



NAILSWORTH TOWN COUNCIL
MINUTES of the ANNUAL MEETING of Nailsworth Town Council
 held at the Town Hall, Nailsworth
on Thursday 17th May 2018

Present	Cllr Jonathan Duckworth (Mayor) Cllr Sue Reed Cllr Angela Norman Cllr Steve Robinson Cllr Anne Elliott Cllr Sally Millett Cllr Paul Francis Cllr Ron Kerby Cllr Mike Kelly Cllr Robert Maitland
Minutes	Katherine Kearns (Clerk)
Apologies	None

Ref. No		Action
2018/001	Verbal Introductions Everyone introduced themselves. The Chair outlined the emergency evacuation procedure and Cllr Ron Kerby and Cllr Angela Norman offered to assist Cllr Mike Kelly in the event of a fire.	
2018/002	Declarations of Interest & Applications for Dispensations None were declared.	
2018/003	Election of Town Mayor Cllr Anne Elliott nominated Cllr Jonathan Duckworth. Seconded by Cllr Ron Kerby. There being no further nominations it was resolved Cllr Jonathan Duckworth be appointed as Town Mayor.	
2018/004	Election of Deputy Mayor Cllr Mike Kelly proposed Cllr Sue Reed, seconded by Cllr Paul Francis Cllr Sally Millett proposed Cllr Anne Elliott, seconded by Cllr Ron Kerby Both candidates made a short statement in support of their nomination and cllrs asked questions. Following a vote, it was resolved that Cllr Anne Elliott be elected as Deputy Mayor. Thanks were recorded to Cllr Sue Reed for her work as Deputy Mayor over the past two years.	



<p>2018/005</p>	<p>Appointment of Committees and Working Parties Cllr Sue Reed wished to move from the Environment committee to the Recreation & Amenities committee.</p> <p>It was resolved that when a new cllr is co-opted they will be asked to join the Environment committee Proposed Cllr Paul Francis, seconded Cllr Steve Robinson, agreed unanimously</p> <p>It was resolved that the Personnel committee stays the same Proposed Cllr Robert Maitland, seconded Cllr Sally Millett, agreed unanimously.</p> <p>Cllr Mike Kelly proposed a new working party (terms of reference to be confirmed) to look at the boundaries of the town’s conservation area, SDC heritage strategy and listed buildings. This working party to also include Neighbourhood Plan and SDC Local Plan. This working party to be discussed at the June Council meeting.</p> <p>Cllr Sue Reed asked to join the Market Street Improvements and KGV Building working parties.</p> <p>It was resolved to remove the art centre project from the terms of reference for the Civic Centre working party.</p> <p>It was resolved to accept all of the changes to working parties suggested above. Proposed Cllr Angela Norman, seconded Cllr Sue Reed, agreed unanimously. The updated lists to be circulated to cllrs.</p>	<p>Clerk</p>
<p>2018/006</p>	<p>Appointment of Representatives on outside bodies Changes in representative: Nailsworth Health Partnership – Cllr Mike Kelly Dementia Friendly Town Group – Cllr Sally Millett League of Friends, Stroud Hospital – Cllr Sally Millett All three groups to be considered as health group representatives</p> <p>Forest Green Residents Association and Save Nailsworth Valley groups no longer exist and were removed from the list.</p> <p>Fairtrade Group – Cllr Angela Norman volunteered. Cllr Paul Francis removed.</p> <p>Cllr Sally Millett stood down as Nailsworth Youth Club representative.</p>	



