof and windows. The plans confirm residents' fears of being heavily overlooked. He had spoken to SDC about the possibility of a 6ft boundary fence around the car park and has already sent further objections. Alex Smith said while his house had received notification of the new application, he wasn't aware that any other household had. Mr Urquhart said he'd spoken to SDC but wasn't able to make comments as the planning portal had been closed for comments too early.</p> <p>After some discussion, the Council agreed to submit a further objection and comments as they did not feel the objections have been addressed. They further emphasised the request for the application to be decided at DCC and for a site visit to take place to assess the impact of raising the height of the development on neighbours. NTC is also concerned about the consultation process.</p> <p>S17/1926/FUL Land at School House was brought forward to hear representation from the applicant, Anthony Webster.</p>	
<p><b>2017/091</b></p>	<p><b>To confirm minutes of council meeting and Environment committee meeting held on 5<sup>th</sup> September 2017</b> Full Council - Proposed by Cllr Ron Kerby seconded Cllr Anne Elliott and approved unanimously.</p> <p>Environment committee – To clarify, minute 'to consider whether to commission a new Town Guide' reference to Town Signs for clarity should be Town notice boards.</p> <p>Proposed by Cllr Sue Reed seconded Cllr Angela Norman and approved unanimously.</p>	
<p><b>2017/092</b></p>	<p><b>Matters of Urgency</b> Cllr Sue Reed; reported a fallen tree in Wood Lane. She will arrange another walk via Doodle.</p>	
<p><b>2017/093</b></p>	<p><b>Reports:</b> <b>a) County Councillor's Report</b> Cllr Ron Kerby raised a query about the flooding issue in Shortwood. Cllr Jonathan Duckworth said this should have come to attention of Flood Risk Working Party. Cllr Sue Reed is concerned about the horse lobby wanting to use the cycle path as a bridleway. Cllr Jonathan Duckworth thinks NTC should be involved in decisions about the cycle path. Cllr Myles Robinson feels the whole idea of the cycle path needs to be reconsidered if it's going to attract cyclists.</p>	

	<p>In response to a reported increase in thefts recently, the Clerk was asked to invite the Police to attend the next meeting.</p> <p><b>District Council:</b> Cllr Myles Robinson not every person can get details of car registration from DVLA. Clerk confirmed the contact for abandoned vehicles is the SDC Neighbourhood Warden, Dom Everiss.</p> <p>District Cllr Sue Reed reported she has a meeting with Highwood Court housing association on 27<sup>th</sup> September.</p> <p>Cllr Ron Kerby was concerned about increased taxi rates discouraging travel to and from Nailsworth.</p> <p>Cllr Jonathan Duckworth will request a meeting with SDC officers to move forward the question about parking charges in the town at to form a quick task &amp; finish group to examine this issue.</p> <p><b>b) Town Mayor's report</b> The previously circulated report was noted</p> <p><b>c) Deputy Mayor's report</b> The previously circulated report was noted Cllr Sue Reed explained that Mindscape is a brand.</p> <p><b>d) Clerk's report</b> The previously circulated report was noted Cllr Anne Elliott noted there was a widespread problem with council banking and GAPTC had communicated recently. Clerk to follow this up</p> <p>The Council noted thanks to staff for finding significant savings in the Town Hall business rates and insurance.</p> <p>Follow up from fire drill: Cllr Anne Elliott said now that NTC are aware of the problem of fire safety in the Town Hall we're obliged to act. The Clerk undertook to keep cllrs updated with fire safety for the Town Hall.</p> <p><b>e) Reports from Representatives of Outside bodies</b> There were none.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>
2017/094	<p><b>To consider committee recommendations</b></p> <p>a) To consider recommendations of the Environment committee: to agree to commission a Landscape Management Plan for Bunting Hill Nature Reserve Noted. Clerk to pursue.</p> <p>b) To consider recommendations of the Personnel Committee:</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>

