



NAILSWORTH TOWN COUNCIL
MINUTES of a MEETING of Nailsworth Town Council
 held at the Town Hall, Nailsworth
on Monday 16 December 2019

Present	Cllr Jonathan Duckworth (Chair) Cllr Mike Kelly Cllr Robert Maitland Cllr Sue Reed Cllr Steve Robinson Cllr Paul Francis Cllr Angela Norman, Katherine Kearns (Clerk)
Minutes	
Apologies received from:	Cllr Sally Millett, Cllr Emma Bonner
Not present	Cllr Ron Kerby, Cllr Anne Elliott

Ref. No		Action									
2019/152	Verbal introductions and safety briefing Everyone introduced themselves. Cllr Robert Maitland volunteered to help Cllr Mike Kelly in the event of an emergency.										
2019/153	Declarations of Interest & Applications for Dispensations There were none declared.										
2019/154	Consideration of Planning Applications received as follows: CONSULTATION <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Ref</th> <th style="text-align: center;">Detail</th> <th style="text-align: center;">Comment</th> </tr> </thead> <tbody> <tr> <td>a) S.19/2530/LBC 4 Merton Cottages, Shortwood</td> <td>Replacement attic window</td> <td>No observations</td> </tr> <tr> <td>b) S.19/2568/TCA Barn Close House, Barn House, Nailsworth</td> <td>Fell acacia tree</td> <td>See statement below</td> </tr> </tbody> </table> <p>In the light of Nailsworth Town Council and Stroud District Council's declaration of a Climate Emergency the loss of any tree requires justification and proposals for mitigation, and the District Council should be developing a policy to ensure that no mature tree within the district is lost without clear justification</p> <p>Previously tracked applications: The Clerk was asked to see if it's possible for the office to note NTC's response to planning applications, alongside the tracked applications.</p>	Ref	Detail	Comment	a) S.19/2530/LBC 4 Merton Cottages, Shortwood	Replacement attic window	No observations	b) S.19/2568/TCA Barn Close House, Barn House, Nailsworth	Fell acacia tree	See statement below	Clerk
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2019/155	To confirm minutes of Council and the Environment Committee meetings held on 3rd December 2019. Council minutes of 3 rd December were approved. Cllr Mike Kelly proposed, seconded Cllr Steve Robinson, all in favour. Rec & Am committee minutes of 3 rd December were approved.										



	<p>Cllr Sue Reed proposed, seconded Cllr Paul Francis, all in favour.</p>	
<p>2019/156</p>	<p>Matters of Urgency</p> <ul style="list-style-type: none"> • Cllrs were reminded that NTC’s Christmas meal is booked for 7pm, Wednesday 18th December. • District Cllr Sue Reed undertook to email all with the results of the FGR New Stadium planning application at SDC’s meeting on 18th December. • Pike Lane development: Cllr Sue Reed and the Clerk met Alex Halford (Newland Homes) on site on Friday. Problems noted on and after Friday were mud on the road, residents slipping on mud; damage to a wall by a Smiths lorry (witnessed during the meeting) causing an unsafe footpath, problems exacerbated by parked cars on the road. Residents were being directed by lorry drivers to drive up an unsuitably narrow lane (onto Rockness Road). There have been numerous complaints from residents. Current problems suggest the lorry size and working practices of Newlands need to be closely monitored. It was confirmed that Newlands will be finishing work to the access this week and won’t return until later in the year when the development starts in earnest. It was suggested that there may need to be consultation with residents in Old Horsley Road about how it will affect them. County Cllr Steve Robinson undertook to meet with GCC Highways Clerk to put Cllr Angela Norman in touch with resident near Pike Lane who has been monitoring the site. • Addressing some points that were raised at the last meeting of Council under Matters of Urgency. Email accounts: Cllr Ron Kerby stated he had not been receiving emails since the summer. There has been no change in the mail setup. If a cllr is having difficulty with email, they should, in the first instance, contact the Council office. It is not a matter of urgency. Cllrs are reminded that .gov email addresses should be used for Council business, and that they are government business, not private. Christmas Lights: Cllr Ron Kerby suggested the Groundsman had lost some Christmas lights, following Nailsworth Noel. Some Christmas lights were left at the Civic Centre. This is not a matter of urgency and should have been taken up with the Council office. During the 2020/2021 budget item: Cllr Kerby stated he was concerned the office staffing costs had increased greatly. He stated that members of the public are also concerned about this. Staff cost increases have come about as a result of three Staff Reviews, carried out to assess the workload of the council, size of estate and other considerations. The staff review template has been devised to be impartial 	<p>Steve R</p> <p>Clerk</p> <p>Clerk</p>



