

NAILSWORTH TOWN COUNCIL
MINUTES of the FORTY-FIRST ANNUAL MEETING of Nailsworth Town Council
held at the Town Hall, Nailsworth
on Tuesday 20 May 2014

Present	Cllr MP Robinson (Town Mayor) Cllr P Carter Cllr N Dart Cllr JL Duckworth Cllr A Elliott * Cllr NI Kay * Cllr SM Reed Cllr S Robinson * Cllr SE Thorpe
Present for part of the meeting	District Cllr E Sims
Apologies	Cllr MJ Kelly Cllr MM Rahman District Cllr RTH Blackwell County Cllr DLM Binns
	* denotes absence from part of the meeting

2014/01 ELECTION OF TOWN MAYOR

Cllr Kay proposed, seconded by Cllr S Robinson that Cllr M Robinson continue in post, and there being no other nominations, Cllr M Robinson was elected Mayor for a second term, and signed the declaration of office

2014/02 ELECTION OF DEPUTY MAYOR

Cllr Carter proposed, seconded by Cllr Elliott that Cllr Duckworth continue in post, and there being no other nominations, Cllr Duckworth was elected for a second term.

2014/03 DECLARATIONS OF INTEREST

There were no declarations of interest.

2014/04 PUBLIC QUESTIONS

No members of the public were present.

2014/05 MINUTES OF COUNCIL MEETING

The minutes of the Council meeting held on 6 May 2014 were approved and signed, subject to the removal of Cllr Duckworth's name from the first sentence of minute 2014/415.

2014/06 Public Questions (minute 2014/45)

Cllr S Robinson reported that he had obtained prices for pole-mounted dog bins and had passed them on to the Clerk.

2014/07 Bus shelter proposals for Nailsworth Bus Station (minute 2014/421)

The Clerk confirmed that she had written to Mr David Austin to inform him that the Council appreciated his proposed bespoke design for a bus shelter but had decided to support SDC's commercial design on grounds of practicality. Cllr Carter reported that he had noticed that Mr Austin had displayed his design near the Mortimer Gardens over the previous weekend with an invitation to the public to comment. The Clerk confirmed that she had received no communication from Mr Austin regarding his initiative.

2014/08 Report of meeting with Mr John Kay GCC (minute 2014/422)

Cllr S Robinson reported that useful negotiations were continuing with Mr Kay regarding various

highway matters.

2014/09 Motion on Foodbank provision in Nailsworth (minute 2014/424)

The Clerk read out an email from Mr Will Mansell, manager of the Stroud District Foodbank, offering to attend a Council meeting to explain the work of this organisation in Nailsworth. It was agreed that Mr Mansell be offered a short slot at the beginning of a future Council meeting. Cllr Kay reported that there was now a Foodbank collection point in Horsley Community Shop and the Mayor reported that there was a similar facility at St George's Church in Nailsworth. Cllr Thorpe reported that Tracy Young, Nailsworth youth and community worker, planned to visit local organisations to publicise the process by which Foodbank vouchers could be obtained.

2014/10 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

District Cllr Carter reported that together with Cllrs Kay and Duckworth he had attended a public meeting in Horsley on local planning issues organised by Stroud MP Neil Carmichael. At this meeting, Mr Carmichael had stressed the value of Neighbourhood Plans complementing the Local Plan and increasing the influence of town and parish councils on local development proposals. Cllr Carter explained that Neighbourhood Plans were produced by local communities and were intended to encompass employment and industrial land as well as housing. However, he felt that since no large-scale developments were proposed for Nailsworth the considerable time and effort which would be required to produce a Neighbourhood Plan would not be justified. In response to a question relating to specific areas of the parish which had been under threat in the past, Cllr Carter stated that he understood that, as these areas were outside the settlement area, a Neighbourhood Plan would not be effective in protecting them. Cllr Duckworth felt that, as statutory documents, Neighbourhood Plans placed considerable responsibilities on lower-tier councils which may lack the administrative backing of local planning authorities. Cllr Kay agreed to forward a note he had received from Mr Carmichael regarding planning matters to the Clerk for distribution to councillors.