	<p>Cllr Anne Elliott asked for some minor changes to be made to the minutes and requested the next meeting date be changed from 3<sup>rd</sup> October. Clerk to arrange. The minutes were then approved.</p> <p>Proposed Cllr Anne Elliott, seconded Cllr Sally Millett. Agreed unanimously.</p> <p>Cllr Jonathan Duckworth asked if there were any questions about the Personnel committee's recommendations. The following recommendations were proposed:</p> <p>To agree to increase the Deputy Clerk's hours from 20hrs per week to 37hrs per week</p> <p>To agree the employment costs are drawn from savings (Town Hall business rates &amp; insurance) and the Council's budget in subsequent years.</p> <p>To agree the Deputy Clerk is offered an LGPS pension from 1<sup>st</sup> April 2018.</p> <p>To agree the Clerk starts CiLCA training in 2018 and that she achieves this training before the Deputy Clerk.</p> <p>Proposed Cllr Ron Kerby, seconded Cllr Anne Elliott and agreed unanimously.</p> <p>Cllr Jonathan Duckworth thanked the Personnel committee for all their hard work and looked forward to working with the full time Deputy Clerk.</p> <p>Cllr Anne Elliott noted the Deputy Clerk's contract will need to be reviewed.</p>	<b>Clerk</b>
<b>2017/095</b>	<p><b>Accounts – list of payments</b> The payments for September were approved.</p> <p>Proposed Cllr Sue Reed, seconded Cllr Myles Robinson and agreed unanimously</p>	
<b>2017/096</b>	<p><b>To consider movements between budget headings</b> Proposed Cllr Ron Kerby, seconded Cllr Sally Millett, agreed unanimously.</p>	<b>Clerk</b>
<b>2017/097</b>	<p><b>To consider findings of the Internal checker report 23/8/2017</b> Cllr Sally Millett said she assumed that when cllrs sign cheques, these are looked at with invoices, and this was confirmed. In response to a query about the Shell Fuel Card and Trade UK (B&amp;Q) card, the Clerk explained that receipts aren't kept but itemised statements are received in the office. The Trade UK card is locked in the office and purchases are discussed with the Clerk or Deputy beforehand.</p>	

	<p>Cllr Jonathan Duckworth asked if the change to not signing the cheque stub was an issue. Cllr Anne Elliott responded the docket attached to invoices has been amended and this contains all information and two signatures together as a more efficient yet auditable way of doing things.</p> <p>Cllr Jonathan Duckworth thanked Cllr Anne Elliott for a comprehensive internal checker report.</p>	
<b>2017/098</b>	<p><b>To consider implication of cost increase of the MUGA</b></p> <p>Cllr Myles Robinson briefly outlined the options set out in the paper and the need to form a new MUGA Working Party to decide. All agreed the need to reform the MUGA Working Party with a report by the October Full Council meeting.</p> <p>Cllr Ron Kerby asked if NTC decided to do nothing could the S106 money be used elsewhere? Cllr Jonathan Duckworth said this will be for the MUGA Working Party to recommend.</p> <p>Cllr Sue Reed said it was paramount the investment goes back into Forest Green and would like the Working Party to have dialogue with the School. She said NTC needs to take into consideration the future loss of facilities when FGR moves and feels very strongly that no money from NTC Reserves is put towards this as there are enough projects coming up which will be valuable not only for Forest Green but for the whole town.</p> <p>The members of the Working Party were decided as Cllr Myles Robinson (Chair), Cllr Steve Robinson, Cllr Sally Millett, Cllr Ron Kerby, Cllr Anne Elliott, resident Debbie Powell, the Clerk. The Mayor will take part if he can.</p> <p>The Working Party to meet by 6<sup>th</sup> October and to report to Full Council on Tuesday 17<sup>th</sup> October.</p> <p>Clerk to arrange meeting</p>	<b>Clerk</b>
<b>2017/099</b>	<p><b>To consider the early repayment of the Arkell Centre loan</b></p> <p>The Clerk said there was a small financial advantage to paying off the loan early. Cllr Jonathan Duckworth said there may be a restriction on the number of PWLB loans NTC can have and this will allow flexibility.</p> <p>Cllr Angela Norman would like to see any remaining funds (c.£6k) go towards Arkell Community Centre Trust. Cllr Ron Kerby confirmed he would like to see this become the start of a sinking fund for the building's future.</p> <p>Cllr Jonathan Duckworth proposed NTC repay entire loan early and surplus is put into the Arkell CC Trust's sinking fund. Also for NTC to commit putting £700 per year into Arkell sinking fund, until the previous end date for the load, 2021. This sum represents the current loan interest payments.</p>	

	Proposed Cllr Jonathan Duckworth seconded Cllr Ron Kerby and agreed unanimously.	
<b>2017/100</b>	<p><b>To consider Town Twinning with Perry, NT State, USA</b></p> <p>Following a visit from the Mayor of Perry last year, Cllr Jonathan Duckworth visited Perry and met many people in the town. He would be very interested in finding out more but doesn't foresee any regular twinning trips. Twinning to be kept on an informal basis. Cllr Jonathan Duckworth to investigate further.</p> <p>Proposed Cllr Jonathan Duckworth, seconded Cllr Sue Reed.</p> <p>Passed with one against.</p>	
<b>2017/101</b>	<p><b>Grant monitoring forms from last meeting</b></p> <p>Cllr Jonathan Duckworth said it was good to get feedback on grants NTC have given.</p> <p>Cllr Sue Reed visited HomeStart today and they're really pleased with the turn out. Cllr Sally Millett asked if HomeStart could make sure midwives and health visitors know of the work they are doing.</p> <p>Cllr Sally Millett apologises that FGRA hasn't responded yet due to miscommunication.</p>	

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Town Mayor  
Nailsworth Town Council  
Town Hall, Old Bristol Road, Nailsworth, GL6 0JF

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Date