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NAILSWORTH TOWN COUNCIL

Civic Centre, Old Market, Nailsworth, Glos. GL6 0DU

Tel: 01453 833592 email: clerk@nailsworthtowncouncil.gov.uk

Clerk to Council: Katherine Kearns

You are summoned to attend a meeting of the Nailsworth Town Council to be held in the Town Hall, Old Bristol Road, Nailsworth on Tuesday 6th September 2022 starting at **6.30pm**.

Mrs K Kearns
Town Clerk
1st September 2022

All residents of the Parish are welcome to attend and a 15 minute period will be set aside for members of the public to raise questions.

- 1 Apologies
- 2 Verbal Introductions and Safety Briefing (fire and covid-19)
- 3 Declarations of interest and applications for dispensations
- 4 Consideration of Planning Applications received as follows:

CONSULTATION

- a) S.22/1408/FUL Land At 16, West Tynings, Forest Green, Nailsworth. Application: Full New single dwelling with landscaping. (Resubmission of S.18/1962/FUL)
- b) S.22/1631/HHOLD. Prencott, Harley Wood, Nailsworth, Stroud. Application: Householder. Alterations and extension to existing dwelling
- c) S.22/1750/FUL. Ruggers Green Barn, Tetbury Lane, Nailsworth, Stroud. Application: Full Timber glamping pod for use as holiday accommodation (retrospective)
- d) S.22/1771/HHOLD 24 Millbrook Walk, Inchbrook, Stroud, Gloucestershire. Application: Householder. New window to match existing in first floor bedroom
- e) S.22/1818/LBC 1 Old Bristol Road, Nailsworth, Stroud, Gloucestershire. Application: Listed Building Application. Internal alterations, to form a ground floor WC shower room, comprising the completion of substantively started works approved in 1976

TREES IN A CONSERVATION AREA

- f) S.22/1887/TPO Beaudesert Park School, Box, Stroud, Gloucestershire. Application: Tree Preservation Order. Description: T944 Common Ash. Fell to near ground level. T945 Common Ash. Fell to near ground level. T946 Common Ash. Fell to near ground level. T947 Common Ash. Fell to leave a 3m stump for habitat creation. Untagged Common Ash tree 1. Fell to leave a 6m stump for habitat creation Untagged Common Ash tree 2. Fell to leave a 4m stump for habitat creation. Untagged Common Ash tree 3. Fell to leave a 4m stump for habitat creation.
- g) S.22/1890/TCA Locks Mill, Brewery Lane, Nailsworth, Gloucestershire. Application: Trees in a Conservation Area. Description: Cherry near the tomato sheds. This tree is now almost completely dead. Fell to near ground level.

PREVIOUSLY TRACKED APPLICATIONS

- h) S.22/1200/HHOLD. Brook House Brewery Lane Nailsworth. Application HHOLD. Demolition of a single storey side extension, erection of a new two storey side extension with car port, landscaping and associated works. Application permitted. NTC: no observations



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- i) S.22/1410/TPO 35 Whitecroft, Forest Green, Nailsworth. Application Tree Preservation Order. T3Ash – remove, ash dieback. G1 variety of conifers – cut back to allow 2 metre clearance from ground level. Application approved. NTC: Noted.
 - j) S.22/1639/TCA Bramshaw, Theescombe, Amberley, Stroud. Application: Trees in a Conservation Area. Fell dead ash (T1) and Conifer (T2). Application approved. NTC: No comment
 - k) S.22/1274/FUL. Land At The Berry House, Bunting Hill, Nailsworth, Gloucestershire. Application: Full Erection of dwelling. Application refused. NTC: Following the removal of trees from this site, NTC would like to see a replanting strategy put in place.
 - l) S.22/1131/LBC Laurel Cottage, Bath Road, Nailsworth, Stroud. Application: LBC Replacement of door with stable door. Application approved. NTC: No observations
 - m) S.22/1400/HHOLD. Fox Cottage, Newmarket, Nailsworth, Stroud. Application: Householder. Construction of a single storey front extension (replacement of an existing extension) Application permitted. NTC: No observations
 - n) S.22/1220/VAR Avalon, Moffatt Road, Forest Green, Nailsworth. Application: Variation of condition. Variation to the application S.21/0610/HHOLD - Variation to plans to include a bathroom obscure window & a change in the direction of the external stairs. Application permitted. NTC No observations.
 - o) S.22/1322/FUL. Land At Ringfield Farm, Bath Road, Nailsworth, Gloucestershire. Application: Full. Erection of one dwelling with associated works. (Resubmission of S.18/0380/FUL) Application refused. NTC: As Highways are yet to make a decision, NTC would like to defer making a comment until Highways have looked at this application.
 - p) S.22/1213/FUL. Acorn School, Church Street, Nailsworth, Stroud. Application: FUL. Demolition of existing outbuildings/portacabin to be replaced with a two storey classroom block and single storey shower block. Application permitted. NTC: After a discussion on the very modern look of the building it was agreed the comment from NTC is no observations
 - q) S.22/1199/HHOLD. The New House, Star Hill, Forest Green, Nailsworth. Application: HHOLD Erection of single storey extension with terrace over. Application permitted. NTC: No observations
 - r) S.22/1384/HHOLD. Rose Dene, Shortwood Road, Walkley Wood, Nailsworth. Construction of a garden room, access steps and alteration to boundary wall. Application: withdrawn. NTC have no objection to the construction of the garden room, however, concerns were expressed regarding the height and weight of the boundary wall and would prefer the wall to be reduced in height.
 - s) S.22/1660/TCA Land Adjacent To, Redroofs, Park Road, Nailsworth. Application: Trees in a Conservation Area 1. Weeping Willow - Reduce height to leave at 5m high (large decay in main stem) 2. Weeping Willow - Re-pollard back to old pollard points due to regrowth Hawthorn - Cut back sides from over footpath. Application approved. NB: An extension wasn't granted by the Planning Officer and this application has already been approved.
- 5 To confirm minutes of the Full Council meeting and of the Recreation & Amenities Committee held on Tuesday 2nd August, and of the Personnel Committee held on Tuesday 26th August (papers available)
- 6 To consider Recreation & Amenities Committee recommendations:
- It was **recommended**:
1. To set aside a budget of £3,000 for Town Hall structural surveys
 2. To appoint a locum/project manager to tender for the survey work and liaise with the chosen surveyor for the initial surveys
 3. For structural surveys to be carried out on the two retaining walls
 4. For the walls to be included on a maintenance schedule, to prevent further deterioration.