In response to a question, Cllr Carter confirmed that the Planning Inspector's initial views on the Draft Local Plan were due later in the month, with final approval expected on September. Cllr Duckworth added that he understood that in the meantime the draft local plan would still carry some weight when development applications were being considered.

2014/11 REPORT FROM TOWN MAYOR

The Mayor reported that he had been very pleased to honour the considerable achievements of local people by presenting various awards at the Mayor's Reception.

The Mayor reported that he had recently moved house and his new address had been circulated to all councillors.

2014/12 REPORT FROM DEPUTY MAYOR

Cllr Duckworth reported that he was very concerned about an application to build a bio-digester fuel facility at Chavenage. Although this was outside the Nailsworth parish, he felt that such a facility could nevertheless have a significant impact on Nailsworth, being visible from the A46 and likely to increase heavy vehicle movements through the town. The facility would involve considerable changes to surrounding agricultural land, which he understood would be given over to maize to feed the digester. The Clerk was asked to add the application (S14/0673) to the list of planning applications on the agenda for the next meeting.

Cllr Duckworth was pleased to report that the WW1 Commemoration Group had been awarded a Heritage Lottery Grant of £9,700. Two excellent plays and an exhibition of outstanding quality had been staged as part of the commemoration. The Clerk was asked to write to Mr Mike Harvey to convey the Council's thanks to the Commemoration Group for its valuable work.

2014/13 REPORT FROM TOWN CLERK

The Clerk reported that SDC had accepted the Council's application to register Nailsworth Library as a community asset.

The Clerk reported that the Mayor had inspected NTC's accounts for November 2013 and February 2014.

Stroud Volunteer Bureau had invited councillors to attend a lunch and social event to take place on Thursday 5 June during Volunteer Week. The Clerk asked councillors to let her know if they wished to attend.

2014/14 REPORT FROM REPRESENTATIVES ON OUTSIDE BODIES

Cllr S Robinson reported that things were moving forward with Nailsworth CLT, which was currently in discussion with a Housing Association. The CLT Steering Group was chaired by Mr Ian Potts and membership currently stood at 159 plus 21 'friends'. A recruitment event had been held outside Morrisons and Cllr Duckworth would be organising another outside the Co-op.

2014/15 COUNCIL RISK ASSESSMENTS

Cllr Carter drew members' attention to the two 'red flagged' risks on the Council's Risk Assessment, i.e. finding sufficient potential candidates for Council elections and the lack of an updated Town Plan. He noted that an article encouraging local people to consider standing for election had appeared in a recent edition of Nailsworth News. The Mayor explained that work on updating the Town Plan was under way and that he would be reporting on progress later in the meeting.

2014/16 COUNCIL RESTRUCTURING

The Mayor reported that he had met with Cllrs Thorpe and Duckworth and the Clerk in an attempt to develop a compromise proposal which might be acceptable to all councillors. However, there appeared to be insufficient common ground to reach a compromise and therefore he had decided that Cllr Thorpe's proposal regarding restructuring, as previously circulated, should be discussed. He stated that he was broadly in favour of this proposal but felt that planning applications must be considered twice a month rather than once, in order to ensure SDC deadlines for comment were met. He also felt that to enable all councillors to participate in the discussion of planning applications planning should be dealt with at full council meetings which would take place immediately prior to the meetings of the proposed committees on the first Tuesday of each month, and at general council meetings as at present, but at the beginning rather than the end of these meetings in order to avoid any confusion.

Cllr Thorpe accepted these amendments and commended her proposal, which was seconded by Cllr Reed, to her fellow councillors, stating that she felt that the re-instatement of a committee structure would relieve pressure on the Mayor and lead to greater coherence and more effective decision-making. Cllr Thorpe requested a recorded vote.

