

**NAILSWORTH TOWN COUNCIL**  
**Minutes of a meeting of the Town Council**  
 Held at 6.30pm in the Town Hall, Old Bristol Road  
**on Tuesday 19<sup>th</sup> March 2024**

**Present:**

Cllr Mike Kelly (Chair)  
 Cllr Shelley Rider  
 Cllr Jonathan Duckworth  
 Cllr Peter Bodkin  
 Cllr Colleen Rothwell  
 Cllr Paul Francis

**Minutes:**

Clerk

**Apologies:**

Cllr Steve Robinson  
 Cllr Angela Norman  
 Cllr Ros Mulhall  
 Cllr Natalie Bennett  
 Cllr Patsy Freeman

**Verbal Introductions**

These were made.

**2023/213****Public Participation**

There were no members of the public present.

**2023/214****Declarations of Interest & Applications for Dispensations**

There were none.

**2023/215****Consideration of Planning Applications received as follows:****CONSULTATION****TREES IN A CONSERVATION AREA**

- a) S.24/0384/TCA. Brockley House, Watledge Road, Nailsworth, Stroud. Application: Trees in a Conservation Area. Fell Leylandi (T1) to ground level.

**NTC Comment:** noted.

**PREVIOUSLY TRACKED APPLICATIONS**

- a) S.23/2355/FUL Egypt Mill, Stroud Road, Nailsworth. Application: Full Partial demolition and new extensions to provide new kitchen and restaurant. Enlarge windows to first floor principal elevation. Application approved. NTC notes that it's good to see investment in this property.
- b) S.23/2356/LBC Egypt Mill Stroud Road Nailsworth Gloucestershire GL6 0AE. Application Listed building. Partial demolition and new extensions to provide new kitchen and restaurant. Enlarge windows to first floor principal elevation. Application approved. NTC: Noted.
- c) S.24/0238/TCA. Coopers Mill , Dunkirk Mills, Inchbrook, Gloucestershire. Application: Trees in a Conservation Area. Description: T1 - Ash. Remove. T9 - Ash. Remove. T10 - Ash. - Remove. T11 -Ash. Remove. T12 - Ash. Remove. T13 - Crack Willow. Reduce to 12m. T17 - Black Poplar. Remove. T18 - Sycamore. Remove entirely the compromised western stem with bark loss (facing the parking area) to 1.5m above the trifurcation. T19 - Sycamore. Pollard western stem showing signs of a phytopthera or Kretzmaria. T20 -Ash. Remove. T21 - Ash. Remove. Application approved. NTC Comment: noted
- d) S.24/0295/TCA. The Old George, Tabrams Pitch, Nailsworth, Gloucestershire.

- e) Application: Trees in a Conservation Area. T1 Crack willow: Crown reduce by 4m. T2 Crack willow: Crown reduce by 4m. T3 Crack willow: Crown reduce by 4m. Application permitted. NTC comment: noted.
- f) S.24/0426/T5DAY. 7 Whitcroft, Forest Green, Nailsworth. GL6 0NS. Application 5 day notice – trees. TPO/0174 Fallen Cedar. Application approved as no extension given on emergency works.

### **2023/216**

#### **To confirm minutes of the Council meeting held on Tuesday 5<sup>th</sup> March 2024**

These were noted.

All agreed

### **2023/217**

#### **To confirm the minutes of the Environment Committee meeting held on Tuesday 5<sup>th</sup> March 2024**

These were noted.

All agreed

### **2023/218**

#### **To consider the recommendations of the Environment Committee**

It was clarified that the project is for up to £1,500 from Budget heading 4090 Tourism Promotion.

It was **agreed** that Designer 3 be approached to produce the new Town Map artwork.

All agreed

### **2023/219**

#### **Accounts:**

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

The Clerk noted several invoices were received after the payments list was closed. While this wouldn't usually be an issue, and the invoices would wait until the next month, council was asked to authorise these payments online this month. This is to make sure the payments are within the 2023-2024 financial year and to ensure a payment is made for Annual Town Meeting market stalls in good time for the meeting.