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Tel: 01453 833592 email: clerk@nailsworthtowncouncil.gov.uk

Clerk to Council: Katherine Kearns

It was **recommended:**

1. To set aside a budget of £5,000 to cover all three KGV skate ramp units needing urgent repair
2. To investigate the cost to fully refurbish or replace (as appropriate) each skate ramp unit on a rolling programme as necessary, and for this figure to be brought to the autumn budget meeting

It was **recommended:**

1. Apply a charge of £100 per week to Hobbs, with effect the 1st September 2022
2. To defer a decision on all the other hire charges.
3. Cllrs Ros Mulhall and Shelley Rider to work with the Officers to review the report in full.

It was **recommended:**

To researching more modern tables and chairs for the Council Chamber and to recommend disposal of the existing tables and chairs in time for the October budget meeting.

It was **recommended:**

To fit lever valves on the shower feeds in the changing rooms, to clean the system of limescale and to fit a combi mate limescale filter at a cost of £720

- 7 Matters of Urgency: *important items that have arisen since the meeting summons (agenda) and cannot wait to be addressed with a written report at a future meeting, due to inflexible deadlines*
- 8 Accounts
To agree to ratify payments for August in accordance with the budget as listed in the attached report (paper available)



NAILSWORTH TOWN COUNCIL
Minutes of Nailsworth Town Council
DRAFT

held at the Town Hall, Old Bristol Road, Nailsworth GL6 0JF
on Tuesday 2nd August 2022

Present:

Clr Mike Kelly (Chair)
Clr Natalie Bennett
Clr Paul Francis
Clr Robert Maitland
Clr Angela Norman
Clr Shelley Rider
Clr Steve Robinson
Clr Colleen Rothwell

Minutes:

Locum Clerk, Mrs Irena Litton BEM

Apologies:

Clr Jonathan Duckworth
Clr Patsy Freeman
Clr Ros Mulhall

Also present:

20 Members of the Public

2022/076

Verbal Introductions and safety briefing

Those present identified themselves. The fire evacuation routes were described for all those present.

2022/077

Public participation

It was requested that with a number of planning applications submitted for greenfield land that the Council consider undertaking a survey to understand the greenspaces, forestry and watercourses within the Parish and how best to protect them.

Land North of Pike Lane (S.22/1482/FUL)

An example of loss of trust in Stroud District Council Planning Department was shared. The applicant's Design and Access Statement suggests the Planning Officer has conceded that proposals for this land were suitable prior to an application being submitted. This would be inappropriate.

Summary of Public Comments:

- There are rules for barn conversions that give pre-determined rights – how do these rights effect this application?
- The building is not a barn but an old cider house; the developer wants to make it look like a barn conversion.
- The bats will have to be moved.
- The applicant is suggesting that it is a Heritage Asset but then includes proposals that would be inappropriate to the protection of a Heritage Building.
- The proposals would adversely affect the enjoyment of the Public Rights of Way.
- Limited amenity space.
- There is no suitable vehicle access and the applicant has not proved the right of access.



- Suspicion that the applicant has other plans for further development.
- That after speaking with a Planning Officer, this application may be split into two separate applications, so urged the Council to also ensure they consider the implications of the equestrian proposals as well as the barn conversion.

