



**NAILSWORTH TOWN COUNCIL**  
**Minutes of the Full Council**

Discussions held virtually at **6.30pm** and ratified under the Scheme of delegation  
**on Tuesday 15<sup>th</sup> February 2022**

**Present:**

Cllr Mike Kelly (Chair)  
Cllr Jonathan Duckworth  
Cllr Robert Maitland  
Cllr Ros Mulhall  
Cllr Colleen Rothwell  
Cllr Paul Francis  
Cllr Steve Robinson  
Cllr Shelley Rider  
Cllr Angela Norman  
Cllr Natalie Bennett

**Minutes:**

Clerk

**Apologies:**

Cllr Patsy Freeman

**2021/200**

**Verbal Introductions**

Those present identified themselves.

**2021/201**

**Declarations of Interest & Applications for Dispensations**

There were none.

**2021/202**

**Consideration of Planning Applications received as follows:**

**CONSULTATION**

- a) S.22/0112/FUL. Clissold Court, Brewery Lane, Nailsworth, Gloucestershire.  
Application: FULL. Replacement of all windows & doors  
**Comment:** No observations.
- b) S.22/0199/HHOLD. 47 Colliers Wood, Nailsworth, Stroud, Gloucestershire.  
Application: HHOLD. Loft extension with rear dormer.  
**Comment:** No observations.
- c) S.22/0213/FUL. The Weighbridge Inn, Avening Road, Nailsworth, Stroud.  
Application: FUL. Permanent storage container  
**Comment:** No objection, however NTC request that a condition be placed to limit the use of the storage container to three years, after which a more appropriate permanent structure be put in its place, in consideration of the pandemic and in support of a local business through this difficult time.

NTC note that the container has been in place for two years already, within the AONB and is unsympathetic in appearance to the area and buildings.

**TREES IN A CONSERVATION AREA**

- d) S.22/0175/TCA. 1 Dunkirk Bank, Theescombe, Amberley, Stroud. Application: TCA Various work to trees T1 - T8 within property curtilage  
**Comment:** Noted



- e) S.22/0229/TCA. Iron Mill Cottages, Minchinhampton, Gloucestershire, GL6 9AL.  
Application: TCA. T1-7 Ash - Remove. T8. Western Red Cedar -Remove

**Comment:** Noted.

### **2021/203**

#### **To confirm minutes of the Full Council meeting and Recreation & Amenities Committee held 1<sup>st</sup> February 2022**

Both agreed

### **2021/204**

#### **To consider Recreation & Amenities committee recommendations:**

To **recommend** hiring company 2 at a cost of £1,290.00 to carry out fire risk assessments for all NTC buildings.

Agreed.

To **recommend** obtaining quotes from contractors for the repairs and maintenance work that needs to be done following the annual inspection of Hazelwood bungalow.

Agreed.

To **recommend** instructing the contractor to replace the felt roof of the Town Hall kitchen extension with a fibreglass roof, with 'warm roof' insulation in the timbers, new coping stones and lead flashing with a budget of £15,000.

Agreed.

### **2021/205**

**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. No decisions can be made on these items.*

There was a discussion about when to return to face to face meetings, and the current Scheme of Delegation. It was agreed that, for the safety of cllrs, members of the public and staff, the Scheme of Delegation be kept in place, with an aim to have face to face meetings in April. The practicalities of different meeting venues were discussed, with options being the Town Hall (main hall for extra space) or the Mortimer Room. Some present have difficulties hearing in the main hall, and microphones were discussed.

Following discussions at the previous meeting about two Planning Appeals, it was confirmed that it is exceptional for others to be present when the Planning Inspector conducts a visit. It was decided NTC would not seek to attend the Planning Inspector's visits.

### **2021/206**

#### **Accounts**

To agree payments in accordance with the budget as listed in the attached reports.

All agreed.

### **2021/207**

#### **To review and approve the Asset Register (as part of Assertion 5 & 6 of AGAR Section 1 Annual Governance Statement**

It was confirmed the Asset Register is updated throughout the year and is stored on NTC's finance software.

It was noted that 13 self-watering railing troughs, having recently been identified as belonging to NTC, be added to the Asset Register.



The updated Asset Register will be brought to the next meeting for approval.

### **2021/208**

#### **To appoint GAPTC as Internal Auditors for Governance and Ian Crowe as Internal Auditor for financial processes**

The report having been read by cllrs, it was **agreed**

1. To appoint GAPTC to carry out an Internal Audit of NTC's Governance to ensure compliance for the External Audit at a cost of £390 plus mileage
2. To appoint Ian Crowe to carry out an Internal Audit of NTC's financial processes, Governance to ensure compliance for the External Audit at a cost of £600

All agreed.

### **2021/209**

#### **To consider a response to the Boundary Commission's secondary consultation on the proposed new map of constituencies**

The proposals and their implications were discussed. It was noted that if Nailsworth were to change to be in the Cotswold constituency, Cirencester would move to North Wilts constituency, and the Nailsworth MP's office would be Stow on the Wold and not Cirencester. It was noted NTC's objections to moving to a different constituency are not political. It was further agreed that representation be made from a NTC cllr who is not also a cllr for another local authority.