Cllr S Robinson proposed that if Council decided to return to a committee structure the committees should be given delegated powers to spend sums of up to £2000 within their budget allocation without having to seek Council approval. He felt that this would prevent unnecessary delays in expediting Council business. This proposal failed to attract a seconder.

Discussion ensued, during which the following points were made:

- the functions of the former Finance and General Purposes Committee should continue to be dealt with by full council as under the present structure to involve all councillors in this important area of Council business
- holding full council planning meetings prior to committee meetings carried a danger that the former might be inquorate
- it was not clear how the proposals addressed the original 10 points which the current system was designed to address

- there was no clear evidence of the extent to which the current system had addressed the 10 points
- committee systems led to unnecessary duplication of debate
- committees were more intimate and could create an atmosphere more conducive to in depth discussion and public involvement as they were less intimidating than full council meetings
- the current system had led to difficulties in setting agendas and identifying and keeping track of progress with issues
- the current system had not been given sufficient time to prove itself and should be allowed to run on for several more months before being subjected to another review.

Cllr Thorpe agreed that her proposal be amended to remove all reference to the creation of a Finance and General Purposes Committee, and it was agreed that this would be discussed at a future date if the proposals were accepted.

On being put to the vote, the proposal was **approved** by 5 votes to 4, with voting as follows:

Support: Cllrs Thorpe, Kay, Reed, M Robinson, S Robinson

Against: Cllrs Carter, Dart, Elliott, Duckworth.

RESOLVED

1. A full council meeting to be held on the third Tuesday of the month as at present.
2. The functions of property management, environment and recreation and amenities be merged into 2 committees as now: Environment and Recreation and Amenities, meeting bi-monthly on the first Tuesday of the relevant month, starting at 7.30 pm approximately.
3. Planning applications to be considered at the Council meetings on the third Tuesday of every month at the beginning of the meeting, after public questions.
4. Planning applications also to be considered by full Council at 7pm on the first Tuesday of every month, preceding the committee meeting scheduled for that date.
5. The Mayor to be an ex officio member of both committees, with the remaining councillors including the Deputy Mayor to be split 5/5 between the 2 committees.
6. Each Committee to appoint a Chair and Deputy Chair.
7. All councillors to receive all agendas for all committees to enable them to attend and contribute to all topics.

2014/17 APPOINTMENT OF COMMITTEES AND ELECTION OF CHAIRS

In response to a question, the Clerk confirmed that as far she was aware the Council's Standing Orders did not specify that councillors were obliged to sit on committees. However, she explained that previously it had always been the Council's convention that each councillor (apart from the Mayor and Deputy Mayor) would opt to serve on at least one committee, with the numbers balanced to ensure as far as practicable that committees were of equal size. The Mayor and Deputy Mayor had been ex-officio members of all committees.

Committee membership and chairs were confirmed as follows:

Environment Committee: Cllr Reed (chair), Cllr Kay, Cllr Thorpe.

Recreation and Amenities Committee: Cllr Thorpe (chair), Cllr S Robinson, Cllr Dart.

The Clerk agreed to contact Cllrs Kelly and Rahman informing them of the newly agreed structure and inviting them to indicate their committee preferences.

The Mayor expressed disappointment that Cllrs Carter, Elliott and Duckworth had declined to serve on either committee. Whilst appreciating that these councillors had voted against the proposal to adopt a committee structure, he felt it was important for Council effectiveness for all councillors to participate in this structure, which had been democratically agreed. However, the councillors concerned stated that they intended to play a full part in the Council decision-making process by attending full council meetings, where recommendations from committees would be considered, and through their membership of Working Parties.

2014/18 CONFIRMATION OF WORKING PARTIES

A list of membership of current working parties was circulated. The following changes were agreed:

- Cllr M Robinson to withdraw from the MUGA Working Party and Cllr Elliott to join
- Cllr Kay to withdraw from the Town Plan Working Party and Cllrs Elliott and Duckworth to join.

The revised membership of Working Parties is circulated with these minutes.