Land at Pike Lane (Variation) (S.22/1512/VAR)

Summary Public Comments:

- The main differences are that the huge three storey of coloured glass is to be replaced by louvers.
- Both Plot 8 and Plot 1 have increased in size and the garage is now detached.

The Mayor thanked the residents for their valuable input.

Cambray House (S.22/1623/FUL)

The applicant explained the proposals and what he is hoping to achieve. He confirmed that Highways supported the application as it improves the safety for both the applicant and other road users. He confirmed that he does not want to gain permitted development rights on the new drive.

2022/078

Declarations of Interest & Applications for Dispensations

Cllr Angela Norman declared an interest in Agenda Item 2022/078 b - S.22/1384/HHOLD, Rose Dene

2022/079

Consideration of Planning Applications received as follows:

- a) S.22/1482/FUL Land North Of, Pike Lane, Nailsworth, Gloucestershire. Application: Full Barn conversion to form a dwelling with assoc. access arrangements and landscaping. Change of use of field from agricultural to equestrian. Erection of a stable

Comment: NTC strongly objects to this application and furthermore would like the application called into the Development Control Committee, should the Officer be minded to approve it. If the application is approved then NTC would like the following conditions to be added - "no construction traffic on the cart track and no closure of footpaths at any time. Plus a condition that all work is carried out with hand tools".

Reasons for objection:

1. This proposed development - 'barn conversion' – should be refused as it is outside the settlement boundary.
2. The case for development rests on "development proposal ... needed to maintain the heritage asset". (Planning Statement [PS] 3.3.70. However, the building has not been identified by the LPA as having local heritage interest – though the PS says that this is required for a non-designated asset (3.3.3). The applicants admit they have found no evidence that Miry Barn has any historical relationship with the listed buildings on Barn Close (2.3.5). They assert that the building is a heritage asset simply to make a case for development.
3. Access to the converted barn is proposed using what is inaccurately termed a lane – in reality a narrow unmade cart track with no passing places, generally seen and used as a relatively wide footpath. The track is almost never used by motor vehicles, but is heavily used by pedestrians, including children. The development creates a parking area adjacent to the barn by developing part of the adjacent field. This would further encroach on green space, whilst vehicular parking, deliveries and service visits will mean much more intensive use of the unmade track / footpath. This will create pressure to widen and tarmac it, changing its character and making it less safe for pedestrians.



This is particularly unacceptable as the site lies at the junction of two key footpaths (FP17 and 21), which are much used and provide the only safe pedestrian access to the town from Shortwood and from Rockness. The track is currently safe with effectively no vehicular use, whilst Barn Close is a cul de sac. This development would require frequent vehicle access and turning movements and put pedestrians at risk. That is unacceptable. The footpath from Shortwood currently emerges at the footpath crossroads, transitions to a track, then a cul de sac and finally a road. This pleasing and safe progression would be ended; it would emerge in a parking lot and transition to a narrow vehicular access which would be dangerous to pedestrians.

This much walked area would be irrevocably changed, its character destroyed and the 'arrangement of spaces' and pathways that 'establish a strong sense of place' would be ruined.

4. The proposal to change the use of the grazing land from agricultural to equestrian and to erect a new 'stable' is unacceptable. The existing use agricultural use is entirely appropriate for how the land is utilised, which is for grazing a couple of horses. Equestrian use opens the possibility of more intense and inappropriate activity – livery, schooling etc – that would mean further development and / or clutter on the green space – e.g. jumps, horse exercisers, schooling surfaces replacing grass. That would be a further encroachment on the valley, undermine its status as a 'quiet valley' and encourage further development.
5. It is inaccurate to claim a track is a lane, and assert that the barn has links to listed buildings, and is a non-designated heritage asset.

Summary of objection:

The proposed development contravenes planning policies, including but not limited to development that is outside the settlement boundary; that will result in more building and more intensive use in the quiet valley; that will disrupt public footpaths and introduce vehicular traffic to a narrow cart track; that will destroy the sense of place.

- b) S.22/1384/HHOLD Rose Dene, Shortwood Road, Walkley Wood, Nailsworth. Application: Householder Construction of garden room, access steps and alteration to boundary wall
Cllr Angela Norman took no part in the debate.
Comment: NTC have no objection to the construction of the garden room, however, concerns were expressed regarding the height and weight of the boundary wall and would prefer the wall to be reduced in height.
- c) S.22/1512/VAR Land At, Pike Lane, Nailsworth, Gloucestershire. Application: Variation of Condition. Variation of Condition 1 of S.17/0883/REM - Changes to detailed house design of Plot 1
Comment: NTC objects to this application. This application was opposed by over 1,000 people and was won on appeal. Development was given permission on the design quality and cohesion and these proposed variations degrade the design quality.
- d) S.22/1531/LBC. Wood Farm, Nympsfield Road, Forest Green, Nailsworth. Application: Listed Building Application. Replacement of modern porch, kitchen extension, internal alterations, new car port/garage and barn conversion with link building
Comment: NTC supports this application.
- e) S.22/1530/FUL. Wood Farm, Nympsfield Road, Forest Green, Nailsworth. Application: Full. Replacement of modern porch, kitchen extension, internal alterations, new car port/garage and barn conversion with link building



Comment: NTC supports this application but would like a condition included to ensure that the barn conversion remains as an ancillary to the main dwelling.

