

NAILSWORTH TOWN COUNCIL

Minutes of a meeting of Nailsworth Town Council
held at Town Hall, Nailsworth
on Tuesday 6 September 2016

Present	Cllr Jonathan Duckworth (Chair) Cllr Anne Elliott Cllr Paul Francis Cllr Norman Kay Cllr Ron Kerby Cllr Robert Maitland Cllr Sally Millett Cllr Angela Norman Cllr Sue Reed Cllr Steve Robinson
Apologies	Cllr Myles Robinson

2016/103 DECLARATION OF INTEREST AND REQUESTS FOR CLLRS' DISPENSATIONS

There were no declarations of interest or requests for dispensations.

2016/104 CONSIDERATION OF PLANNING APPLICATIONS RECEIVED

Consultation

a)	S.16/1741/HHOLD Rowan House Shortwood Road Extension to garage (revised application) No observations
b)	S.16/1772/HHOLD Hazel View Church Street Garage extension No observations
c)	S.16/1616/FUL Land Near Gigg Mill Old Bristol Road Construction of new dwelling OBJECT We object to this application on the following grounds: <ol style="list-style-type: none"> 1. Loss of employment, contrary to Local Plan policy EL3. 2. Risk to trees immediately adjacent to the property. 3. Lack of sensitivity to historic mill environment. 4. The development would lead to a net loss of parking spaces in the area. 5. We note concerns about rights of way over the premises and adequate access for small industrial units on the site.
d)	S.16/1830/FUL Unit 3 Gigg Mill, Old Bristol Road Steel framed workshop SUPPORT This development would improve employment opportunities on the site.
e)	S.16/1499/CPL Barristers Cottage, Horsley Road, Installation of French doors to front elevation No observations
f)	S.16/1873/HHOLD Ringfield Farm Bungalow, Bath Road First floor extension to dwelling No observations
g)	S.16/1695/FUL The Hermitage, Scar Hill, Minchinhampton New single storey extension following demolition of existing extension/conservatory. Adaptation of existing window to create new entrance door and porch over No observations

h) S.16/1914/LBC Flat 3, Coopers Mill, Dunkirk Mills, Inchbrook Energy efficiency improvements. Minor change to layout of master bedroom and ensuite bathroom. Cosmetic update to bathroom and kitchen fittings and decoration No observations
i) S.16/1878/HHOLD Script House, Burfords Ground, Windsoredge Proposed front extension, loft conversion & driveway alteration No observations
j) S.16/1888/HHOLD Belvedere, Burfords Ground, Windsoredge Re-build and extend existing rear dormer. Extension to rear ground level No observations

Information

k) S.16/1699/TCA Barley Hill Watledge Road, 2x Sycamores – Remove deadwood. Inspect for defects, removing any minor ones and reporting any major ones. Sever ivy at base. Remove basal growths Noted
l) Hearing Date notification: APP/C1625/W/16/3145445 & APP/C1625/Y/16/314544 Days Mill, Fountain Street Addition of a third floor, conversion of the top three floors into 6 flats, and the erection of an external stairwell (details previously circulated) Noted

2016/105 UPDATE ON CHILDREN'S CENTRE PROVISION IN FOREST GREEN

As County Cllr Binns was not present to update members the Clerk was asked to invite Cllr Binns to the Council meeting on 20 September. **ACTION: CLERK**

2016/106 MINUTES OF THE MEETINGS OF THE PERSONNEL COMMITTEE HELD ON 3 and 10 AUGUST 2016

The minutes of the meetings were approved and signed.

Cllr Kay reported that he had decided to tender his resignation from the Personnel Committee as its meetings were held in the daytime and he was therefore unable to attend. It was agreed that the Committee would consider at its next meeting whether a replacement member would be required.

2016/107 PROPOSED TRAINING FOR THE NEW DEPUTY CLERK

Cllr Elliott presented her report updating members on the recruitment process for the new post of Deputy Town Clerk. She was pleased to report that the Personnel Committee had agreed unanimously under its delegated powers to appoint Justine Hopkins. Excellent references had been received and Mrs Hopkins was due to take up her post on 3 October 2016.

It was **agreed**, proposed by Cllr Kerby, seconded by Cllr Elliot and to unanimous support, to authorise the Deputy Clerk's attendance at the 'Clerks – the Knowledge' training course run by GAPTC, (3 sessions) at a cost of £105.00, to be funded from the Training Budget.

2016/108 NEW IT AND PHONE EQUIPMENT FOR CLERK'S OFFICE

The Clerk reported that the Deputy Clerk would be accommodated in the Clerk's office and that a second phone line had been installed in the office in anticipation. These lines would be interlinked with each other and with the Admin Assistant's line.

The Clerk advised that, in order to ensure that all the office computers were compatible, and having taken advice from the Council's IT consultant, she was

recommending that her own pc be rebuilt for the Deputy Clerk and that a new computer be purchased for herself at an approximate cost of £600.00. Following a request, she agreed to seek a comparable quotation from an additional local supplier.

After discussion, it was **agreed**, proposed by Cllr S Robinson, seconded by Cllr Kerby and to unanimous support, to purchase a new pc for Clerk at an approximate cost of £600.00, to be installed ahead of the Deputy Clerk’s start date of 3 October and funded from the office equipment budget. **ACTION: CLERK**

The Mayor advised that provision should be made for a rolling programme of upgrading the office IT equipment as required. He reported that, in the interests of office efficiency, a new email address was in the process of being set up for the public to use to contact the Clerk’s office: townhall@nailsworthtowncouncil.gov.uk This would be accessible to all office staff. In response to a question, the Mayor explained that the Clerk’s, Deputy Clerk’s and admin assistant’s individual Council email addresses would still be used for official business.

2016/109 DISCUSSION OF PC PROVISION FOR TOWN GROUNDSMAN

The Clerk explained that the Town Groundsman currently had to use his personal mobile phone and email address for work purposes. Members agreed that this was not a desirable situation and discussion ensued on possible solutions.

After discussion, it was **agreed**, proposed by Cllr Norman, seconded by Cllr Francis and to unanimous support, that the Clerk carry out further research on the Groundsman’s potential IT requirements and make a recommendation to the Personnel Committee, and that the Committee be granted delegated power to spend a maximum of £450.00 to spend on suitable equipment if appropriate. **ACTION: CLERK**

2016/110 COMMUNITY CONNEXIONS SERVICE

Cllr Elliott presented her report detailing a scheme, which she had been instrumental in setting up, whereby 24 local businesses had agreed to offer discounts to shoppers using Community Connexions’ two new shopping bus services to Nailsworth. The businesses concerned were displaying posters and the scheme would be advertised in Nailsworth News and on the NTC website. **ACTION: CLLR ELLIOTT**

.....
Town Mayor

.....
Date