	<p>Cllrs who are representatives on outside bodies were asked to report back more regularly to Council meetings.</p> <p>It was resolved to accept all the suggested changes. Proposed, Cllr Mike Kelly, seconded Cllr Anne Elliott, agreed unanimously.</p> <p><i>* Cllrs Sue Reed and Steve Robinson left the meeting at this point to attend SDC's Annual Meeting.</i></p>							
2018/007	<p>To confirm minutes of Council and Environment Committee meetings held on 1st May 2018</p> <p>The minutes of the Full Council meeting were confirmed Proposed Cllr Ron Kerby, seconded Cllr Robert Maitland, agreed unanimously</p> <p>The minutes of the Environment committee were confirmed Proposed Cllr Robert Maitland, seconded Cllr Angela Norman, agreed unanimously</p>							
2018/008	<p>Consideration of planning applications received as follows:</p> <p>CONSULTATION</p> <table border="1"> <thead> <tr> <th>Ref</th> <th>Detail</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>a)S.18/0921/HHOLD Watledge Lodge, Watledge Road, Nailsworth</td> <td>Hardstanding car park area and associated landscaping</td> <td>T-06 (large beech tree) is not listed as one to be removed. It is in the conservation area. We have concerns about this tree and don't feel it should be removed. The gabion wall and parking space should be adjusted accordingly. This tree should be retained in circumstances that allow it to continue to thrive.</td> </tr> </tbody> </table>	Ref	Detail	Comment	a)S.18/0921/HHOLD Watledge Lodge, Watledge Road, Nailsworth	Hardstanding car park area and associated landscaping	T-06 (large beech tree) is not listed as one to be removed. It is in the conservation area. We have concerns about this tree and don't feel it should be removed. The gabion wall and parking space should be adjusted accordingly. This tree should be retained in circumstances that allow it to continue to thrive.	
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2018/009	<p>Matters of Urgency</p> <ul style="list-style-type: none"> • Appointment of new admin assistant: interviews took place on Tuesday 15th May. The interview panel appointed Tim Godden to this post. As he didn't need to give any notice he will start on Monday 21st May. The Mayor will note this in Nailsworth News. • Co-option of cllr: there was no call for an election so NTC will co-opt to this position. A notice will be put in Nailsworth News for interested residents and with a closing date for Expressions of Interest. A form will be available in the office and on the website and applications will be put forward to Council. • Market Town Centre Initiative Fund: SDC have asked for initial proposals from NTC by 8th June, for a share of £200k funding over two years. 							



	<p>f) report from Neighbourhood Warden The previously circulated report was noted.</p>	
2018/011	<p>To consider Environment committee recommendations: There were no recommendations to consider.</p> <p>It was confirmed the mural competition will be in June's Nailsworth News and the closing date will be 14th September.</p>	
2018/012	<p>Accounts: To agree payments in accordance with the budget as listed in the attached report Cllr Ron Kerby undertook to work with the Deputy Clerk to look at telephone and broadband contracts.</p> <p>Four additional items were considered, and it was resolved to approve the payments list. Proposed Cllr Ron Kerby, seconded Cllr Robert Maitland, agreed unanimously.</p>	
2018/013	<p>To review NTC's Risk Assessment It was resolved to accept the updated NTC Risk Assessment. Proposed Cllr Mike Kelly, seconded Cllr Anne Elliott, agreed unanimously.</p>	
2018/014	<p>Adoption of Annual Governance Statement for the year ended 31 March 2018 It was resolved to adopt the Annual Governance Statement for year ended 2018 Proposed Cllr Anne Elliott, seconded Cllr Robert Maitland, agreed unanimously.</p>	
2018/015	<p>Adoption of Accounting Statement for the year ended 31 March 2018 Congratulations were extended to NTC staff for the results recorded in Box 6. Thanks were given to the Clerk and Deputy Clerk for their work.</p> <p>It was resolved to adopt the Accounting Statement for year ended 2018 Proposed Cllr Robert Maitland, seconded Cllr Sally Millett, agreed unanimously.</p>	
2018/016	<p>To approve the schedule of meeting dates for the year 2018-2019 It was considered the Council meeting time might be changed to slightly earlier. Clerk to write paper for June meeting to allow discussion by all cllrs.</p>	Clerk



	<p>It was resolved to agree the schedule of meeting dates.</p> <p>Proposed Cllr Anne Elliott, seconded Cllr Ron Kerby, agreed unanimously.</p>	
2018/017	<p>To approve the Council's annual insurance for 2018/19</p> <p>It was resolved to agree the insurance schedule.</p> <p>Proposed Cllr Ron Kerby, seconded Cllr Anne Elliott, agreed unanimously.</p>	

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

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Date