- f) S.22/1565/HHOLD. Dairy Farm, Whips Lane, Watledge, Nailsworth. Application: Householder. Construction of small porch extension

Comment: No observations.

- g) S.22/1623/FUL. Cambray House, Bath Road, Nailsworth, Stroud. Application: Full. Change of use of land from agricultural to domestic to facilitate the creation of a new access and the erection of outbuilding comprising a double bay garage, store, office and meeting room

Comment: NTC supports this application but would like a condition added to ensure that the new access/driveway does not increase the residential curtilage and gain permitted development rights.

- h) S.22/1631/HHOLD. Prencott, Harley Wood, Nailsworth, Stroud. Application: Householder. Alterations and extension to existing dwelling

Comment: NTC find that the documents submitted with this application are unreadable. NTC agreed to defer their decision and request an extension from the Planning Officer and request that legible documentation is provided.

TREES IN A CONSERVATION AREA

- i) S.22/1639/TCA. Bramshaw, Theescombe, Amberley, Stroud. Application: Trees in a Conservation Area. Fell dead ash (T1) and Conifer (T2)

Comment: No Comment.

PREVIOUSLY TRACKED APPLICATIONS

- j) S.22/1279/TCA Sesame House Watledge Road Nailsworth Stroud Gloucestershire. Holm Oak (T1) - Reduce height by 4m, reduce width by roughly 2m. Walnut (T2) crown by roughly 2.5m. Application approved. NTC: no observations
- k) S.22/1144/LBC 5 Merton Cottages Shortwood Road Nailsworth. Rear single storey extension and internal works. Application approved. NTC: supports this good piece of design.
- l) S.22/1107/HHOLD 22 Worley Ridge Nailsworth Stroud Gloucestershire GL6 0DP
- m) Erection of single storey rear extension & dormer windows. Application permitted. NTC: no observations.

2022/080

To confirm minutes of the Full Council meeting held on Tuesday 19th July 2022

All agreed

2022/081

Matters of Urgency *important items that have arisen since the meeting summons (agenda) and cannot wait to be addressed with a written report at a future meeting, due to inflexible deadlines*

- Beechwood Road play area: the main fence had been knocked down by a van. This area should be managed by Redrow. It has emerged that the play equipment has not been ROSPA inspected. Therefore, the play area is now closed to allow for a ROSPA inspection to take place, repairs and to be made safe. The closure will be for approximately 6-8 weeks.
- Bolt (a sponsor of Forest Green Rovers) want to encourage less reliance of cars and offering a donation of £10,000 to Nailsworth Town if through their 'app' a number of steps or bike rides (tbc) is signed up to and achieved. A consultation will be held for the use of the funding.



- An information session will take place in the Mortimer Rooms with regard the works to the mini roundabout and flood alleviation works commencing on the 12th September. This will be advertised in the Nailsworth News. The works are being carried out by Gloucestershire County Council Highways and are expected to take approximately 6 weeks.

2022/082

To consider a budget of up to £8,000 (including legal fees of £1,800) to allow phase one work to start as soon as the land is transferred to NTC (for Carters Way)

All agreed to a budget of up to £8,000 (including legal fees of £1,800) is set aside to allow phase one work to start as soon as the land is transferred to NTC.

2022/083

To ratify a payment of £1,825 to Artsparks for work on the Festival of Flags, missed off the July payment list and included as an emergency payment

All agreed.

2022/084

To consider raising changes to Nailsworth parish boundary under SDC's Community Governance

All agreed to put forward all four suggested changes to the parish boundary and to consult with neighbouring parishes who will be affected by NTC's proposals (Woodchester, Minchinhampton and Horsley)

.....
Town Mayor
Nailsworth Town Council
Civic Centre, Old Market,
Nailsworth, GL6 0DU

.....
Date



NAILSWORTH TOWN COUNCIL
Minutes of the Recreation and Amenities Committee
DRAFT

Held at 7pm in the Town Hall on Tuesday 2nd August 2022

Present:

Clr Mike Kelly (Chair)
Clr Paul Francis
Clr Shelley Rider
Clr Steve Robinson

Minutes:

Locum Clerk, Mrs Irena Litton BEM

Apologies:

Clr Jonathan Duckworth
Clr Ros Mulhall

To consider a structural survey for the retaining wall between the Town Hall and 2 Folly Cottages, and the Town Hall and footpath

After a discussion,

It was **recommended:**

1. To set aside a budget of £3,000 for Town Hall structural surveys
2. To appoint a locum/project manager to tender for the survey work and liaise with the chosen surveyor for the initial surveys
3. For structural surveys to be carried out on the two retaining walls
4. For the walls to be included on a maintenance schedule, to prevent further deterioration.