It was **agreed** that

- Cllr Angela Norman research NTC's previous responses to similar changes, and that written representation be made to the Boundary Commission by the Clerk.
- Cllr Shelley Rider attend the public hearing to represent NTC.

### **2021/210**

#### **To consider a report on tourism promotion for Nailsworth and a proposal to allow £5,000 to be used for general tourism promotion**

On consideration of the report,

it was **agreed:**

to authorise the allocation of £5,000 for joint tourism work with the other market towns.

### **2021/211**

#### **To consider purchasing a plaque for the Queen's Platinum Jubilee and to receive an update on plans for the Jubilee weekend**

The additional installation costs, to prevent future damage, were explained. It was clarified that the plaque is for the official Oak tree planting in KGV playing field, as part of the national Queen's Green Canopy event on Friday 11<sup>th</sup> March. Tree planting planned by Nailsworth in Bloom is not part of the event on this day, but that many other trees can be planted as part of the Queen Green Canopy throughout the year.

It was **agreed**

to purchase a RBL plaque and installation for the Queen's Green Canopy at a cost of approximately £500.

### **2021/212**

#### **To consider replacement Town Shields and awards for the Town Meeting**

It was clarified that up to four Bristol Blue Glass awards will be given as permanent keepsakes every year (a possible ongoing annual cost).

It was noted that replacement shields should be of good quality and well made.



It was **agreed:**

1. To purchase two new shields to replace the full Youth and Arts award shields at a total of £160.
2. To purchase a new shield to replace the now full Town Shield/Silver Jubilee Shield at a cost of £200.
3. To name the new Town Shield the Platinum Jubilee Shield in honour of the Queen's Platinum Jubilee.
4. To purchase up to four engraved awards for each recipient to keep at a total cost of £244.
5. To produce certificates for each award winner to keep.

### **2021/213**

#### **To receive an update on Market Street markets and to consider ownership of the Market Street equipment and stalls**

There was a discussion about ownership of the new market stalls where both ownership and storage by NTC and ownership and storage by the independent traders were expressed. Following a vote, the majority were in favour and

It was **agreed:**

Market Street stalls and equipment to be purchased by the new independent Market Street group.

*NB: to be funded from the Build Back Better Fund.*

### **2021/214**

#### **To consider a grant request from NCAN for £750**

It was confirmed there is now just £73 remaining in the NTC grant budget for 2021-22. There is one further grant application outside of the usual NTC grant timetable (for new Nailsworth festival flags), but the Clerk suggests this is considered under covid recovery measures and in conjunction with the Festival of Flags.

After a discussion about NCAN's grant application,

It was **agreed:**

To grant NCAN £750 towards publicity for the Transport Fair.

### **2021/215**

#### **Financial summary and bank reconciliations**

Noted.

### **2021/216**

#### **To review NTC's Covid-19 Risk Assessment.**

It was noted that the Annual Budget and precept was agreed in the Town Hall and not the Town Hall car park, and for this to be amended in the risk assessment.

### **2021/217**

#### **Report from Town Mayor**

Noted.

It was noted from the Mayor's tour of Stokescroft, the building is being let as separate units to nine or ten separate small businesses, mainly in the creative field. The building owners



have expressed interest in being involved in Nailsworth's Heritage Open Day, Saturday 10<sup>th</sup> September.

### **2021/218**

#### **To receive an update on NTC activities and support during Covid-19.**

The Clerk highlighted the number of positive activities NTC are involved in, and that the report is a fraction of current activities.

There was a formal vote of thanks for Artsparks' Window Wanderland project and to NTC staff and hall users for their involvement. It is hoped this event is repeated.

### **2021/219**

#### **To receive a report from the CYP (Children & Young People) working party**

There was a discussion about a proposed new register of home schooled children.

*NB children's services are the responsibility of the County Council.*

There was a discussion about proposals for a Community Development Worker for Nailsworth which, it was noted is beyond the remit of the Children & Young People working party.

It was noted that separate meetings have been held to discuss a bid to the SDC Community Wellbeing Fund for a Community Development Worker. Clarification was requested on what role SDC, NTC and the Youth Club and others have in the bid and this work. It was confirmed that responsibility for the previous organisation's work monitoring was SDC as the funder. In response to a question about what control mechanisms will be in place from SDC to monitor the new post, it was suggested that a steering group take on this role. It was noted that performance monitoring will be key to success.

After further discussion it was expressed that not all present had had the opportunity to learn about the proposals.

Cllrs Natalie Bennett and Steve Robinson were tasked with writing a full report to council about the proposals and to include what will be expected of NTC.

Cllr Steve Robinson undertook to send a copy of the bid to the Mayor.

### **2021/220**

#### **To receive a report from NTC's representative for NCAN (Nailsworth Climate Action Network)**

IT was noted that despite the pandemic, NCAN has been going from strength to strength, with many activities continuing and planned.

### **2021/221**

#### **To ratify all decisions made at this meeting via the Scheme of Delegation**

All the above decisions were ratified by the Mayor, Deputy Mayor and Deputy Clerk under the Scheme of Delegation.

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

.....  
Date