	<p>and to reflect the needs of the service and the job role, and not any member of staff in particular. NTC has always taken a cautious approach to staff reviews, growing the team slowly. Council was compared with similar sized councils as a benchmark which has ensured that the NTC team is more suited to the size and complexity of the services NTC provides.</p> <p>Staffing reviews agreed at council Full Council Meeting 5 July 2016 2016/79 REPORT OF PERSONNEL COMMITTEE Resolved</p> <p>ii) that the Council adopts the revised job roles detailed in the Staffing Review (previously circulated) and employs a Deputy Clerk for an initial 20 hours per week (proposed by Cllr Anne Elliott and seconded by Cllr Paul Francis); Cllr Kerby absent for this item, but was delighted when someone he knew as a colleague for some time was appointed to the new role.</p> <p>Full Council meeting 20th September 2016 2016/118 REPORT FROM TOWN CLERK "The Clerk reminded members that the Council's recent Staffing Review, which had led to the decision to appoint a Deputy Clerk, had indicated that the office would still be 32 person-hours short when compared to similar councils" Cllr Ron Kerby was present at this meeting.</p> <p>Full Council Meeting 19th Sept 2017 2017/094 To consider committee recommendations b) To consider recommendations of the Personnel Committee: "To agree to increase the Deputy Clerk's hours from 20hrs per week to 37hrs per week" Proposed by Cllr Ron Kerby, seconded Cllr Anne Elliott and agreed unanimously.</p> <p>Full Council 6th August 2019 2019/072 To consider the recommendations of a Staff Review It was resolved</p> <ol style="list-style-type: none">1. To create a new Customer Services post of 37hrs per week2. To change the current Deputy Clerk post to 25hrs per week3. To change the current Admin Assistant post title to Customer Services so that it more accurately reflects the role <p>All in favour, Cllr Ron Kerby voted for this. Councillors are reminded that decisions of council are corporate, that is, whether they vote for something or not, they are part of the corporate body and should stand by its decisions. The processes of the Staff Reviews have been carried out in an appropriate way, and with transparency. If any cllr considers this not to be the case, then they should raise it at the time of discussion, or as soon as possible afterwards. Councillors are reminded that they</p>	
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	should be fully aware of what it is they are voting on, or what they are proposing.	
2019/157	<p>Reports</p> <p>a) reports from County and District Councillors There have been no SDC/GCC meetings due to the Elections.</p> <p>b) report from Town Mayor The Mayor reported that he had met with James Chamberlain to discuss the new controlled parking in Morrison's car park.</p> <p>c) report from Deputy Mayor Noted</p> <p>d) report from Town Clerk It was suggested cllrs could sit in on SDC's Neighbourhood Warden sessions in the library. Clerk to put Neighbourhood Warden in touch with Cllr Mike Kelly and to organise a rota for town cllrs to take part. To note that Playcircle's work to the lower room in the Town Hall is also being supported by the GCC Growing Communities Fund.</p> <p>e) reports from Members on outside bodies Nailsworth Primary School: the School is applying for an Awards for All grant in conjunction with PSALMS with a possibility to provide a mini-gym to replace that lost from FGR and possibly to include a connection with Miles Marling Field. Minchinhampton & Rodborough Commons Committee (MRCC): Stroud Landscape Project https://www.nationaltrust.org.uk/minchinhampton-and-rodborough-commons/features/space-for-nature-project is looking for partnerships with towns adjacent to the Commons. The Clerk undertook to contact David Armstrong to find out more and see how this might fit with the Environment/Rec & Am committee's agendas. MRCC were also concerned at the increase of 4x4s across the Commons.</p>	Clerk
2019/158	<p>To consider recommendations from the Recreation & Amenities committee 3rd December 2019 It was resolved to hire contractor 1 to re-roof the Mortimer Room at a cost of £4,200.</p> <p>Proposed Cllr Steve Robinson, seconded Cllr Paul Francis, all in favour.</p>	Clerk
2019/159	<p>Accounts To agree payments in accordance with the budget as listed in the attached report</p> <p>Proposed Cllr Robert Maitland, seconded Cllr Mike Kelly, all in favour.</p>	Clerk
2019/160	<p>To review NTC's Risk Assessment The Clerk was tasked with writing a short article on insurance for community groups for February's Nailsworth News.</p>	Clerk



2019/161	Financial Summary Noted.	
2019/162	Confidential item	
2019/163	Hazelwood bungalow The possible disposal of Hazelwood bungalow was discussed. It was resolved that as this is a commercially sensitive subject a working party be formed of the cllrs who were present at the meeting; Cllrs Jonathan Duckworth, Mike Kelly, Sue Reed Steve Robinson, Paul Francis, Angela Norman and Robert Maitland. Powers were delegated to the Hazelwood Bungalow Working Party to consider and act in the best interests of NTC to include the disposal of Hazelwood Bungalow and purchase of an alternative property. Proposed Cllr Jonathan Duckworth, seconded Cllr Paul Francis and all in favour	Clerk

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

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Date