To consider a report on the condition of the KGV skate ramps and urgent repairs needed

It was **recommended:**

1. To set aside a budget of £5,000 to cover all three units needing urgent repair
2. To investigate the cost to fully refurbish or replace (as appropriate) each unit on a rolling programme as necessary, and for this figure to be brought to the autumn budget meeting

To consider the hire charges for NTC's rooms, storage and open spaces as part of the ongoing Facilities Review

It was **recommended:**

1. Apply a charge of £100 per week to Hobbs, with effect the 1st September 2022
2. To defer a decision on all the other hire charges.
3. Cllrs Ros Mulhall and Shelley Rider to work with the Officers to review the report in full.

The Committee did not want to commence charging for outdoor community spaces (this does not apply to fees already in place i.e. pitch charges). The Committee also requested a more realistic timetable of the 1st January 2023 for the new fees to be applied.

To consider researching alternatives to the tables and chairs in the Council Chamber

It was **recommended:**

To researching more modern tables and chairs for the Council Chamber and to recommend disposal of the existing tables and chairs in time for the October budget meeting.



To consider plumbing work in KGV changing rooms at a cost of £720

It was **recommended:**

To fit lever valves on the shower feeds in the changing rooms, to clean the system of limescale and to fit a combi mate limescale filter at a cost of £720

The Committee further requested that the filter is added to the maintenance schedule to ensure the filters are changed as appropriate.

.....
Chair of Recreation and Amenities committee
Nailsworth Town Council
Civic Centre, Old Market, Nailsworth, GL6 0DU

.....
Date

DRAFT



NAILSWORTH TOWN COUNCIL
Minutes of the Personnel Committee

Meeting in Town Hall at 4.30pm on Tuesday 26th August 2022. The meetings of this Committee will be confidential and are not open to the public.

Present:

Cllr Jonathan Duckworth (Chair)
Cllr Angela Norman
Cllr Ros Mulhall
Cllr Shelley Rider
Cllr Patsy Freeman

Minutes:

Clerk

Apologies:

Cllr Mike Kelly (Mayor)
Cllr Colleen Rothwell not present

Declarations of Interest and Dispensations

There were none.

To receive an update on staffing matters

There was an update on a staff member's return to work following sickness. A follow up meeting has been arranged for Wednesday 27th July. There was a discussion about arrangements for review meetings with the line manager and the importance of continuity.

To receive an update on job evaluations for the Customer Services roles and the Groundsman role (paper available)

It was suggested that the Groundsman's job evaluation take place when he returns from holiday. The rest of the job evaluations are near completion.

To consider a draft staff handbook in line with current practice and policies (paper available)

There was a discussion about the wording of the draft staff handbook being quite negative and not the ethos of NTC;

- 'needs of the business' to change to 'needs of the council'.
- Page one begins with 'Dishonesty'. Preferable for a more positive approach e.g. 'we expect honesty at all times...'
- change the term 'customers' to 'residents'

As a summary of expected behaviour the Nolan Principles of Public Life could be at the start of the document.

It was agreed to have a separate meeting to discuss the staff handbook. Also that when complete, there is a presentation to all staff which allows for questions.

