



NAILSWORTH TOWN COUNCIL

MINUTES of a MEETING of Nailsworth Town Council held at the Town Hall, Nailsworth on Tuesday 18 June 2019

Present	Cllr Jonathan Duckworth Cllr Robert Maitland Cllr Steve Robinson Cllr Paul Francis Cllr Sally Millett Cllr Mike Kelly Cllr Emma Bonner Cllr Anne Elliott Cllr Sue Reed
Minutes	Katherine Kearns (Clerk)
Apologies	Cllr Angela Norman, Cllr Ron Kerby
Also present	Tracy Young (Youth Worker) Joy Way (resident)

Ref. No		Action
2019/030	Verbal introductions and safety briefing Everyone introduced themselves. Cllrs Robert Maitland and Steve Robinson volunteered to help Cllr Mike Kelly and Danny in the event of an emergency.	
2019/031	Declarations of Interest & Applications for Dispensations It was confirmed that it wouldn't be necessary for Cllr Sally Millett to withdraw if the Bunting Hill MUGA was discussed.	
2019/032	To receive a report from Nailsworth Youth Club Tracy Young, Nailsworth Youth Club explained that the youth club's work has adapted a little and expanded into other projects. Juniors is the most popular club with members queuing up to join as soon as they're old enough. Intermediate group is going strong but changing to Thursdays to accommodate young people who go to Scouts or other parents on Fridays. Senior group: very positive, very sporty and also doing the skate ramp graffiti project. A wide range of activities covered by the Youth Club was outline including; Cooking and craft for juniors Youth Café at the Arkell Centre, providing somewhere to go and a snack after school Forest School Outreach Nailsworth Rocks social media project has taken off and is being copied by families. MUGA sessions with PSALMS Parenting sessions, which will run again next year Choir (intergenerational project funded by PCC grant has been very positive to get adults through the door who haven't been before. Seniors lunch for 19 members served by young people at half term Multisports festival (changed from 'footie fest') was a big success and will be run again	



	<p>Graffiti project on skate ramps is ongoing Fire pit for KGV Field has begun. There will be major improvements to the youth club building during the summer. Thanks were given to NTC for a very refreshing and positive approach to the Youth Club. NTC in turn hope the great rapport and connection continues.</p>																
<p>2019/033</p>	<p>Consideration of Planning Applications received as follows: CONSULTATION</p> <table border="1" data-bbox="432 573 1270 1771"> <thead> <tr> <th data-bbox="432 573 687 607">Ref</th> <th data-bbox="687 573 938 607">Detail</th> <th data-bbox="938 573 1270 607">Comment</th> </tr> </thead> <tbody> <tr> <td data-bbox="432 607 687 801">a) S.19/1156/DISCON Abbeyfield House</td> <td data-bbox="687 607 938 801">Approval of reserved matters for demolition of extension at rear and external alterations.</td> <td data-bbox="938 607 1270 801">Noted.</td> </tr> <tr> <td data-bbox="432 801 687 1507">b)S.18/2761/FUL Laurel Cottage</td> <td data-bbox="687 801 938 1507">Replacement dwelling with new vehicular access.</td> <td data-bbox="938 801 1270 1507">This application should not be determined until such time as there's clarity over the height of the ridge line in relation to the road and other datum points. Only then can NTC and site neighbours make their informed comments. NTC would wish to have a better quality of design, more in keeping with the setting in the AONB and in consideration of its prominent visibility from the valley. The position of the house needs to consider the lowest point of the road adjacent to the plot.</td> </tr> <tr> <td data-bbox="432 1507 687 1608">c) S19/1180/HHOLD Oldways</td> <td data-bbox="687 1507 938 1608">Construction of single storey side extension.</td> <td data-bbox="938 1507 1270 1608">Deferred to 2nd July.</td> </tr> <tr> <td data-bbox="432 1608 687 1771">d) S19/1204/HHOLD Gresham, Burfords Ground</td> <td data-bbox="687 1608 938 1771">New garage to front, conversion of garage to living and link between garage.</td> <td data-bbox="938 1608 1270 1771">Deferred to 2nd July due to slow SDC website.</td> </tr> </tbody> </table>	Ref	Detail	Comment	a) S.19/1156/DISCON Abbeyfield House	Approval of reserved matters for demolition of extension at rear and external alterations.	Noted.	b)S.18/2761/FUL Laurel Cottage	Replacement dwelling with new vehicular access.	This application should not be determined until such time as there's clarity over the height of the ridge line in relation to the road and other datum points. Only then can NTC and site neighbours make their informed comments. NTC would wish to have a better quality of design, more in keeping with the setting in the AONB and in consideration of its prominent visibility from the valley. The position of the house needs to consider the lowest point of the road adjacent to the plot.	c) S19/1180/HHOLD Oldways	Construction of single storey side extension.	Deferred to 2 nd July.	d) S19/1204/HHOLD Gresham, Burfords Ground	New garage to front, conversion of garage to living and link between garage.	Deferred to 2 nd July due to slow SDC website.	
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<p>2019/034</p>	<p>To confirm minutes of Council and Recreation & Amenities Committee meetings held on 4 June 2019 and Personnel Committee of 13th June. The minutes of the Council on 4 June were approved with the following amendment to minute 2019/028. It was noted that the usual convention for Council resolutions is to begin the statement with 'It</p>																