2014/19 SCHEDULE OF MEETINGS

The revised schedule of meetings is circulated with these minutes.

2014/20 APPOINTMENTS OF REPRESENTATIVES ON OUTSIDE BODIES FOR

A list of the current representatives on outside bodies was circulated. Cllr Kay stated that he wished to stand down as NTC representative on Gloucestershire Market Towns Forum and Cllr Duckworth was appointed in his place. Cllr Thorpe reported that the Children's Centre Partnership Board no longer existed and this was therefore deleted from the list of bodies. It was agreed that it was no longer necessary for NTC to be represented on the Nailsworth Community Partnership Board as this body had not met for some considerable time and the Clerk was asked to inform NCP accordingly. Cllr Kay proposed that the Council appoint a representative on Gloucestershire Chartered Towns and Parishes Group. This was agreed and Cllr Kay was appointed as NTC representative on this body.

These changes are recorded on the revised list attached.

2014/21 REPORT ON ENTERPRISING TOWNS WORKSHOP 27 MARCH 2014

Cllr Duckworth reported that he had attended the above workshop with Cllrs Kelly and Elliott. Despite some issues with the environment and level of audibility, he felt that the workshop had been useful. The focus of the day was on making towns economically and socially successful and various workshops had covered such topics as funding for projects, community consultation, parking issues, partnership and competition with other towns and the importance of town centres in the wider community.

Cllr Duckworth had been particularly interested to learn of a scheme under which local businesses could take part in a referendum on whether to accept a small additional levy on business rates which could then be made available, subject to a bidding process, to spend on projects approved by the relevant town or parish council. He felt that this idea was worthy of further exploration and agreed as a first step to research the level of business rates currently paid in Nailsworth and bring his findings to the next meeting of the Town Plan Working Party.

2014/22 GAPTC –MOTIONS FOR AGM 16 JULY 2014

Cllr Kay proposed, seconded by Cllr Thorpe to majority agreement that the following motion be submitted to GAPTC:

"GAPTC is asked to lend its weight to a request for NALC to lobby central government for meaningful and positive action to return to elected local authorities the power to fund and build more social and affordable housing".

Cllr Duckworth observed that housing provided through Community Land Trusts, unlike local authority provision, could be exempted from right to buy regulations.

2014/23 REPORTS FROM WORKING PARTIES

Town Plan Working Party: The Mayor reported that Mr Ian Crawley was currently fine-tuning a draft report which would be brought to Council in due course. The report would include a 6 point 'wish list' for the town and the Mayor had focused on this in his report for the next edition of Nailsworth News.

MUGA Working Party: Cllr S Robinson reported that the Working Party had so far held two meetings. He read out a letter he had written on behalf of the Working Party to the Diocese Education Officer stating that the Council agreed in principle to move forward in acquiring a lease agreement on land at Nailsworth Primary School for the building of a MUGA. The Diocese had responded outlining procedures to be followed and stating that it would be unable to incur costs relating to the lease agreement. This letter was circulated.

Cllr S Robinson reported that he had attended a meeting of Forest Green Residents' Association (FGRA) in which he had been able to clarify details relating to the Section 106 agreement relating to the provision of a MUGA. The Clerk confirmed that the S106 agreement specifically referred to the provision of a MUGA. Cllr S Robinson reported that, whilst members of the Association had stated their preference for the MUGA to be an open-access facility, they appeared to be willing to support the idea of a MUGA at the school if some kind of open-access facility could be provided in the Miles Marling field. Cllr Thorpe explained that she had discussed with County Cllr Binns possible funding for outdoor equipment and a kickabout area in the Miles Marling field.

Cllr Elliott reported that FGRA had been grateful for Cllr S Robinson's input. She was concerned, however, that there appeared to be no reference to FGRA on the list of consultees in the early scoping documents relating to the project. Cllr Reed explained that several well-attended public meetings had been held in Forest Green when the S106 agreement was originally determined and the MUGA project first proposed. She suggested that it would be appropriate to hold another public meeting and possibly issue an explanatory note once the relevant facts had been obtained. Cllr Duckworth felt that there should be effective communication regarding the development of the MUGA proposal with all residents of Forest Green, possibly via a leaflet drop, and stated that he would be willing to assist with delivery.