Next Personnel Cttee mtg: 4.30pm Tuesday 13th September

Nailsworth Town Council

Expenditure transactions - payments approval list Start of year 01/04/22

Approval no 15

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
15449	DD220420 GRUNDON	£10.22	1260	31/03/22	Grundon Waste Management - waste collection TH	£19.71
15450	DD220420 GRUNDON	£9.49	1260	31/03/22	Grundon Waste Management - waste collection CC	£19.71
15476	DD220412 OCTOPUS	£22.13	2060	04/04/22	Octopus - Mortimer room	£22.13
15477	DD220417 OCTOPUS	£9.04	3120	04/04/22	Octopus - Junction Elec	£9.04
15743		£80.70	4000	24/05/22	Trade UK Ltd - litter pickers	
15742		£68.20	6530	16/06/22	Three Storeys - Festival of Words	
15736		£1,402.08	3010/2	22/06/22	Sky Fabrications - initial 50% deposit for skate ramp repairs	
15658	DD220715 OCTOP	£10.89	3035	04/07/22	Octopus - Mortimer garden electricity	£10.89
15663	DD220711 OCTO	£10.89	3120	05/07/22	Octopus - Junction Elec	£10.89
15715		£118.56	1120	05/07/22	Furniture@Work Ltd - desk chair	
15661	DD220712 OCTOPUS	£17.54	2060	06/07/22	Octopus - Mortimer room	£17.54
15719		£240.86	6530	06/07/22	Jessy Plant - FOW curation	
15735		£150.00	6530	12/07/22	School of Larks - Festival of Words	
15744		£23.40	3090	14/07/22	Trade UK Ltd - CR refurb	
15745		£5.99	3090	19/07/22	Trade UK Ltd - CR refurb	
15746	DD220802 WATER	£33.17	3080	19/07/22	Water Plus - charges for Cadet Hut	£33.17
15747	DD220801 WATER	£36.25	2050	19/07/22	Water Plus - TH water	£36.25
15697	DD220809 BRIT	£36.36	3070	26/07/22	British Gas - KGV electricity	£36.36
15695		£290.00	4140	28/07/22	Avendale Garden Maintenance Service - grass cutting July	
15716		£238.85	1165/6	28/07/22	Gloucestershire County Council - cleaning CC&MR	
15580	DD220826 CLARITY	£164.58	1140/3	29/07/22	Clarity Copiers Ltd - photocopying	£164.58
15713		£243.00	1120	29/07/22	Eleksafe - PAT testing across buildings	
15696		£661.50	2000	31/07/22	A-Z Cleaning - Office clean - July	

Signature _____

Signature _____

Date _____

Nailsworth Town Council

Expenditure transactions - payments approval list Start of year 01/04/22

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
15711		£23.76	3010/4	31/07/22	Denis Brown and Son - play equipment support	
15717	DD220820 GRUN	£10.34	1260	31/07/22	Grundon Waste Management - waste collection TH	£19.93
15718	DD220820 GRUN	£9.59	1260	31/07/22	Grundon Waste Management - waste collection CC	£19.93
15721		£152.00	3030/1	01/08/22	Yard House Nursery - Rotary plants for NTC	
15722		£379.20	3030/1	01/08/22	Yard House Nursery - Bedding plants NTC	
15741		£40.00	3030/1	01/08/22	Yard House Nursery - Hanging baskets	
15702	DD220817 BGAS	£26.06	2100	03/08/22	British Gas - Mortimer room Gas	£26.06
15714	DD220814F UEL	£35.36	3050/3	07/08/22	Fuel Card Services Ltd - fuel for groundman's vehicle	£35.36
15723	DD220821 OCTOPUS	£25.83	2110	08/08/22	Octopus - Clock tower elec	£44.26
15724	DD220806 CTOP	£9.52	2020	08/08/22	Octopus - TH Gas supply	£9.52
15725	DD220818 OCTO	£122.92	2030	08/08/22	Octopus - TH Electricity supply	£122.92
15726	DD220815 OCTOP	£97.53	3035	08/08/22	Octopus - Mortimer garden electricity	£97.53
15727	DD220821 OCTOPUS	£18.43	3070	08/08/22	Octopus - Changing rooms Elec	£44.26
15728	DD220812 OCTOPUS	£18.03	2060	08/08/22	Octopus - Mortimer room	£18.03
15729	DD220817 OCTO	£181.92	1165/1	08/08/22	Octopus - Civic centre electricity	£181.92
15730	DD220811 OCTO	£10.20	3120	08/08/22	Octopus - Junction Elec	£10.20
15698		£480.00	6240	09/08/22	Midland Forestry Ltd - Norton Wood: emergency tree work Remove large branch fallen from Beech tree onto fence of Sable Cottage.	
15700		£61.34	3010/2	10/08/22	Mark Harrod - arrow hooks - football goals	
15720	FPO220721 KKEARNS	£167.23		11/08/22	Katherine Kearns - Zoom , software, fow	£167.23
	1	£14.39	1120		zoom	
	2	£104.85	6530		Festival of Words	
	3	£47.99	1120		software	
15748	PAY220806 LLOYDS	£21.55	1155	11/08/22	Lloyds Bank - Bank account charges for	£21.55

Signature _____

Signature _____

Date _____

Nailsworth Town Council

Expenditure transactions - payments approval list Start of year 01/04/22

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
15699		£900.00	1160	15/08/22	Mike Kelly - Mayor's Allowance 2022 From April 2022 to May 2023	
15701		£450.00	6530	15/08/22	Bowers Design - Festival of Words printing	
15712		£679.00	6530	15/08/22	Art Sparks - Festival of Flags preparation	
15734		£117.42	1120	15/08/22	Sara Haynes - First aid suppliers from SP services	
15732		£99.69	1090	16/08/22	Emily Dolphin - Expenses various	
15733		£829.33	6530	16/08/22	Dr Ros Mulhall - Festival of words	
15737		£703.60	2150	16/08/22	Spot On Supplies (Cleaning & Packaging) Ltd - supplies	
15738		£11.63	2150	16/08/22	Spot On Supplies (Cleaning & Packaging) Ltd - supplies	
15739		£64.13	2150	16/08/22	Spot On Supplies (Cleaning & Packaging) Ltd - supplies	
15740		£50.35	2150	16/08/22	Spot On Supplies (Cleaning & Packaging) Ltd - supplies	
Sub Total		£9,679.66				
		£13,658.19			Confidential transactions	
Total		£23,337.85				

Signature _____

Date _____

Signature _____



Nailsworth Town Council

Agenda Item 3

Meeting of Environment Committee

Meeting date Tuesday 6th September 2022

Subject To consider the results of a consultation on improvements (wooden posts and trees) to the greens at Star Hill

Author Clerk

Status Action

Summary

Earlier this year a consultation was carried out with residents surrounding the greens at Star Hill. These are the consultation results and options.