	<p>was resolved...' in order to clearly mark resolutions. This has been amended to follow usual convention.</p> <p>Proposed Cllr Robert Maitland, seconded Cllr Mike Kelly and all in favour.</p> <p>The minutes of the Recreation & Amenities committee on 4 June were approved.</p> <p>Proposed Cllr Steve Robinson, seconded Cllr Paul Francis and all in favour.</p> <p>The minutes of the Personnel committee on 13 June were approved. The minutes of 6th June will follow.</p> <p>Proposed Cllr Anne Elliott, seconded Cllr Emma Bonner and all in favour.</p>	
<p>2019/035</p>	<p>Matters of Urgency</p> <ul style="list-style-type: none"> • Cllr Anne Elliott will be making a collection for the Deputy Clerk's leaving present • Cllr Sally Millett asked cllrs to look for places trees and shrubs can be planted and inform the Environment committee for the next meeting. 	
<p>2019/036</p>	<p>Reports</p> <p>a) reports from County and District Councillors There was a positive meeting last week about SIDS/20mph restrictions and District Cllr Steve Robinson will be looking at roads in town where these can be legally brought in. The Extinction Rebellion meeting was very well supported by a mix of Nailsworth people. Stroud meeting re. 5G raised many concerns from people. DCC meeting re. new FGR stadium at Eastington: The proposal was rejected but the application will probably be resubmitted. The discussion went on for 4hrs and was a very difficult decision. As County Cllr Steve Robinson will arrange another meeting with FGR about them paying for GCC's traffic enforcement. SDC sheltered housing tenants have been informed red alarm cords will be replaced with CareLine (a button to wear). SDC Cllrs weren't informed. District Cllrs were also not informed of the proposed removal of the Bunting Hill MUGA by SDC Housing. Cllr Steve Robinson is working with SDC Housing on alternatives to removing the MUGA which was installed in response to problems with children playing on streets. It was requested that NTC take this up with Chief Exec Kathy O'Leary.</p> <p>b) report from Town Mayor DCC meeting re. new FGR stadium: a major part of refusal is the stadium being outside the local plan. There are significant doubts of the benefits to the local community. NTC need to consider how to act. Cllrs Robert Maitland and Jonathan Duckworth will work on a plan of action, possibly with professional help. The Mayor and Clerk met new SDC Chief Exec Kathy</p>	<p>Clerk</p> <p>RM/JD</p>



	<p>O’Leary and discussed how to build a good relationship between SDC/NTC.</p> <p>c) report from Deputy Mayor Noted.</p> <p>d) report from Clerk’s office GAPTC Executive committee is on Thursdays which is difficult for Cllr Sue Reed to attend. All cllrs were asked to consider if they can attend. It was resolved that NTC second Stroud Town Council’s motion to GAPTC’s AGM that NALC lobby government to extend the powers granted in London to prohibit parking on pavements to the rest of the country.</p> <p>e) reports from Members on outside bodies There were none</p> <p>f) reports from Working Parties There were none</p>	Clerk
2019/037	<p>Accounts To agree payments in accordance with the budget as listed in the attached report</p> <p>In response to a query the Clerk explained that the terms and conditions of marquee hire were looked at before the Town Meeting and that poor weather isn’t something that can be insured against with NTC’s insurers. It was a difficult decision to change the Town Meeting venue the day before but one that didn’t risk danger to the public. It was recognised that NTC take a risk in siting the Town Meeting in the middle of town to increase accessibility.</p> <p>The Clerk was asked if NTC should consider changing cleaning contractor considering the lower rate offered by GCC’s contractor. The Clerk expressed reluctance to change contractor due to the longstanding good relations with the current contractor.</p> <p>Proposed Cllr Mike Kelly, seconded Cllr Robert Maitland and all in favour. (Cllr Steve Robinson abstained as there was an expenses payment to him)</p>	
2019/038	<p>To review NTC’s Risk Assessment</p> <p>The Clerk reported that there is an Emergency Planning template supplied by GRCC which can be worked on when time is available.</p>	
2019/039	<p>To receive a report on the budget position</p> <p>Noted</p>	
2019/040	<p>To adopt the General Power of Competence</p> <p>It was noted that the GPC must be adopted again each year at the Council’s AGM and after an election.</p> <p>It was resolved that Nailsworth Town Council adopt the General Power of Competence due to the Council meeting both of the qualifying conditions:</p> <ol style="list-style-type: none"> 1. that at least two thirds of councillors are elected 2. that the Clerk is CiLCA qualified <p>Proposed Cllr Steve Robinson, seconded Cllr Sally Millett and all in favour.</p>	
2019/041	<p>To approve the Council’s annual insurance for 2019 - 2020</p> <p>The insurance was approved.</p>	