After further discussion the following was **agreed:**

- that the Working Party's recommendation to indicate to the Diocese that NTC was looking to enter into a lease with the Diocese for the provision of a MUGA be approved
- that the Working Party would look to communicate with Forest Green residents regarding the MUGA project at the earliest opportunity

Nailsworth Recreation Centre Working Party: Cllr S Robinson reported that the Working Party had met with Mr Ian Crawley and Mr Bill Affleck. He read out a submission from Nailsworth Community Partnership estimating that income from the Centre would be sufficient to pay a part time administrator/marketing person to run it and to continue to make a financial contribution to the Primary School. Cllr S Robinson reported that the school was apparently unwilling to employ such a person itself. The administrative work could not be accommodated within current NTC structure and neither the Clerk nor her assistant wished to take on additional hours. He understood that Mr Crawley would be prepared to continue in the role if NTC decided not to take on the management of the Centre. Cllr S Robinson and Mr Crawley had met with SDC to investigate whether any funding could be made available to support the Centre but had yet to receive confirmation of this. The Clerk was asked to set up a meeting between the Head and Head of Governors of Nailsworth Primary School and members of the Working Party to facilitate further discussion.

2014/24 ACCOUNTS

RESOLVED that the list of accounts for 20 May 2014 amounting to £59,094.27 be approved for payment

2014/25 SDC - local markets survey

A questionnaire on the importance of local markets had been received from SDC, with a return deadline of 30 May. This had been circulated to all councillors. Cllrs Duckworth and Kay agreed to liaise to complete the questionnaire on behalf of NTC.

**2014/26 SDC - temporary road closure applications for Market Street on Saturdays
28 June, 26 July and 19 August**

The applications were noted.

**2014/27 GTMF - update on development of Local Development Strategies for
next European LAG funding programme**

The update, previously circulated to all councillors, was noted.

2014/28 SDC – consultation on sheltered housing

Consultation leaflets had been received from SDC. The Clerk distributed copies to interested councillors.

**Cllrs Kay, Reed and Thorpe left the meeting at this point.*

2014/29 CONSIDERATION OF PLANNING APPLICATIONS RECEIVED

- a) S.14/0852/FUL 17 Ringfield Close
Retrospective application for the renovation and conversion of 3 bed property into 2x 1 bedroom properties
SUPPORT. We support this proposal which will provide 2 extra sheltered housing units in Nailsworth.
- b) S.14/0847/FUL 21 Concord, Newmarket Road
Subdivision of dwelling creating 2x 1 bedroom properties
SUPPORT. We support this proposal which will provide 2 extra sheltered housing units in Nailsworth.
- c) S.14/0982/HHOLD Green Bank, Windsoredge Lane
Proposed revision of double garage approved under S.12/2310/HHOLD and to relocate 1.3 m east and provide storage above
No observations
- d) S.14/0993/HHOLD Orchard Cottage, Box
Two storey extension at rear and side and conversion of existing garage loft space and porch
No observations
- e) S.14/0838/HHOLD 8 Brookside Cottages, Stroud Road
Proposed stone built single storey extension to the rear of 9 Brookside Cottages to accommodate increased kitchen and utility room space and the provision of a downstairs WC
No observations
- f) S.14/0809/LBC Watledge House, Watledge Road
Create opening for vehicular access in perimeter wall. Repairs to perimeter wall to match existing using materials from item 1
No observations
- g) S.14/1011/LBC Egypt Mill, Stroud Road
Installation of external kitchen flues
No observations
- h) S.14/1047/TCA The Mount, Church Street
Beech – reduce all over to near previous, lightly thin and shape
No observations

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Town Mayor

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Date