All the additional payments come within the Clerk's delegated authority, against agreed budget headings. Cllrs Jonathan Duckworth and Peter Bodkin agreed to authorise the payments.

All agreed

### **2023/220**

#### **To consider submitting a resolution to GAPTC's AGM**

A motion for GAPTC was put forward. The motion relates to Annual Town/Parish Meetings and aims to allow the spirit of legislation to be followed to achieve the best results for each individual parish.

Currently the law requires parishes to have an Annual Meeting of the Parish. The legislation states that this meeting shall be held after 6pm; presumably this time was fixed when most people worked closer to home and an evening meeting was more achievable for residents. Now, working patterns have changed; more home working, but more pressures on time and longer commutes and working days for those who work out of the parish. Some parishes have a very high number of second homes, with part time residents disengaged from their 'other community' – not so available during the week.

The purpose of the Annual Meeting of the Parish is;

- For the town or parish council to present its annual report
- To allow for a parish poll
- To engage a diverse range of residents

After a short discussion;

It was **agreed** to submit the following resolution to GAPTC's AGM:

*To propose that the legislation allows for the Annual Meeting of the Parish to be held at a time, day and venue most suited to engaging the community and to enacting the spirit of the legislation.*

All agreed

### **2023/221**

#### **To receive a brief on the plans for the D-Day 80th Commemoration and consider a budget for the event.**

The Deputy Clerk was thanked for his work with Nailsworth Royal British Legion, on the national D-Day commemoration on Thursday 6<sup>th</sup> June. Various items including flags, lanterns for peace and unforeseen costs for a varied event across the day were detailed.

It was **agreed** to set aside a budget of £500 for Nailsworth's D-Day 80 commemorations.

All agreed

### **2023/222**

#### **Financial summary:**

- a) Income and Expenditure report**
- b) Main bank account reconciliation report**
- c) Premier bank account reconciliation report**

These reports were noted.

### **2023/223**

#### **To receive a report from the cllr acting as internal checker**

Cllr Colleen Rothwell was the appointed internal auditor and noted that there were no concerns about the processes examined;

- How cash and ticket sales are handled in the NTC office and the volunteer-run TIC
- How complaints are handled.

The report was noted.

### **2023/224**

#### **To review NTC's Risk Assessment**

The Clerk drew attention to the following higher risks due to seasonal work:

- Increased workload on office staff over the next few months due to the end of year administration and elections. The plan is to complete Year End a month early.
- In preparation for the annual Health and Safety, staff are reviewing outstanding issues and introducing processes and procedures with regards to H&S.

The risk assessment was noted.

### **2023/225**

#### **To review the Council's [Action Plan](#)**

Noted.

### **2023/226**

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

The Mayor also attended a St Patrick's Day 'hoolie' at the Mortimer Room, for people of Irish descent.

### **2023/227**

#### **Report from Deputy Mayor**

The Deputy Mayor reported on a well-attended event organised by Transition Stroud concerning community energy. The event included case studies of community energy schemes local to Nailsworth (Minchinhampton Community Hub and Radnock School in Dursley).

Transition Stroud and their partners (SACEN) have a free community consultation toolkit and will also carry out consultation for a fee. The toolkit maps what is possible in the area. Transition Stroud are working with SACEN to put community consultation at the beginning of the process and not at the end.

**2023/228**

**Report from District Councillors**

Noted.

**2023/229**

**To receive an update on NTC office activities**

The old storeroom in the Town Hall courtyard has now been removed and the surveyors have been notified so that their work can continue. This will help inform the extent of the damage and the work needed to the retaining wall. NTC's insurer is being kept informed.

**2023/230**

**To receive a report from the Town Improvements working party**

Noted.

**2023/231**

**To receive a report from Carters Way working party**

NTC's solicitors are expected to provide a draft lease this week. The next Carters Way working party meeting will be on Thursday 4<sup>th</sup> April in the Council Chamber, to review the draft lease prior to meeting with FGCA.

**2023/232**

**To receive a report on Minchinhampton and Rodborough Common Advisory Committee**

Noted.

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

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 Date