	<p>Proposed Cllr Emma Bonner, seconded Cllr Steve Robinson and all in favour.</p>	
<p>2019/042</p>	<p>To consider recommendations from the Personnel Committee: Terms of Reference of the Personnel cttee: The recommendation is for no more than 5 members with 3 being a quorum. Concerns were expressed about some of the Personnel committee’s recommendations and how the committee has been carrying out its decisions without full knowledge of all its members and in a partial fashion. It was felt that some issues are trained HR roles which aren’t covered by a committee, including mediation. It was noted that mediation should have been carried out by an external person. Cllr Sally Millett further noted that the subject of the mediation had not wanted the issue to be taken to any outside organisation.</p> <p>It was noted that now NTC has adopted the General Power of Competence it may be more appropriate to outsource HR functions as have a number of local councils.</p> <p>It was resolved to temporarily disband the Personnel committee and to seek advice from GAPTC on HR matters.</p> <p>Proposed Cllr Sue Reed, seconded Cllr Mike Kelly and all in favour.</p> <p>The Clerk reminded Council that as Proper Officer and their legal and technical advisor they were reminded of the need to put aside personalities and rivalries and remember they are elected to serve the best interests of the town. Every decision must consider what is best for the town and the continuance of council business.</p> <p>Line management: It was noted that the term line management may not be appropriate for the relationship between Clerk and Council as it’s similar to the Chief Exec of SDC. It was suggested that liaison be with the Mayor and Deputy Mayor as this is fitting to the roles. This has traditionally been the format until recent years. This can be reviewed when considering outsourcing HR functions.</p> <p>It was resolved that the Mayor and Deputy Mayor ‘line manage’ the Clerk.</p> <p>Proposed Cllr Robert Maitland, seconded Cllr Sue Reed and all in favour.</p> <p>Future work planning: It was noted that the functions of the council cannot be properly carried out unless the office is properly staffed. Immediate cover needs to be put in place as NTC will lose a full time member of staff on 8th August. It was noted the Admin Assistant’s offer of working extra hours to be considered.</p>	



	<p>The Clerk suggested a ceiling of 15hrs extra cover per week be sought, with regular reviews of the requirements. This to cover handover, staff review and recruitment.</p> <p>It was resolved that the Clerk approach GAPTC to find a locum clerk for up to 15hrs extra office cover per week to cover this period. This to be regularly reviewed.</p> <p>Proposed Cllr Robert Maitland, seconded Cllr Steve Robinson and all in favour.</p>	
2019/043	To consider future staffing and workload planning This item was covered by the above item.	
2019/044	To receive a report on the contents of the Internal Auditor's report It was confirmed that questions emailed to some cllrs about the Internal Auditor's report will be dealt with in the appropriate manner.	
2019/045	To consider an application to the High Streets Heritage Action Fund The Clerk gave an update based on new information from GRCC and Barbara Pond. It was noted that NTC have been slow in coming forward when these opportunities arise. A big problem for NTC is the lack of staff. It was noted that if NTC is serious about improving the town and making it more resilient in difficult times then time and funding must be put into staff to do so. Council is not in a position to make a bid at this time.	
2019/046	To consider a response to SDC concerning the Community Governance Review It was confirmed that it's now too late to consult neighbouring parishes on NTC's proposed changes.	

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

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Date