Detail

Residents surrounding the greens at Star Hill and Jubilee Road were consulted on two proposals to improve them. The purpose was to address one resident's concerns about match day parking on the green, and to ask for all their views on tree planting.

Matchday parking has got worse recently, with cars being parked along the top side of Star Hill green (see picture below):



1. Proposal to install wooden posts to protect the Green.

Residents were asked if they were in favour of installing more wooden posts on the large green to stop match day parking. One resident would like wooden posts installed very close to the edge of the green along the Jubilee Road side, to discourage parking opposite their house.

It will not be possible to install wooden posts this close to the edge; Highways require any posts to be installed a minimum of 50cm from the road. There are concrete foundations near the curb edge which prevents anything being installed. The green along this edge is a steep slope and wooden posts on the slope would not serve to prevent parking opposite the resident's house.

This photo shows parking all along the edge of the green at Jubilee Road. If wooden posts were installed, a gap will need to be left for grass cutting. It's not clear how much benefit this would bring and it may push cars out into the road, blocking access:



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In August, cars were parked on the green in front of the cemetery. This is partially protected by wooden posts. Wooden posts added to this green will prevent access for funeral cars (see photo):



It doesn't seem that installing more posts will protect the greens from match day parking.

2. Proposal to plant trees on the greens

As part of NTC's Tree Planting Plan the greens at Star Hill have been checked for underground services. Suggestions were made for four new trees to be planted on the largest green (Star Hill) on the upper edge of the green where they won't shade or overhang neighbouring properties. This could include two larger trees such as a Lime trees. The two Lime trees inside Norton Wood cemetery are coming to the end of their life and these new trees will provide replacements. Lime trees are a good habitat for birds and insects. It can be difficult to find suitable sites for larger trees on public open spaces. The resident closest to the proposed tree planting has no objection to tree planting in this position.

Suggestions were made for three new small trees (for example Rowan or Cherry) to be planted on the smallest green near Moffatt Road. The residents nearest these trees had no objection and the trees will not overhang their property.

Trees may help discourage parking along the top side of Star Hill green.

3. Other proposals

A resident raised the potential for Star Hill green to help alleviate flooding. There are two flood drains installed in the curbs on Star Hill. They lead to concrete pipes which are completely silted up. Rainwater should run through the flood drains, into the concrete pipes and discharge onto the green, however it has been many years since this happened. In recent heavy rain, rain water ran in a fast stream from Nortonwood and Colliers Wood, and down Star Hill. Unblocking the silted up concrete pipes and creating a 'swale' (shallow ditch with a mounded edge) could decrease flooding further down the road. A swale holds water for a short time allowing it to soak into the ground. A swale will help retain water for new trees.



Nailsworth Town Council

Flood drains in curb leading to concrete drainage pipe:



The Environment Committee is asked to consider whether to recommend tree planting on two of the three greens and to investigate costs to reinstate the flood drains and create a swale.

Climate Emergency Impact

What are the Climate Emergency benefits or impacts?

Carbon Reduction: e.g. Keeping homes and other buildings warm by keeping the heat in (retrofit), and by changing the way we heat them (renewable heat).

Health & Wellbeing: Providing shade (new trees) for users of the green. NTC's Open Spaces Policy protects public open space for the health and wellbeing of all residents, for recreational use.

Nature Restoration: Better water management by reinstating flood drains and creating an area where surface water can safely drain away, reducing flood risk further down the valley. Creating new habitats with new tree planting and land management.

Identifying areas where trees can be planted and maintained is part of NTC's Climate Emergency Action Plan and supports the good management of public open spaces.

NTC's Open Spaces Policy ensures public open space is protected for wildlife and habitat as appropriate for each site.

Resilience: e.g. Buildings that are liveable in winter, can also be made to be liveable during the heat waves, which are already more likely, and will be an increasing feature during summer (Met Office) due to global warming.

Options

1. To recommend tree planting on Star Hill green and the small green at Moffatt Road
2. To investigate costs to reinstate the flood drains at Star Hill green and create a swale
3. To not recommend tree planting

Recommendation

1. To recommend tree planting on Star Hill green and the small green at Moffatt Road
 2. To investigate costs to reinstate the flood drains at Star Hill green and create a swale
-



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Costs

£1,000 for trees and tree planting.
Costs of reinstating flood drain to be confirmed.

