



NAILSWORTH TOWN COUNCIL

Town Hall, Old Bristol Road, Nailsworth, Glos. GL6 0JF
Tel/Fax 01453 833592 • Email: clerk@nailsworthtowncouncil.gov.uk

Clerk to Council: Katherine Kearns

You are summoned to attend a meeting of Nailsworth Town Council to be held at the Town Hall, Old Bristol Road, Nailsworth on Tuesday 2 August 2016 at 7.00pm.

Mrs K Kearns
Town Clerk
27 July 2016

AGENDA

1. Apologies for absence
2. Declarations of interest and councillors' dispensations
3. Public questions
4. Consideration of planning applications received:
INFORMATION
 - a. S.16/1605/TCA The Meadow, Stroud Road, Nailsworth
Various works to trees as per description of works received on 19 July 2016
 - b. S.16/1586/TCA Tesco Express, Old Market, Nailsworth
T1 Willow - Reduce canopy by up to 3m and lift canopy to 2m
 - c. Appeal notification APP/C1625/W/16/3152864 ref S.16/0574/FUL Egypt Mill Stroud Road
Covered timber structure to provide wedding facility (Retrospective)
5. To receive an update on the appointment of a Deputy Clerk (report attached)
6. To agree to spend £300 arranging Heads of Terms for the proposed Civic Centre (report attached)
7. Children's Centre in Nailsworth – update on meeting with County Cllr Dorcas Binns



Meeting (e.g. Full Council/Committee Name)	Full Council
Meeting date	2 nd August 2016
Subject	Recruitment of Deputy Town Clerk
Author(s)	Cllr Anne Elliott
Action	Information

<p>Summary A sentence describing the agenda item</p>	To update Council on the next steps in the recruitment process
<p>Detail Full details of the item. If a decision is required include enough detail for Council to be able to make it</p>	<p>2nd August - Closing date for applications. Proposal to go before Full Council requesting delegated power to Personnel Committee to appoint. 3rd August - Personnel Committee to sift applications (review contract if there's time). 4th August - Interview Panel to meet to discuss format of interviews. 8th August - Candidates' interviews 9th August - Candidates' interviews 10th August - Personnel Committee to review Panel's recommendations & agree successful candidate (subject to Council's agreement to delegate authority).</p> <p>Following the interviews the Panel will meet with the Personnel Committee on 10th August to discuss the shortlisting of candidates and make a final selection. As our Clerk is due to take leave, the recommendation is that Council delegates authority to the Personnel Committee to appoint the successful candidate so that the process of advising all applicants of the results of their interviews can proceed without delay.</p>
<p>Options Indicate all reasonable options</p>	N/A information only
<p>Recommendation If there is a recommendation to Council</p>	Council to delegate powers to Personnel Committee to appoint a Deputy Clerk.
<p>Costs Detail the costs for the item, both initial capital cost and any on-going revenue cost</p>	N/A information only
<p>Funding Source Indicate how this item will be funded</p>	N/A information only



Meeting (e.g. Full Council/Committee Name)	Full Council
Meeting date	2 nd August 2016
Subject	Heads of Terms for Civic Centre
Author(s)	Katherine Kearns
Status (Information/Action)	Action

Summary A sentence describing the agenda item	Council needs to draw up Heads of Terms with the GCC relating to the Civic Centre project.
Detail Full details of the item. If a decision is required include enough detail for Council to be able to make it	<p>In order to firm up our intent to move into the library building as part of the Civic Centre project, Council need to agree Heads of Terms with GCC.</p> <p>Heads of terms are a set of agreed principles which precede the signing of a negotiated contract, and which the parties intend to be reflected in the written contract. They set out the basis of the deal in broad terms.</p> <p>We have previously used Peter Downing for such work and he has quoted a maximum of £300 to draw up Heads of Terms</p>
Options Indicate all reasonable options	n/a
Recommendation If there is a recommendation to Council	To agree to appoint Peter Downing to draw up Heads of Terms
Costs Detail the costs for the item, both initial capital cost and any on-going revenue cost	Up to £300
Funding Source Indicate how this item will be funded	Existing budgets