Funding Source

6510 Climate Emergency Reserve currently at £8,400 for tree planting

4000 Upkeep of council land currently at £4,000

ENDS.



Nailsworth Town Council

Agenda Item 4

Meeting of Environment Committee

Meeting date Tuesday 6th September 2022

Subject To consider a claim of £250 for damages to a fence caused by a tree branch falling from Norton Wood

Author Clerk

Status Action

Summary

A branch from a Beech tree in Norton Wood has damaged a resident's fence. The resident is asking NTC to pay for the cost of repairing the fence.

Detail

At the end of July a resident reported that a large branch had fallen from a Beech tree in Norton Wood onto their garden fence. The tree branch was dealt with as an emergency by NTC's tree contractors.

The resident spoke to the Clerk who confirmed the fence is the responsibility of the resident. The Clerk has instructed NTC's tree contractors to inspect the Beech tree to see if any more work is needed to make the tree safe.

NB all NTC's tree stock is regularly inspected. A report on tree work for this Winter has just been received and is being costed by NTC's tree contractor.

The resident has contacted NTC asking for the cost of repairing the fence to be reimbursed, as the damage was caused by a tree branch from NTC land. The cost of repairs was £250. NTC's insurance excess for damage is £250. As this is the same as the cost of repairs to the resident's fence, it is recommended to pay for the damage caused.

Photo below shows the large branch after tree surgeons had attended, and the damage to the fence:

The Committee is asked to consider reimbursing the resident for the cost of repairs to the fence (£250).

Options

1. To recommend reimbursing £250 for the cost of repairs to the fence
 2. To do nothing
-



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Recommendation

1. To recommend reimbursing £250 for the cost of repairs to the fence
-

Costs

£250

Funding Source

4010 Norton Wood (currently £4,000)

ENDS.



Nailsworth Town Council

Agenda Item 5

Meeting of Environment Committee

Meeting date Tuesday 6th September 2022

Subject To receive a report regarding Tourism development

Author Deputy Clerk

Status Information

Summary

SDC's new Tourism officer, Amy Helliwell is now in post and visited the offices to meet with the Clerk and Deputy Clerk in early July. Amy's initial focus has been to establish and develop connections with the towns and by visiting businesses, venues and accommodation etc in the area, letting them know about her role, obtaining any relevant information from them and working towards better business engagement via business lists and potential newsletters.

Calvium App

Following a few delays, the Market Towns have each uploaded at least one trail to the app and it is now live and can be downloaded. NTC are in the process of uploading the second trail which will be a special trail for Heritage Open Day.

The Town Councils continue to work together to develop the app and meet regularly to discuss updates, provide feedback and to look at future opportunities. Recently we have been looking to develop future trail themes that can link the towns together such as walking festival trails, heritage trails, vintage shop trails, food and drink trails.

SDC are exploring funding to support further development of the app such as historic overlays and voice over/audio work. They are also working to promote the app via social media (Tiktok, Instagram, Facebook and Linked In) and will be putting together a press release. The app is also being linked to the VisitStroud website.

NTC have recruited a project assistant for the short term Calvium project work. She will start work on the 6th September and spend the agreed 12 days working over the coming weeks. The Deputy Clerk will be spending time with her to initially train her and then to identify and develop the next trails. SDC have created a useful trail template which should enable us to upload future trails more quickly and easily, this should also ensure that themes remain consistent across the board.

Market Towns Tourism Brief

The revised Stroud Market Town Councils Tourism Brief project was issued to tender via the Contracts Finder website as well as being advertised on all of the individual Town Council's websites at the start of August. The closing date for applications is the 12th September. There has been an encouraging number of enquiries so far and the aim is to start the work in the Autumn. The work provided by this brief will provide each of the Market Towns with content that can be used at different times throughout the year in future to promote our towns and the area as a whole.

TIC footfall research

The TIC volunteers record the number of visitors to the TIC - where people are coming from, their reasons for visiting etc.



Nailsworth Town Council

Here are the total visitor numbers to the TIC for the last few months compared with figures from the same months in 2021 and also the same months in 2019 (pre-covid):

May 2022	May 2021	May 2019
294	97	585
June 2022	June 2021	June 2019
212	112	396
July 2022	July 2021	July 2019
175	142	502
August 2022	August 2021	August 2019
230	154	489

Visitor numbers overall are still much lower than pre-Covid but it is encouraging to see that they are on the increase.

The number of visitors to the TIC from other parts of the UK, Europe and the Rest of the World are also steadily increasing. In July 2019, pre-covid, there were a total of 502 visitors to the TIC - 358 were from the local area and 144 were from other parts of the UK and overseas. In July 2022 there were a total of 175 visitors, 132 were local and 43 were from other parts of the UK and overseas.